

CIVIC CONNECTION

APRIL 1, 2013

CITY OF ELKHORN

P.O. Box 920
9 S. Broad Street
Elkhorn, WI 53121

City Hall	723-2219
Public Works Dept.	723-2223
Recreation Dept.	741-5114
Utility Billing	723-2910
Electric Utility Dept.	723-3138
Building Inspection	741-5124
Zoning	741-5124
Assessor	1-800-770-3927
Police Department	723-2210
Municipal Court	723-2340
Library	723-2678
Water Utility Dept.	723-2223
After Hours (Electric, Water, Sewer)	
Emergency No. 723-3229	

Mayor: Howie Reynolds
City Council Districts:
One: Jerry Anderson
Two: Gary L. Payson
Three: James P. D'Alessandro
Four: Scott McClory
Five: Kimberly DeHaan
Six: Brian Olson
Staff:
City Adm.: Sam Tapson
City Clerk: Darlene Igl
City Treasurer: Jessie Bartman
Finance Director: Mary Hinske
Public Works: Terry Weter
Recreation: Wendy Ard
Electric Utility: John Murphy
Police Chief: Joel Christensen
Fire Chief: Rod Smith
Library Director: Lisa Selje

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SUNSET POOL REPLACEMENT HEADING TO REFERENDUM

With the longevity of Sunset Pool being in doubt and having debated replacement options for more than a year, the Common Council has decided to place the question of a new municipal pool before the public in the form of a referendum later this year. Since no regular elections are scheduled for the remainder of

2013 after April 2, the referendum on the pool will be subject to a "special election" likely to be scheduled this Fall. Additional information regarding the referendum will be released as details become available.

ELKHORN LIGHT AND WATER

IS YOUR UTILITY BILL PAST DUE? If you are behind on your utility bill payments, and cannot pay the total amount of your bill by April 15, please stop in NOW to establish a payment arrangement AND see below for information regarding energy assistance that may be available. Don't wait for a notice of disconnect. We require 50% down and a signed agreement for the balance.

If you receive a disconnection notice, come in right away to discuss a payment plan. We are willing to work with you.

IF WE DISCONNECT YOUR SERVICE, we will charge a RECONNECT FEE that must be paid prior to reconnection and WE CANNOT GUARANTEE SAME-DAY RECONNECTION. New this year we will also require a WAIVER OF LIABILITY form to be signed prior to reconnection of service. This form will serve to remind customers that disaster could result if power is restored to a home when there is not an adult present: fire can result if certain appliances were left on, or if a power surge causes a heater or other appliance to malfunction.

ARE YOU ELIGIBLE FOR ENERGY ASSISTANCE?

Your electric bill includes a monthly fee for the Public Benefits Fund, which was established to help reduce use in Wisconsin. These funds are made available to families and individuals with limited incomes throughout the State of Wisconsin.

IF YOU HAVE FALLEN BEHIND IN PAYING YOUR

BILLS, please apply soon for assistance from this program to which you have been contributing. Funds are available on a first-come, first-served basis. Please contact the Walworth County Human Services office at (262) 741-3337 and ask for the Energy Assistance office.

ELECTRIC ASSISTANCE is a one-time annual payment intended to pay a portion of a household's electric costs. The benefit amount is based on household income, size and electric costs incurred.

CRISIS ASSISTANCE is available to households that become subject to disconnection of utility service.

IF YOU WOULD LIKE TO LEARN MORE ABOUT HOW TO LOWER YOUR BILLS by reducing energy usage, please contact Focus on Energy at <http://www.focusonenergy.com> or call (800) 762-7077 for eligibility requirements and application forms.

WEATHERIZATION SERVICE is a program to help you reduce consumption of electricity and therefore the cost that you need to pay to keep your home comfortable. Common weatherization services include attic and side-wall insulation, reduction of air leakage into and out of the home, heating system repair and replacement, refrigerator and freezer replacement, energy efficient light bulbs and water saving measures. Please check to see if you qualify for a free weatherization analysis and perhaps financial assistance to pay for the recommended energy-saving recommendations.

LETTER FROM THE MAYOR.....

Think spring! I for one, have been waiting with anticipation for the early signs of the season that was predicted by the groundhog not seeing his shadow. The days are getting longer and the snow is slowly disappearing. As the winter weather clears, the sun will soon be warming us up and the grass will become green again. It's the time when we all seem to get that little burst of energy, thinking we can complete all our yard work in one day. This is a challenge we all face each spring season. Our city departments are gearing up, as well, by getting all their projects completed before the end of summer.

And with the summer months just around the corner, Elkhorn citizens are going to be in for some great recreation programming this year. Our city's Recreation Department is now headed up by a new Recreation Director, Wendy Ard. So if you are in the neighborhood of Sunset Park and have a moment, stop and introduce yourself to her. Due to budgetary constraints, our city's park maintenance and forestry projects will fall under the direction of and be the responsibility of our Public Works Department. This will allow our Recreation Department to focus on the expanded operation of all city youth activities, as well as adult programming. I am sure our employees will meet the new challenges of the additional job responsibilities.

I would like to take this time to express my appreciation to all of our city employees for another great year serving the citizens of Elkhorn. Each of our departments has its tasks to perform to keep our city running smoothly. City employees are expected to

perform many tasks and respond to many requests on a daily basis by residents as well as their supervisors. I feel that our employees meet and exceed these standards that allow our city to run smoothly. Many times they go above and beyond without expecting anything in return. Sometimes citizens have called the city offices to extend a compliment. Hearing a thank you is their satisfaction of a job well done.

Besides their daily tasks, our employees have taken their own initiative to make a contribution to our community with the annual donation of food baskets delivered to families in need during the holiday season. Our city is truly blessed with some good people, not only employees, but also our citizen volunteers. There are citizens who I discovered, have volunteered in one way or another for the beautification of our community by planting and caring for our plants and flowers that you see every day around our city facilities. This is what truly makes Elkhorn such a great place to live and work. It's time for all citizens, as well as council members, to work together and prioritize what needs to be done in the city to keep us moving forward. So please take the time to attend some of our city's council and committee meetings. The dates and times of all of these meetings are posted on the city's website, www.cityofelkhorn.org.

Howie Reynolds, Elkhorn Mayor

CITY SCHEDULES OPEN BOOK, BOARD OF REVIEW

The City's Assessor, Accurate Appraisal, LLC has been contracted to conduct a Full Value Assessment process.

Accurate Appraisal Field Appraisers began appraisals in the City of Elkhorn the week of February 25th. After a thorough analysis of sales and properties that were viewed has been completed, Accurate Appraisal LLC will adjust all property values in the entire City of Elkhorn according to style and neighborhood of the property based on 100% full market value.

Property owners will have an opportunity to meet the assessor one-on-one during the following date and time of Open Book at City Hall in the Council Chambers:

• **Tuesday, April 30, 2013**
11 a.m. to 7 p.m.

Assessment Roll Books will be available in the Public Works Department at City Hall beginning April 22nd during office hours. Appointments may be made on-line through the assessor's website.

If you are not satisfied with the results of Open Book, Board of Review is the next step. **Board of Review is scheduled for Wednesday, May 22, 2013, 5:30 to 7:30 p.m. in Council Chambers, City Hall.** Objection forms and a Board of Review Guide for Property Owners will be available in the Clerk's Office May 1, 2013. Objection

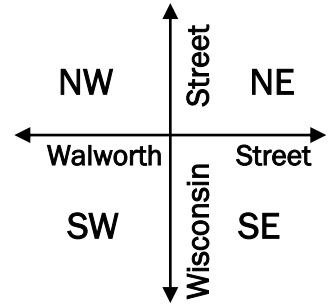
forms must be completed and submitted to the City Clerk prior to Board of Review.

For more information concerning assessments, call Accurate Appraisal at 1-800-770-3927 or visit www.accurateassessor.com.

Business Owners: If you no longer have taxable personal property in Elkhorn, please notify the City Clerk. If not notified you are responsible for the taxes.

Spring Brush Collection Schedule

- Week beginning Tuesday, April 2, May 7 & June 4: NE Neighborhood
- Week beginning Tuesday April 9, May 14 & June 11: SE Neighborhood
- Week beginning Tuesday April 16, May 21 & June 18: SW Neighborhood
- Week beginning Tuesday April 23, May 28 & June 25: NW Neighborhood



NOTE: Brush collection during all weeks begins on Tuesday and ends on Friday

Guidelines

- *Brush should **NOT** be placed in the terrace earlier than Saturday prior to your scheduled pickup day
- *Do **NOT** combine leaves with brush
- *Brush **MUST** be in the terrace no later than 7am of the scheduled Tuesday pickup day
- ***NO** vines, rakings or roots (see the Yard Waste Drop-Off Site)
- *Length-minimum of 4 feet to maximum of 12 feet
- *Diameter-minimum of 3/4 inches to maximum of 6 inches
- *Place cut ends facing direction traveling on street

Special Collections: A special collection may occur if the Street Dept. returns to a residence to chip brush due to missing the city's prescribed pickup time, or is beyond the homeowner's normal pruning and trimming, charges will be applied. If a special collection is requested or required, a charge will be applied to property owner. An appointment may be scheduled by calling the DPW at 723-2223.

Spring Leaf Collection/Seasonal Burning

Spring Leaf Collection takes place for a two-week period of time only in the month of April. Advanced Disposal, the city's refuse/recycling contractor, conducts this leaf collection. The city is divided into two sections, properties east of Wisconsin Street, and west of Wisconsin Street.

East of Wisconsin Street-April 9

(Includes East side of Wisconsin Street)

- *Leaves should not be placed in the gutter earlier than the Saturday prior to your scheduled pickup day
- *Leaves **MUST** be in the gutter no later than 7am of the scheduled Tuesday pickup day

West of Wisconsin St-April 16

(Includes West side of Wisconsin Street)

- *Please rake leaves into the *gutter*-Advanced Disposal will pick up the leaves from the gutter
- *Do **NOT** combine brush with leaves
- *Do **NOT** place them in bags or boxes

Seasonal leaf burning is allowed between April 1 and May 31 *without* a permit.

- *Burning shall occur on the resident's property at a minimum distance of 15 feet from any occupied dwelling
- ***NO** burning when wind is in excess of 18 miles per hour
- *Do **NOT** burn on streets, sidewalks, terraces, or any other location within the public right-of-way
- *Burning permitted between the hours of 8am and 8pm

Yard Waste Drop-Off Site - City Garage

Site Address: 12 E. First Avenue (Fenced in area adjacent to N. Washington Street)

Dates of Operation: Wednesday, April 3rd thru Saturday, October 26th (Closing Date)

Hours of Operation: Wednesdays, 8:00 a.m.-5:00 p.m. & Saturdays, 10:00 a.m.-2:00 p.m.

- *Leaves, vegetables, and grass clippings
- ***NO** stumps, roots or shrubs with intact root balls
- *Yard/garden debris and brush-including clean, woody vegetative material no greater than 3" in diameter
- ***NO Plastic bags!**
- *Tightly bundle tree limbs and branches no greater than 3 inches in diameter and 4 feet in length with twine (**NO wire or nylon**)
- *30 gallon paper bags or dry cardboard boxes not larger than 3 x 3 feet

NOTE: THIS NOTICE IS PUBLISHED ANNUALLY IN THE CITY OF ELKHORN SPRING NEWSLETTER, AVAILABLE AT CITY HALL AND POSTED ON THE CITY WEBSITE, www.cityofelkhorn.org.

ATTENTION ALL UTILITY CUSTOMERS

April 15, 2013 marks the end of the winter moratorium for all utility customers, which means anyone who has a past due balance will see a disconnect date listed on their bill that was mailed on March 28, 2013.

CITY OF ELKHORN LIGHT & WATER DEPT., 9 SOUTH BROAD STREET, P.O. BOX 920, ELKHORN, WI 53121 262-723-2910

NAME		Service Address	Account Number
JOHN SMITH		301 1ST ST	11-1111-11
Status	Service Date	Bill Date	Current Bill Due Date
ACTIVE	02/01/13 To 03/25/13	3/25/2013	4/22/2013

*******PLEASE NOTE*******
 Watch this area for your Past Due Amount and Disconnect Date. See the back of the bill for more Disconnect Information.

Previous Balance	\$199.79
Late Fees	\$2.00
Payments/Adj	\$0.00
Past Due Balance	\$201.79
DISCONNECT DATE 04/17/2013	
Current Bill Due 04/22/2013	\$177.43
Total Due on Account	\$379.22

In order to avoid electric disconnection the following procedure must be followed:

- **The FULL past due balance must be received in our office before 9:00 a.m. on Wednesday, April 17, 2013.** If you are not able to pay during City Hall's office hours from 8:00 a.m.-4:30 p.m. Monday-Friday, there is a drop box located outside the main door.
- **Credit Card, Debit Card, and Electronic Check (E-Check) Payments-** refer to the back of your utility bill for credit card payment information. Credit Card, Debit Card and Electronic Check Payments cannot be taken at City Hall. **For any payments made after 12:00 a.m. on the morning of disconnect day, April 17th, please call ASAP with the confirmation number to ensure your disconnection gets cancelled.**
- **Deferred Payment Agreements (DPA)-** If you are unable to pay in full due to financial difficulties, we will accept payment arrangements on past due amounts. You will be required to pay a minimum of 50% down, and sign an agreement for the balance. When negotiating the agreement, we will also be taking into consideration the effort you made to pay during the moratorium months. All deferred payment arrangements must be made **IN PERSON** at the Light & Water Office. **PLEASE NOTE: For reconnection purposes, regular working hours are from 8:00 a.m. to 4:15 p.m., Monday-Friday, excluding holidays.**
- **Assistance** may be available through Energy Assistance at the Walworth County Health and Human Services office. Call (262) 741-3337 **immediately** to setup an appointment as funds may be limited.
- **Medical Conditions-** If a serious medical condition exists in your household that requires uninterrupted service, you must take IMMEDIATE action. Call our office at (262) 723-2910 to discuss your options. Please note that prescriptions that need to be refrigerated (i.e. insulin), do not fall under medical conditions.

WHEAP Income Guidelines for the 2012-2013 Heating Season	
Household Size	Combined Household Income
	3 Month
1	\$6,071
2	\$7,939
3	\$9,806
4	\$11,674
5	\$13,542
6	\$15,410
7	\$15,760
8	\$16,111

New Policy-Reconnections-A liability waiver form must be completed before reconnection will occur. This form is available at City Hall and allows you to indicate whether A) an adult 18 years or older will be present at the time of reconnection and/or B) all risk of damage (due to appliances left on, etc.) is assumed by the occupant. Your service will be reconnected as soon as possible, but within 24 hours of payment and waiver from submittal.

WAIVER OF LIABILITY TO RECONNECT ELECTRIC AND WATER SERVICE

<p>The policy of the City of Elkhorn Electric and Water utilities is that the service is not reconnected without a responsible party on the premises. To allow</p>	<p>for service reconnection at any time (whether or not a responsible party is on the premises), a waiver of liability form must be completed and signed by the</p>	<p>property owner/renter/occupants and filed with the City of Elkhorn Electric and Water Billing Division. The waiver must be completed every time</p>	<p>the service is reconnected.</p> <p>The following is the required waiver:</p>
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ELECTRIC AND WATER UTILITIES

WAIVER OF LIABILITY TO RECONNECT ELECTRIC AND WATER SERVICE

The policy of the City of Elkhorn Electric and Water Utilities is that the service is not reconnected without a responsible party on the premises. To allow for service reconnection at any time (whether or not a responsible party is on the premises), this waiver of liability form must be completed and signed by the property owner/renter/occupants and filed with the City of Elkhorn electric and Water Billing Division. This waiver must be completed every time the service is reconnected.

This WAIVER OF LIABILITY is entered into this _____ day of _____ 20____, between the City of Elkhorn Electric and Water Utilities, and _____ (Property Owner/Renter/Occupant). The Property that is being reconnected is located at _____.

Property Owner/Renter/Occupant desires for the **Electric Water** (circle one or both) service(s) to be reconnected at this location at any time **whether or not a responsible party is on the premises**. The City of Elkhorn Electric and Water Utilities will agree to reconnect the electric or water service(s) without a responsible party being on the premises only upon the completion and filing of this agreement with the City of Elkhorn Electric and Water Billing Division.

RELEASE AND WAIVER OF LIABILITY: Property Owner/Renter/Occupant hereby **RELEASES, WAIVES and DISCHARGES** the City of Elkhorn Electric and Water Utilities, its successors and assigns, and its officers, employees, agents and consultants, from all liability, loss, claims, damages, possible or actual causes of action, cost, attorneys' fees, and other expenses arising from any actions, claims, arbitrations, demands or lawsuits that may otherwise accrue, including claims for or relating to damages, loss or injury to persons or property, in any way resulting from or related to the reconnection of the electric and/or water service to this property, from any cause whatsoever.

By signing below, I am stating that I have read this agreement and understand the possible ramifications of allowing Electric and Water service reconnection without a responsible party on the premises and that I am the owner/renter/occupant of the property listed above:

Property Owner/Renter/Occupant Signature _____

Property Owner/Renter/Occupant Name (please print) _____

Date Signed ____/____/____ Phone Number ____-____-____

EMPLOYEE SPOTLIGHT



Please welcome **Wendy Ard**, new Recreation Director, to the City of Elkhorn staff.

Wendy started in January and is excited to meet the community as spring approaches.

Wendy graduated in 1997 from Gateway Technical College with an Associates Degree in Court Reporting. In 2007, Wendy graduated Summa cum Laude from Lakeland College with a Bachelor of Art's degree in Education. After graduating from Lakeland College, Wendy worked for the Waterford School District. While working for the Waterford School District, Wendy also worked part-time for the Burlington Police Department and the Aurora Wellness Center.

In 2009, the Aurora Wellness Center offered Wendy a full-time job to create programs, implement and educate Aurora staff and the community members about various health and wellness topics and recreation in their community.

Wendy is excited to implement new programming for all age groups while working in conjunction with many different entities.

Providing families with cost-effective programming is a must on her list. She looks forward to providing excellent, friendly and reliable customer service while promoting new programs. You will see her throughout the spring and summer at many of the city's activities. Wendy encourages you to share your ideas with her at any time.



Jon Anzalone, employee of the Elkhorn Police Department, was promoted to Captain December 1, 2012. Jon received his promotion

after 22 years of dedicated service with the department.

Jon's employment history with the City of Elkhorn Police Department began in May of 1990 as a patrolman. He was a patrolman for eight years, which was followed by 8 yrs as the Elkhorn High School Police Liaison Officer. Jon was the first to serve as the Elkhorn High School Police Liaison Officer for the Elkhorn High School.

In 2005 Jon was promoted to Lieutenant. During his time as a lieutenant, Jon assisted in the implementation of the Police

Training Officer Program, many community events and recreation programs such as the Annual Police Bike Ride, and P.A.L.S.

During Jon's employment with the City of Elkhorn he has proven to be a leader. He has shown his abilities by being involved in many organizational decisions, and helping his fellow employees reach their individual goals. Jon has greatly enjoyed his 22 years of service with the Elkhorn Police Department and looks forward to continuing to serve the residents of Elkhorn for many years to come.



The City of Elkhorn said goodbye to Public Works Department employee **Rob Radzwilowicz** on February 15, 2013.

Rob left the city after 15 years of service to concentrate on his newly purchased goat farm operation in Brown Town.

The City of Elkhorn wishes the best of luck to Rob in all of his future endeavors!

CATS AND DOGS MUST BE LICENSED BEFORE APRIL 1, 2013



Applications and fees for 2013 cat and dog licenses will be taken at City Hall during office hours, Monday -Friday, 8:00 a.m.-4:30 p.m. A copy of your animal's current rabies vaccination record is required by State Statute (Chap. 174) and must accompany the application.

If mailing in your registration

enclose your check made out to the City of Elkhorn, a completed dog/cat license application form (available on the City website www.cityofelkhorn.org) and a copy of current rabies vaccination record along with a self-addressed stamped envelope and mail to: City of Elkhorn, 9 S. Broad Street, P.O. Box 920, Elkhorn, WI 53121.

License fees are as follows:

\$11.00 for spayed or neutered animals

\$17.00 for unaltered animals

A \$5.00 penalty is added if not registered before April 1, 2013.

WHAT'S NEW AT MATHESON MEMORIAL LIBRARY?

The library will be a busy place this spring. Food for Fines will be an option for patrons. During the month of April, the library will forgive fines, \$1.00 for each nonperishable food item (up to \$5.00), to benefit the Elkhorn Food Pantry.

Clifford the Big Red Dog, is turning 50! All ages are invited to celebrate Clifford's 50th birthday on Wednesday, April 10, at 10:00 a.m. with crafts, treats and activities. We will celebrate National Library week, April 14-20, with a variety of activities including an author visit and a concert. The Friends of the Library are sponsoring the author visit with bestselling author, Michael Perry on Wednesday, April 17, at 6:30 p.m. The concert on Friday, April 19, at 6:30 p.m. is an Earth Day celebration with Tim Johnson who will sing "Sand Country Songs." These are free events and open to the public.

We are hosting a Blood Drive on April 30th from 2:00-7:00 p.m. Donated blood will go to the Blood Center of Wisconsin to supply local hospitals. All donors will receive a light lunch and four free passes to Mt. Olympus water park in Wisconsin Dells. Appointments are encouraged and walk-ins are welcome. Check our web site www.elkhorn.lib.wi.us for more information on these and other programs.

As always, I encourage you to contact me with any comments or suggestions regarding the library. You can reach me by phone at 262-723-2678 x 22 or by email at lsejje@elkhorn.lib.wi.us.

Lisa Selje, Library Director

Spring Election-April 2, 2013 7:00 a.m. to 8:00 p.m.

Polling Place: Recreation Center (All Districts)

For information on your Ward or District call City Hall at 723-2219 or go to www.cityofelkhorn.org under City Clerk/elections for information on registering to vote and voting absentee.

ELKHORN ELECTRIC DEPARTMENT

The City of Elkhorn Electric Department has created a Facebook Page and they are using it to keep their customers well informed! Browse pictures of various activities or follow their timeline to make sure you are kept updated on any activities and projects throughout the city. Check them

out at <https://www.facebook.com/COEElectricDept>.

The Electric Department has also started our 2013 Meter Change Out and Testing Program. We will be changing out approximately 1,300 meters this year. This program is being implemented because we are

updating the meters from mechanical meters to digital meters.

If you have any questions or concerns please feel free to call our office at 262-723-3138, or send us a message using Facebook.

SPRING AND SUMMER IS A TIME FOR SPECIAL EVENTS IN THE CITY-PERMITS NEEDED

Spring and summer is a time when many organizations and residents like to have a party.

The City Clerk's office would like to remind residents and organizations that a special events permit is needed when holding an event on the public right-of-way. It is re-

quired for events like street dances, parades, walk/runs and block parties.

Organizations must fill out the application within 45 days of the event; however, fees may be waived if proof of non-profit status is provided. General liability insurance is required. Applications are available at City

Hall during office hours. The applications are reviewed by the City Clerk and a Special Events Staff Team. Staff may ask to schedule a meeting with the organizations holding the event to assist in the planning and coordinating of City services.



P.O. Box 920
 9 S. Broad Street
 Elkhorn, WI 53121
 Phone: 262-723-2219
 Fax: 262-741-5134
 E-mail: info@cityofelkhorn.org

PRE-SORT STD
 U.S. POSTAGE PAID

IMPORTANT CITY SERVICES INFORMATION ENCLOSED

ELKHORN RECREATION DEPARTMENT

With the start of spring and summer around the corner we are excited to begin new programming throughout the city! The Recreation Department has put together many new and exciting programs to keep you and your family entertained throughout the coming months.

The Elkhorn Municipal Pool is tentatively scheduled to open June 8th. Pool hours have been extended to accommodate open swim and lap swim. Check out our *Friday Night School's Out Celebra-*

tion on Friday, June 7th from 6:00-8:00 p.m. Bring your family and friends for a night of pizza, games, and swimming. You will be the first to enjoy the pool for the 2013 season. Register today!

To view the full listing of programs visit www.cityofelkhorn.org, or pick up a brochure from the Recreation Center, Library or Chamber of Commerce. For more information contact the Recreation Director, Wendy Ard, at 741-5114.

POLICE DEPARTMENT'S ANNUAL BIKE SAFETY AND FAMILY FUN DAY

The Elkhorn Police Department will be holding its' 16th Annual Bike Safety and Family Fun Day on Saturday, June 8, 2013 at the Walworth County Fairgrounds. Registration for the bike ride will begin at 9:00 a.m. There will several activities for the families prior to the bike ride at 11:00 a.m.

including several items for silent auction. Lunch will be served after the bike ride and the bike giveaway will take place after lunch has been served.

Donations will be taken for the Elkhorn Food Pantry and the Lakeland animal Shelter. The money that is raised from this

year's event will be donated to the United Way of Walworth County. The Elkhorn Police Department hopes to see everyone there.