

**CITY OF FORT ATKINSON**  
**City Council Minutes ~ January 16, 2018**

CALL MEETING TO ORDER.

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

ROLL CALL.

Present: Cm. Kotz, Cwmn. Gehred, Cm. Lescohier, Cm. Hartwick and Pres. Becker. Also present: City Manager, City Attorney, City Clerk/Treasurer and City Engineer.

APPROVAL OF MINUTES OF JANUARY 2, 2018 REGULAR COUNCIL MEETING.

Cm. Hartwick moved, seconded by Cm. Lescohier to approve the minutes of January 2, 2018. Motion carried.

PUBLIC HEARINGS

None.

PUBLIC COMMENT

None.

PETITIONS, REQUESTS AND COMMUNICATIONS

None.

RESOLUTIONS AND ORDINANCES

*a. Resolution combining Wards for February 20, 2018 Spring Primary Election.*

Cm. Lescohier moved, seconded by Cm. Kotz to approve the Resolution combining wards for February 20, 2018 Spring Primary Election. Motion carried on a roll call vote.

*b. Resolution to approve commitment of fund balances.*

Manager Trebatoski reviewed the necessary Resolution from the Governmental Accounting Standards Board (GASB) Statement No. 54 confirming the commitment of fund balances be used for the intended purposes as it pertains to EMS, property tax revenue and the municipal vehicle registration fee.

Cm. Kotz moved, seconded by Cm. Hartwick to approve the Resolution to approve commitment of fund balances. Motion carried on a roll call vote.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

*a. Building, Plumbing and Electrical Permit Report for December, 2017.*

*b. Minutes of License Committee meeting held January 11, 2018.*

Cm. Kotz moved, seconded by Cm. Hartwick to accept and file the Reports of Officers, Boards and Committees. Motion carried.

UNFINISHED BUSINESS

*a. Progress report on adult care facilities.*

Chief Bump provided the most recent review of calls for service as it relates to adult care facilities. Chief added the data will still be tracked, however may not be provided on a quarterly basis. Chief also discussed processes that are done by the Officer when one is detained.

1. Extend moratorium and move to a six (6) month review window for the next period.
2. Move away from a quarterly statistical presentation of progress for the moratorium.
3. Use the next six (6) months to complete a working Fort Atkinson definition of CBRFs.
4. Complete a final draft ordinance that will outline a licensing procedure for CBRFs.
5. Create a final draft of the approval process/criteria for CBRFs within City Zoning.
6. Initiate lobbying efforts and work to influence constraints to improve efficiencies.

Michael Zor addressed the Council. The consortium is focusing on educational efforts and training.

Cm. Lescohier moved to approve the recommendations: Extend moratorium and move to a six (6) month review window for the next period, move away from a quarterly statistical presentation of progress for the moratorium, use the next six (6) months to complete a working Fort Atkinson definition of CBRFs, complete a final draft ordinance that will outline a licensing procedure for CBRFs, create a final draft of the approval process/criteria for CBRFs within City Zoning and initiate lobbying efforts and work to influence constraints to improve efficiencies.

Cm. Hartwick seconded the motion and carried.

*b. Recommendation from License Committee to approve Class "A" Fermented Malt Beverage and "Class A" Liquor Cider Only for Casey's General Store to use at 342 Whitewater Avenue.*

Clerk/Treasurer Ebbert reviewed the recommendation to approve the license for Casey's General Store. This location is currently Citgo on the Point and holds the same license as Casey's is applying for.

Cm. Kotz moved, seconded by Cwmn. Gehred to approve the recommendation from License Committee to approve Class "A" Fermented Malt Beverage and "Class A" Liquor Cider Only for Casey's General Store to use at 342 Whitewater Avenue contingent upon proof of ownership. Motion carried.

*c. Review and approve amended contract for Larsen Lagoon stormwater design.*

Engineer Selle stated there was an oversight in the final cost of the Larsen Lagoon project. It was awarded to Hey and Associates in an amount not to exceed \$34,400. Upon reviewing the contract, an error was found in the table calculating the total by the contractor. The actual contract cost will be \$37,640.

Cm. Lescohier moved, seconded by Cwmn. Gehred to approve the amended contract with Hey and Associates in the amount of \$37,640 and allowing additional work to be performed at the discretion of the City Engineer and approval of the City Manager. Motion carried on a roll call vote.

NEW BUSINESS

a. *Review and approve lease agreement with 2 Rivers Bicycle and Outdoor to use warming shelter at Haumerson's Pond for equipment rental and concession services.*

Manager Trebatoski reviewed the agreement with 2 Rivers Bicycle. Rentals will include cross country skis, snow shoes and ice skates. Concessions will consist of coffee, hot chocolate and various snack foods. No rent will be charged by the City at this time and it is the intent of 2 Rivers to provide a source of donations to the Friends of Haumerson's Pond from the fees and concessions. The agreement will run December 1, 2017 to March 31, 2018. 2 Rivers will be monitoring the intake of fees.

Cm. Kotz moved, seconded by Cm. Lescohier to approve the lease agreement with 2 Rivers Bicycle and Outdoor to use warming shelter at Haumerson's Pond for equipment rental and concession services. Motion carried.

MISCELLANEOUS

a. *Granting operator licenses.*

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

b. *Adjourn to closed session after regular City Council meeting pursuant to Sec. 19.85(1)(c), Wisconsin Statutes, to conduct City Manager appraisal.*

Cm. Lescohier moved, seconded by Cm. Hartwick to adjourn to closed session after regular City Council meeting pursuant to Sec. 19.85(1)(c), Wisconsin 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, seconded by Cm. Hartwick to approve the list of verified claims submitted by the Director of Finance and authorize payment. Motion carried on a roll call vote.

ADJOURNMENT

Cm. Kotz made a motion to adjourn, seconded by Cm. Hartwick and meeting adjourned at 7:45 pm.

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Michelle Ebbert, City Clerk/Treasurer

APPROVED:

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PRESIDENT OF THE COUNCIL