



F O R T • A T K I N S O N

**AGENDA  
CITY COUNCIL MEETING  
MUNICIPAL BUILDING COUNCIL CHAMBERS  
101 N. MAIN STREET, FORT ATKINSON, WISCONSIN  
JANUARY 2, 2018 ~ 7:00 P.M.**

1. Call meeting to order.
2. Roll call.
3. Approval of minutes of December 19, 2017 regular Council meeting.
4. Public Hearings  
None.
5. Public Comment
6. Petitions, Requests and Communications  
None.
7. Resolutions and Ordinances  
None.
8. Reports of Officers, Boards and Committees
  - a. Minutes of Historical Society Board meeting held November 15, 2017.  
Action – Accept and file.
  - b. Minutes of Police & Fire Commission meeting held December 21, 2017.  
Action – Accept and file.
  - c. Minutes of Traffic Review Committee meeting held December 14, 2017.  
Action – Accept and file.

9. Unfinished Business

None.

10. New Business

None.

11. Miscellaneous

None.

12. Claims, Appropriations and Contract Payments

a. Verified claims.

Action – Motion to approve list of verified claims presented by the Director of Finance and to authorize payment.

13. Adjournment

If you have special needs or circumstances which may make communication or accessibility difficult at the meeting, please call (920) 563-7760. Accommodations will, to the fullest extent possible, be made available on request by a person with a disability.

**CITY OF FORT ATKINSON  
City Council Minutes ~ December 19, 2017**

CALL MEETING TO ORDER.

Pres. Becker called the meeting to order at 7:00 pm.

ROLL CALL

Present: Cm. Kotz, Cwmn. Gehred, Cm. Lescohier, Cm. Hartwick and Pres. Becker.

APPROVAL OF MINUTES OF DECEMBER 5, 2017 REGULAR COUNCIL MEETING.

Cm. Kotz moved, seconded Cm. Hartwick by to approve the minutes of December 5, 2017 regular council meeting. Motion carried.

PUBLIC HEARINGS

a. *Public hearing on request to rezone Lots 1 and 2 of Certified Survey Map creating two separate parcels at the southwest corner of East Highland Avenue and Whitewater Avenue from C-1 to R-2.*

After three calls, the President closed the public hearing without comments.

PUBLIC COMMENT

None.

PETITIONS, REQUESTS AND COMMUNICATIONS

a. *Update from Chamber of Commerce on annual Tourism Report and Budget.*

Carrie Chisholm from the Chamber of Commerce provided their annual tourism report and budget.

Cm. Lescohier moved, seconded by Cm. Hartwick to accept and file the update from Chamber of Commerce on annual Tourism Report and Budget. Motion carried.

b. *Request by Microlite Flyers to hold fly-in at the Airport on January 6, 2018.*

This is an annual request by the group and they have submitted a certificate of liability insurance.

Cm. Kotz moved, seconded by Cwmn. Gehred to approve the request from the Microlite Flyers to hold fly-in at the airport on January 6, 2018. Motion carried.

RESOLUTIONS AND ORDINANCES

None.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

a. *Minutes of Finance Committee meeting held December 5, 2017.*

b. *Minutes of Planning Commission meeting held December 12, 2017.*

c. *Minutes of Historic Preservation Commission meeting held November 13, 2017.*

d. *Minutes of Tourism Commission meeting held November 16, 2017.*

Cm. Hartwick moved, seconded by Cm. Lescohier to accept and file the reports of officers, boards and committees. Motion carried.

UNFINISHED BUSINESS

a. *Recommendation from Planning Commission to approve request to rezone Lots 1 and 2 of Certified Survey Map creating two separate parcels at the southwest corner of East Highland Avenue and Whitewater Avenue from C-1 (service business district) to R-2 (two-family residential) and Ordinance.*

Engineer Selle reviewed the recommendation from Planning Commission. Selle reviewed the surrounding stormwater area and future plans for the larger lot that remains following the CSM. R-2 allows up to two family units, similar to condominiums that share a common wall with a zero lot line. The developer did request the Council to consider waiving the second and third readings so he can begin development and ground breaking.

Cm. Hartwick moved to send the ordinance to its second reading. Motion failed due to lack of a second.

Cm. Lescohier moved to suspend the rules and approve the first reading and waive the second and third readings. Cm. Kotz seconded the motion and carried on a unanimous roll call vote.

Cm. Lescohier moved to adopt ordinance to rezone Lots 1 and 2 of CSM creating two separate parcels at the southwest corner of East Highland Avenue and Whitewater Avenue from C-1 to R-2. Motion seconded by Cm. Kotz and carried on a unanimous roll call vote.

b. *Recommendation from Finance Committee to approve restructuring of Police Department and corresponding wage adjustments.*

Chief Bump reviewed the recommendation of restructuring the Department. Members of the Department support the restructuring. Compression review was also done on wage levels between officers and lieutenants.

Cm. Lescohier moved, seconded by Cm. Hartwick to approve the recommendations from Finance Committee to approve restructuring of Police Department and corresponding wage adjustments. Motion carried on a unanimous roll call vote.

c. *Recommendation from Finance Committee to approve wages for 2018.*

Manager Trebatoski reviewed the recommendations that included a 1.5% increase for full time employees and adjustments to Fire Chief, Police Captains and Senior Center Director. Additionally, many part-time positions will receive a 1% wage increase.

Cm. Hartwick moved, seconded by Cwmn. Gehred to approve the recommendations from Finance Committee to approve wages for 2018. Motion carried on a unanimous roll call vote.

d. *Recommendation from Finance Committee to approve handbook changes for 2018.*

Manager Trebatoski presented the recommended revisions to the handbook. Attorney Steven Zach provided review and comments. Clerk Ebbert discussed electronic devices and technology advances to include any device used for city purposes. Cm. Hartwick shared concerns for 'at will' employment language on page 4 of the handbook. Trebatoski discussed the language and

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justification for the recommendation of 'at will' employment. Attorney Westrick discussed the differences with 'just cause' and 'at will'.

Cm. Hartwick moved to delete paragraph 2 under DISCLAIMER STATEMENT on page 4 of the handbook that reads *'The City's employees are "at-will" employees, except if provided by applicable State of Wisconsin Statutes, collective bargaining agreement or individual contract and may be terminated at any time with or without notice, and with or without cause, at the option of the City or the employee so long as not for an illegal reason. No Department Head or supervisor has authority to create a contract or any agreement contrary to this Handbook'*. Cwmn. Gehred seconded the motion. Discussion continued. Manager Trebatoski referenced the Discharge and Discipline Policy and Procedure.

A roll call vote was taken Gehred and Hartwick for, Kotz Lescohier and Becker against; motion fails.

Cm. Hartwick made a motion to move the DISCLAIMER STATEMENT section to the Discipline and Discharge Policy to page 35 of the handbook. Cwmn. Gehred seconded the motion. Cwmn. Gehred suggested an amendment to put back in the suggested deleted PHILOSOPHY AND OVERVIEW statement. Cm. Hartwick seconded the motion. (The addition of PHILOSOPHY AND OVERVIEW statement would not move the DISCLAIMER STATEMENT to page 35 of the handbook.)

A roll call vote was taken with Gehred and Hartwick and Becker for, Kotz and Lescohier against; motion carries. The PHILOSOPHY AND OVERVIEW statement will remain and the DISCLAIMER STATEMENT will also remain as presented.

Cm. Lescohier moved to approve the recommendations from the Finance Committee with amendments. Cm. Kotz seconded the motion with a further recommendation that the changes be reviewed with Attorney Zach whom provided the original recommendations. Cm. Lescohier conquered with the addition to the motion. Motion carries.

*e. Review and approve change order for 2017 paving contract with Payne & Dolan.* Engineer Selle reviewed the memo that closes out the paving contract. The change order removes S. Water Street West and includes additional review on Janesville Avenue and Ralph Park. The original bid for all work was \$170,912.

Cm. Hartwick moved to approve the invoice for payment \$182,144.25 to Payne and Dolan. Cm. Lescohier seconded the motion and carried on a unanimous roll call vote.

*f. Review and approve proposal for Larson Lagoon stormwater design.* Engineer Selle reviewed the 2009 Stormwater Plan that identified the Larson Lagoon property as a location to assist with the City fulfilling the permit limits on the Total Suspended Solids. The City received A WDNR Grant to help pay for design and construction of this project in the amount of \$150,000. Hey and Associates provided stormwater experience.

Cm. Lescohier moved, seconded by Cwmn. Gehred to approve proposal for Larson Lagoon stormwater design with Hey and Associates in the amount of \$34,400 with additional work to be performed at the discretion of the City Engineer and approval of the City Manager, up to \$5,000. Motion carried on a unanimous roll call vote.

#### NEW BUSINESS

a. *Review and approve quote for purchase of snow plow to attach to skid steer for Department of Public Works.*

Director Kent Smith reviewed the two quotes for purchase of a snow plow. Both quotes were for a Virnig V60 snow plow/pusher HSBP 132 with identical specifications. Bobcat of Janesville provided a quote of \$7,450 with a quote from Skid Steer Solutions at \$8,605.

Cm. Hartwick moved, seconded by Cm. Kotz to approve the quote for purchase of a snow plow to attach to skid steer for Department of Public Works from Bobcat of Janesville not to exceed \$7,450 with funds available in the snow and ice control account. Motion carried on a roll call vote.

b. *Review and approve quote for purchase of ambulance for Fire Department, contingent on inspection.*

Chief Rausch reviewed the proposals received for purchase of a remounted type 3 ambulance. A remounted ambulance is a new chassis with a refurbished ambulance module mounted on it. A \$1,000 delivery fee is being provided to bring the vehicle to the Department for inspection. Should the inspection not be appropriate, the Department will provide the delivery and not be required to purchase the unit.

Cm. Hartwick moved, seconded by Cm. Lescohier to approve the quote for purchase of ambulance from Lifestar Specialty Vehicles contingent upon final inspection, not to exceed \$77,800 and to thank the funding sources and sponsors. Motion carried on a roll call vote.

Chief Rausch provided the following local community partners that aided in the development of the ambulance service and equipment: The Fireside Dinner Theater, Fort Atkinson Community Foundation, Fort Health Care and Badger Basement.

c. *Review and approve quote for purchase of 3/4-ton pick-up with plow for Parks Department as budgeted.*

Director Scott Lastusky reviewed the quotes from Griffin Ford and Ketterhagen. Griffins quote was \$34,939 with a trade-in allowance of \$22,000 for the 2014 Jeep with a final purchase price of \$12,939. \$11,500 was budgeted in capital outlay to combine with the \$22,000 trade in to provide \$33,500 for purchase.

Cm. Kotz moved, seconded by Cm. Hartwick to approve the quote from Griffin Ford with trade-in allowance to purchase a ¾ ton pick-up with plow for Parks Department as budgeted. Motion carried on a roll call vote.

MISCELLANEOUS

*a. Appointment of Election Inspectors for 2018-2019.*

Cwmn. Gehred moved, seconded by Cm. Kotz to approve the appointment of Election Inspectors for 2018-2019. Motion carried.

*b. Granting operator licenses.*

Cm. Hartwick moved, seconded by Cm. Kotz to approve the granting of operator licenses. Motion carried.

*c. City, Sewer, Water and Stormwater Utility Financial Statements as of November 30, 2017.*

Cm. Lescohier moved, seconded by Cm. Kotz to approve the City, Sewer, Water and Stormwater Utility Financial Statements as of November 30, 2017. Motion carried.

*d. Adjourn to closed session after regular City Council meeting pursuant to Section 19.85(1)(c), WI Statutes, to conduct City Manager appraisal.*

Cwmn. Gehred moved, seconded by Cm. Lescohier to adjourn to closed session after regular City Council meeting pursuant to Section 19.85(1)(c), WI Statutes, to conduct City Manager appraisal. Motion carried on a unanimous roll call vote.

CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS

*a. Verified claims.*

Cm. Kotz moved to approve the list of verified claims submitted by the Director of Finance and authorize payment. Motion seconded by Cm. Lescohier and carried on a roll call vote.

ADJOURNMENT

Cm. Hartwick moved, seconded by Cm. Kotz to adjourn the meeting. Meeting adjourned at 8:48 pm.

Respectfully submitted  
Michelle Ebbert  
City Clerk/Treasurer

**1. Call to Order:** by President Bob Cheek at 4:00.

**2. Roll Call:** Jack Blodgett (absent), Bob Cheek, Bonnie Geyer, Karen Gomez, Loren Gray, Don Henning (absent), Sue Johnson, Denice Jones (absent), Jerry McGowan, John Molinaro (absent), Joel Winn (absent)

Standing Positions: Merrilee Lee, Steve Larson, Matt Trebatoski (absent), Beth Gehred (council representative) (absent)

Also in Attendance: Beverly Dahl, recorder

**3. Public Comments:** none

**4. Guest - Ed Morse, Jefferson County Historic Sites Preservation Commission:**

'Jefferson County Historic Sites Preservation Commission' is now known as 'Historic Sites Council' after recent reorganization, and is part of the Jefferson County Parks Department. Its original purpose was to acquire grants from the state (and national government) to put property on the Historic Register. However, the original creation ordinance was not properly defined in terms of property use, so the group can no longer obtain grants, but still can assist homeowners, promote history, provide county 'Historic Landmark' designation (ex. Potters Field at old Poor Farm). It can promote historic education, working with Historical Societies. They are seeking input as to how to have a closer relationship with the Fort Atkinson Historical Society.

The Council's December meeting will formalize the mission of the Council, and they are looking for input. The meeting is open to public; Museum Director Lee will attend. There are 5 members on the Council, who receive a per diem for meeting time; 3 are county board members, others are community leaders. The group meets every other month. The County website has a Parks Dept. link, and will be adding content for the Council. In pending work for the Council, there are several sites that are candidates for landmark status.

One activity being considered is a yearly historic educational conference. Museum Director Lee noted that the county and border Historical Societies cooperated on WWI exhibits this year. Suggestion – a yearly conference for local teachers to learn about resources for local history. They would be interested in helping coordinate activities of local Historical Societies in cooperative efforts. Another program concerning how to list on the national registry could be a cooperative effort. The Council was concentrating on rural, unincorporated areas in the past, but would like to work with cities more.

The group has published a series of booklets of surveys of local historic sites. An example was brought to the meeting. They have been used by Museum Staff in the past.



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It was noted that there was a county-wide alliance in past, which published a brochure of all county Historical Society contacts and hourly information. There has been discussion of updating that, and of using room-tax tourism funds to publish that information. The Museum Director will bring current contact information to the December Council meeting.

**5. Review and approve October meeting minutes and November committee minutes:**

Discussion - Admin Comm. meeting minutes: a bonus for staff was approved, but to be awarded in Chamber Bucks. Correction noted.

Motion to approve with revision by L. Gray, seconded B. Geyer. Approved.

**6. Director's Report:**

- Announcements – Volunteer Linda Niemeyer's mother passed recently, as did Board Member Denise Jones's sister – card routed to send.
- World Dairy Expo – October – went well.
- Staff is working on event schedule for 2018 programming.
- Attendance is still up over last year's totals.
- City capital improvement projects are ongoing – see below. City electrician still working on new lighting.
- Black Hawk Artist show closes tomorrow after a two-week rental.
- Thanksgiving week – Tuesday staff and volunteers will be doing holiday decorating. Museum is closed Wednesday-Friday. Saturday, will have 'Winter Workshop' with craft projects for family activity.
- Gingerbread house contest registration will be the week after Thanksgiving.
- 4 days of Piano Recitals are scheduled in December.
- Museum Gift Show will be at Fort Club during Winter Market, first Saturday in December.

**7. Treasurer's Report:** Loren Gray – no report

**8. Committee Reports:**

**Development** by Bonnie Geyer - Minutes routed.

New business members – Blodgett's, Fort Healthcare, Dr. Neff Animal Clinic, Midwest Alarm.

**Administration** by Loren Gray - Minutes routed.

**9. Proposed 2018 Fort Atkinson Historical Society Budget:**

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Budget routed prior to meeting. Note smaller deficit than last year (\$1,500-1,600), but consistent with past budgets, with a slight salary increase for Historical Society employees.

**Action:** J. McGowan moved to accept as presented, seconded S. Johnson, approved.

#### **10. Discussion of Board Member Elections & Appointments:**

Board members are now 3-year elected terms, for a maximum 3 terms. No one has notified of intention not to complete their term, no terms expire, so there are no vacancies.

Bonnie Geyer would be in line to succeed Presidency, but has a conflict in next year, so would prefer not succeeding the current President immediately. Discussion between President and Director resulted in proposal to leave officers in place for another year. Therefore, no Nominating Committee for vacancies is required. The February Annual Meeting will have no elections, the Board will have officer elections at the following meeting.

#### **11. Update on Membership Renewal and RMD (Required Minimal Distribution of IRA for people over 70 years old) Solicitation:**

The last Development Committee meeting included work on a Membership letter and packet being prepared for mailing in December. 2018 will have 3 Member-Only days as a benefit. Mailing will also include a RMD letter suggesting donations, and a form is included, noting that charitable donations are tax-free.

Question – Have there been any donations to Community Foundation? Some small donations have been received.

#### **12. Discussion of FA School District Proposed Collaboration Project:**

FASD – Museum Director met with representatives. They are proposing discontinuing the 4<sup>th</sup> grade Oral History project, and starting a 4<sup>th</sup> grade Poetry project related to Lorine Niedecker. They are asking for assistance in lesson plans and curriculum development. The Museum Director has been asked to serve on the planning committee. Document of the proposal was routed to Board.

Issues cited included concern for inclusivity for students without immediate family available for interviews and the limited number of students being recognized.

No determination of how private schools feel about a change.

Thoughts from discussion:

- hopes that local influence is stressed;

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- that Museum is included and critical in project;
- that a poem would be included that would involve an older family member;
- not sure how inclusive poetry is to all students;
- unknown nature of the event – the District has proposed an event for each school;
- questions about how to recognize best efforts;
- key that school district is still interested in working with museum.

Director is looking for approval to continue working with school district on a project. She is planning to have a list of 'must-haves', including a family history component. If private schools are still interested in keeping Oral History program, would like to continue supporting them.

**Action:** Motion for Director to pursue project discussion by L. Gray, seconded B. Geyer, approved.

**12. Project and facility updates:**

- Exterior lights are now installed at front doors of Museum. Still to come--lighting at back door. Electrician will be adjusting automatic timing and angles for lighting. Interior manual switch will also be installed.
- New Hoard Family panels are now installed in lower floor of Hoard house.
- Winter facility preparation is complete.
- Publicity for Gingerbread contest has begun.

**13. Upcoming meeting dates:**

Development Committee: Thursday, December 7th at 4:00 pm

Administration Committee: Thursday, December 14th at 4:00 pm

Full Board Meeting: Thursday, December 21st at 4:00pm

**14. Items for Agenda for next meeting:**

None – contact President if any arise.

**15. Adjourn:** motion to adjourn S. Larson, seconded L. Gray. Adjourned at 4:50.

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**POLICE & FIRE COMMISSION MINUTES  
CITY OF FORT ATKINSON  
Thursday, December 21, 2017 at 4:00 p.m.  
Conference Room, Municipal Building**

The meeting was called to order by Chairman Frame at 4:00 p.m.

Members present: Frame, Johnson, Jones, Kulczewski and Schultz

Members absent: None

Others present: City Manager Trebatoski and City Attorney Westrick

1. *Approval of Minutes:* On a Schultz/Johnson motion, the Minutes of the September 20, 2017 meeting were unanimously approved by a voice vote.
2. *Request approval to promote three Lieutenants to the rank of Captain effective January 1, 2018.*

Chief Bump recommended restructuring the Police Department. He indicated a rank restructure promoting the current lieutenants to captains and maintain the third shift supervisory position at a level of lieutenant would allow for all the updates to transition smoothly while achieving all the intended goals. A compression review was also done on wage levels between officers and lieutenants. The three employees being promoted from lieutenant to captain are Jeff Davis, Chad Lange and Todd Schulz.

On a Schultz/Jones motion, the request to promote three Lieutenants to the rank of Captain at the Police Department effective January 1, 2018 was approved. The motion passed unanimously on a voice vote.

4. *Adjournment:*

On a Jones/Kulczewski motion, the Commission adjourned at 4:21 p.m. The motion passed unanimously on a voice vote.

Respectfully submitted,

Richard Schultz, Secretary

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**TRAFFIC REVIEW COMMITTEE MINUTES  
CITY OF FORT ATKINSON  
CONFERENCE ROOM, POLICE DEPARTMENT  
DECEMBER 14, 2017 - 2:00 p.m.**

The meeting was called to order by Chairman Selle at 2:05 p.m. in the Conference Room of the Police Department.

Members Present: Andy Selle, Adrian Bump, Rudy Bushcott, Kent Smith (left at 3:00 p.m.) and Jeff Armstrong

Members Absent: Paul Kotz

Others Present: Beth Gehred, Kay Dries, Adele Salameh and Mike Herl of the Creamery Building

- 1. Motion to approve the Minutes of the June 28, 2017 meeting made by Bump, second by Bushcott. Motion passed by unanimous voice vote.

Due to a member of the audience being present for item 7-a, it was agreed that item would be addressed first.

7. Miscellaneous:

- a. *Discuss establishment of 4-way stop at Merchants Ave. at S. 3<sup>rd</sup> St., E.*

Kay Dries addressed her request. She indicated she is concerned about the safety of pedestrians in the area because of the closeness that vehicles are allowed to park to the intersection. She would like to see either a four-way stop or to remove one parking stall on Merchants Avenue on both sides of Third Street.

Chief Bump did a five-year history of this intersection, and there have been two accidents reported. Chief Bump had two officers perform an assessment of the request who indicated that due to this being a school route, placing a four-way stop would cause more congestion and backups in the area. It was agreed there is a safety issue when cars are parked too close to the intersection.

Bushcott indicated Library staff does try to park a block or so away from the Library to keep parking stalls open in the area for patrons.

Selle, seconded by Bump, moved to deny the request to place a four-way stop at the intersection of Merchants Ave. and South Third St., East and that the Engineering Department staff look into reconfiguring parking stalls and discuss the situation with the Library Director. Motion passed by unanimous voice vote.

2. Parking Requests:

- a. *Parking limit in parking lot at northeast corner of North Main Street and East Sherman Avenue (Lot 4).*

A request was received from Paddy's indicating their customers are having a hard time finding parking stalls in the lot across the street from their business during the lunch hour. The businesses located in the Creamery building did give notices to their employees requesting that they park in their private lot to the north of their building. That did seem work until the weather got colder and now the employees seem to be occupying the lot on East Sherman Avenue.

It is being suggested that half of the lot be designated as two-hour parking during weekday business hours. Beth Gehred suggested if this is going to be done, it should be designated on the north or south side of the lot for ease in enforcement. Mike Herl indicated the tenants in his building need all the parking they can get. He has issued 86 parking passes for the lot to the north of their building. He said when he has done checks of the parking lot, there are approximately 50 open spots and doesn't know why employees aren't using that lot.

They are putting in another entrance on the Creamery Building near McDonald's which will make access much easier for those parking in the lot to the north of the building. Bushcott indicated if the two-hour restriction were placed in lot 4, that would tend to force employees to use the private lot more.

Mr. Salameh indicated he also experiences parking shortages for his customers of the Verlo Mattress business along West Sherman Avenue. He said he felt that Paddy's thinks this is their own lot.

Gehred indicated it may take getting employees educated on how it can help the community and everyone if they were to park in their private lot. Gehred indicated she would be willing to talk with the employees.

Selle moved to recommend two-hour parking restriction on the south side of parking lot 4 on a temporary basis, effective immediately and to revisit the matter in March of 2018. Motion seconded by Bushcott and the motion died on a 2-2 vote.

Bump moved to take no action on the request at this time. Motion seconded by Armstrong and carried on a 3-1 vote with Selle voting against.

3. Speed Limit Reviews:

- a. *Traffic speed study and complaint check for speed bumps and speed limit signs on Washington Street north of Madison Avenue*

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This matter was addressed at the June 28, 2017 meeting and Chief Bump indicated he would conduct a speed study of the area. He indicated the study was performed and it indicated there was not a problem with speeds in the area.

Selle, seconded by Armstrong, moved to take no action on this request. Motion passed by unanimous voice vote.

b. *Speed limit signs on Adams Street north of Riverside Drive.*

This matter was also addressed at the June 28, 2017 meeting and a speed study completed. Chief Bump indicated he feels it may appear that traffic is traveling faster because of the curve in the roadway. The speed study in this area did not indicate there was a speed problem.

Selle, seconded by Bushcott, moved to take no action on this request. Motion passed by unanimous voice vote.

4. Traffic Signal Reviews:

None.

5. Miscellaneous:

b. *Discuss establishment of 3-way stop at Industrial Dr. and Klement St.*

This request was received from Redi-Serve/OSI. They are concerned for the safety of their employees crossing the street in this area to get to an employee parking lot.

Chief Bump indicated it may be best to put in one stop sign on Klement Street and install pedestrian crossings.

Selle, seconded by Bump, moved to table this item until the March, 2018 meeting and that the Engineering Department will contact Redi-Serve/OSI and Advanced Disposal to determine what the best location would be for a stop sign as far as their companies are concerned. Motion passed by unanimous voice vote.

c. *Discuss returning one-way S. High St. and Bluff St to two-way traffic pattern.*

Selle indicated this is just to begin discussions on this item. The process is to assist with funneling school traffic. Chief Bump indicated he would like to talk with residents that would be affected.

Selle, seconded by Armstrong, moved to table this matter until the March, 2018 meeting and that the Engineering Department contact the School District, St.

Paul's and bus company to get input on the matter. Motion passed by unanimous voice vote.

6. Adjournment:

Bump, seconded by Selle, moved to adjourn the meeting and passed by unanimous voice vote. The meeting was adjourned at 3:22 p.m.

Respectfully submitted,



Leila Carl, Adm. Secretary