

**CITY OF ELKHORN**  
**Finance & Judicial Committee Minutes**  
**First Floor Conference Room, 9 S. Broad Street, Elkhorn, Wisconsin**

August 28, 2017

The Finance and Judicial Committee was called to order at 4:30 p.m. by Alderman McClory, followed by roll call.

**Roll Call**

Present: Aldermen Scott McClory, Tom Myrin, Tim Shiroda

Also present: Alderman Cathy Bensaid, City Administrator Sam Tapson, City Clerk Cairie Virrueta, Finance Director James Heilman, Police Chief Joel Christensen, City Engineer Jason Feucht, Attorney Ward Phillips

**DPW Facilities Design**

Alderman McClory said Task 3 for building design and site planning was the next step in the process for a new DPW facility. City Engineer Feucht recommended step three be completed but that all of the tasks be completed, in addition to the ones in Barrientos's agreement. Alderman McClory asked Feucht if Kapur could complete the other items; yes they could. Administrator Tapson suggested Feucht talk to Norman Barrientos to coordinate the work and also provide a Task Order to the City for the additional site work. ***Motion (Shiroda/Myrin) to recommend Phase 3 with Barrientos for amount listed (\$6,245) with Kapur coordinating with them to complete other site planning work.*** Alderman Myrin asked how long it would take to solicit bids for the architectural work. Administrator Tapson said once the report is done the City could put out for an RFP right after. Administrator Tapson said an LP tank is still in the cold storage facility at the future DPW site and if the committee wanted to pay to keep it; as it is not needed the committee decided it didn't. Administrator Tapson will let the owners know to remove it. ***Voice vote, all approved, motion carried.***

**CVMIC Dividends: Recommendation on disposition of accumulated dividends**

Alderman McClory said this is a yearly decision to take the funds or let CVMIC invest them. In the past the City let CVMIC invest them as they gave a good rate of return. Administrator Tapson said the funds were not needed at this time, however the funds are accessible should they be needed. ***Motion (Myrin/Shiroda) to recommend leaving the funds with CVMIC to invest as they see fit. Voice vote, all approved, motion carried.***

**CVMIC Liability Insurance: Recommendation to renew**

The City's liability insurance with CVMIC is up for renewal and renewal rates will increase 1.03% in 2019 and 2% in 2020. Finance Director Heilman recommended renewing and retaining the same deductible level of \$25,000. Alderman McClory liked locking in the rates into 2020. ***Motion (Shiroda/Myrin) to recommend approval of renewing the City's liability insurance with CVMIC with rates locked through 2020 and a deductible of \$25,000. Voice vote, all approved, motion carried.***

**Review 2018 Budget**

This item is on the agenda during budget preparation in case there are any questions by the committee. There were none.

**Adjourn into Closed Session**

***Motion (Myrin/Shiroda) to adjourn into Closed Session Pursuant to Wisconsin Statute 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" regarding claims against City.*** Adjourned at 4:52 p.m.

**Reconvene in Open Session**

Committee reconvened into Open Session at 5:20 p.m.

***Motion (Shiroda/Myrin) to recommend denying claims against the City for the July 12 rain event. Voice vote, all approved, motion carried.***

**Adjourn**

The committee adjourned at 5:20 p.m.

Cairie L. Virrueta  
City Clerk