

CITY OF FORT ATKINSON
City Council Minutes ~ February 2, 2016

CALL MEETING TO ORDER.

Pres. Kotz called the regular City Council meeting on February 2, 2016 to order at 7:00 pm.

ROLL CALL.

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

APPROVAL OF MINUTES OF JANUARY 19, 2016 REGULAR COUNCIL MEETING.

Cwmn. LaMuro moved, seconded by Cm. Hartwick to approve the minutes of the January 19, 2016 regular council meeting with one correction on page three. Motion carried.

PUBLIC HEARINGS

None.

PUBLIC COMMENT

None.

PETITIONS, REQUESTS AND COMMUNICATIONS

a. Request by Studio 8 to close a portion of Williams Street for fundraiser event to be held Saturday, May 7, 2016.

Manager Trebatoski reviewed the request by Studio 8 to close Williams Street for a fundraiser. Chief Bump and Chief Reel have no issues with granting the closure request as long as the road was properly barricaded, signed and the alley between Rockwell Avenue and Williams Street identified and coned to show the 20-foot width and signed for no parking.

Cm. Hartwick moved to approve the request by Studio 8 to close a portion of Williams Street for a fundraiser event to be held on Saturday May 7, 2016 from 8:00 am to 1:00 pm. Cwmn. LaMuro seconded the motion and carried.

b. Request to begin process of declaring City of Fort Atkinson as a Bird City, and Resolution proclaiming May 14, 2016 as International Migratory Bird Day.

Manager Trebatoski introduced the resolution and information regarding the City being designated as a Bird City. Representatives presented to the Council regarding the process of declaring Fort Atkinson as a Bird City. International Migratory Bird Day will be proclaimed as May 7, 2016. More than 90 communities in the State are designated as bird cities. Cm. Hartwick read the proclamation.

Cm. Hartwick moved to approve, adopt Resolution and approve the submittal of the application. Cm. Becker seconded and carried on a unanimous roll call vote.

RESOLUTIONS AND ORDINANCES

a. Ordinance restricting parking on the east side of Robert Street from Madison Avenue to a point 175-feet north.

Manager Trebatoski stated this is the third reading of the Ordinance to restrict parking on the east side of Robert Street from Madison Avenue to a point 175 feet north.

Cm. Lescohier moved to approve and adopt the Ordinance restricting parking on the east side of Robert Street from Madison Avenue to a point 175-feet north. Cwmn. LaMuro seconded and carried on a unanimous roll call vote.

b. Ordinance removing truck route in the area of Lorman, Clarence and Hake Streets.

Manager Trebatoski stated this is the third reading of the Ordinance to remove a truck route in the area of Lorman, Clarence and Hake Streets.

Cm. Becker moved to approve and adopt Ordinance removing the truck route in the area of Lorman, Clarence and Hake Street. Seconded by Cwmn. LaMuro and carried on a unanimous roll call vote.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

a. Minutes of Historical Society Board meeting held December 17, 2015.

b. Minutes of Historic Preservation Commission meeting held December 14, 2015.

Motion made by Cwmn. LaMuro, seconded by Cm. Hartwick to accept and file the reports of officers, boards and committees. Motion carried.

UNFINISHED BUSINESS

None.

NEW BUSINESS

a. Review and approve adding K-9 Unit to Police Department and accept grant and donation.

Chief Bump reviewed the power point presentation to the Council. Chief was notified that an anonymous donor came forward to donate funding for a K-9. He reviewed the advantages to the City and the Department for installing a K-9 unit. There is a potential budget impact of \$870 per year.

Cwmn. LaMuro asked where the dog would reside. Chief replied a handler will be assigned from the Police Department. The dog would reside with them as the family pet. The handler and dog would receive training throughout the year. Chief confirmed 16 hours a month specifically for the dog, whether at a kennel or with the Handler/Officer during shift.

Manager Trebatoski asked Chief what the financial impact would be if the Department chose to install a unit with the donor. Chief Bump replied it could range from \$12,000 to \$30,000 to implement a dog and training.

Cm. Lescohier made a motion to approve adding a K-9 unit to the Police Department and accept the grant and donation. Cm. Hartwick seconded the motion and carried on a unanimous roll call vote.

b. Review and approve engineering services agreement for centrifuge project at Wastewater Utility as budgeted.

Wastewater Utility Supervisor Paul Christensen was present to review the engineering services agreement for the centrifuge project.

Cm. Hartwick moved to approve the engineering services agreement for the centrifuge project at Wastewater Utility not to exceed \$37,373.00 from Donohue & Associates, Sheboygan WI. Seconded by Cm. Lescohier and carried on a roll call.

c. *Request for support to submit Safe Routes to School plan grant.*

Engineer Selle reviewed the safe routes to school program which would include seven schools in the City. This was a goal of the 2008 Comprehensive Plan. If awarded, the City and School could split the required 20% matching funding. If we made it to the second round it would require a resolution from the City Council solidifying the commitment. The grant was submitted on January 29th.

Cm. Lescohier moved, seconded by Cwmn. LaMuro to approve the support of the Safe Routes to School Program. Motion carried on a unanimous roll call.

MISCELLANEOUS

a. *Request to change April 5, 2016 City Council meeting to Thursday, April 7, 2016 due to Spring Election.*

Clerk Ebbert requested the Council take no action on this item. There is a placemaking meeting scheduled for April 7th. She will coordinate with Staff to accommodate the City Council meeting and Election duties. No action was taken.

b. *Granting operator licenses.*

Cm. Hartwick moved, seconded by Cwmn. LaMuro to approve operator licenses as presented.

c. *Denial of operator license.*

Clerk Ebbert stated that a background check was done on the applicant, and she does not meet the criteria to hold an operator license in the City of Fort Atkinson. The applicant and employer were notified of the denial of the license as recommended by Chief Bump.

Cm. Becker moved to approve the denial as the applicant does not meet the criteria to possess an operator license in the City of Fort Atkinson. Cwmn. LaMuro seconded the motion and carried.

d. *Request to set License Committee meeting date.*

Meeting set for February 16, 2016 at 6:30 p.m.

e. *Request to set Board of Review date.*

Board of Review set for June 1, 2016 from 9:00 – 11:00 a.m. Cm. Becker may not be in attendance.

f. *Temporary Class “B” Retailer’s License for Jefferson County Literacy Council event being held at the Dwight Foster Public Library on February 27, 2016.*

Clerk Ebbert stated the Jefferson County Literacy Council timely applied for a temporary license to sell fermented malt beverage and wine at their event scheduled for February 27, 2016.

Cwmn. LaMuro moved to approve the temporary license contingent upon purchasing alcoholic beverages from a wholesaler and have a licensed operator on premise. Cm. Becker seconded the motion and carried.

CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS

a. *Verified claims*

The following is a list of bills to be approved:

CITY, SEWER AND WATER

ASCAP

Annual base license

336.00

AT & T	Telephone service; Digger's Hotline	564.35
AT&T ADVERTISING & PUBLISHING	Advertising	51.50
AWWA	Membership renewal	330.00
ADVANCED DISPOSAL SERVICES	Annual equipment use	72.00
AERZEN USA	5% retention blower project	2,030.00
AFLAC	Jan. disability life ins. premium	1,756.60
AIRGAS NORTH CENTRAL	Services	375.40
RICK ALLARD	Safety boots	85.00
AMERICAN AWARDS & PROMOTIONS	One plaque	67.95
ARMSTRONG HEATING/COOLING	Heating repair	90.00
JEFF ARMSTRONG	Safety boots	85.00
ASSOCIATED APPRAISAL	Assessing services; postage; program	3,675.54
ASSOCIATED WEALTH MGMT	2007 April G.O. Bonds	125,156.60
BAXTER & WOODMAN, INC.	Support service work	2,656.50
BATTERIES PLUS LLC	Batteries	919.59
BLUEGLOBES, LLC	Wind sock	146.77
BEN BOEVE	Tactical pants	113.95
DION BROWN	Boots	124.99
ERIC BROWN	Pants; training expense	85.20
ADRIAN BUMP	Lysol wipes; NIBRS training expense	28.09
BURNS INDUSTRIAL SUPPLY CO INC	Live swivel for hot water sprayer	134.22
BURTNESS CHEVROLET INC.	C-116 repair	30.08
CENTURYLINK	State program/long distance	66.89
CHAMBER OF COMMERCE	Membership renewal; Annual dinner	499.00
CHARTER COMMUNICATIONS	TV and internet service	387.63
CHASE BANK	2012 May G.O. Bond	385,000.00
CHASE NYC	2012 May G.O. Refunding Bond	43,455.03
CITY DIRECTORY INC	2016 City Directory book	765.00
CITY OF FORT ATKINSON	Gas; office rent	689.57
COMPASS MINERALS AMERICA	Road salt	48,996.26
COUNTRY PLUMBER INC	Portable restroom rent	302.26
DANIEL COURTIER	Heroin training expense	10.00
JEFFREY S DAVIS	Heroin training; computer replacement	524.98
DELTA DENTAL OF WISCONSIN	Feb. dental premium	8,545.68
DEPARTMENT OF MILITARY AFFAIRS	Annual program enrollment	150.00
DIVERSIFIED BENEFIT SERVICES I	FSA Flex spending fees	629.58
DOG WASTE DEPOT	Dog waste bags	430.00
DONOHUE & ASSOCIATES INC	Phosphorus phase II	4,312.61
EHLERS	Public Finance seminar	220.00
ELECTION SOURCE	Two suction cup signs	56.36
EWALD CHEVROLET BUICK INC	New squad car	19,338.00
FASTENAL COMPANY	Supplies	25.80
XEROX BUSINESS SERVICES LLC	2016 support contract renewal	915.00
5-ALARM FIRE & SAFETY EQP,INC	S-109 parts	92.58
FORT ATKINSON COMMUNITY BAND	Annual stipend	2,500.00

FORT ATKINSON POLICE DEPT.	Windshield repair; computer replacemt	1,256.31
GENERAL COMMUNICATIONS INC.	Battery; annual maintenance billing	4,360.00
GORDON FLESCH CO INC	Copies overage	6.70
GOVPAYNET	Reserved payment in error	50.00
GREAT WEST	WI Deferred comp	8,870.00
H & H FIRE PROTECTION,LLC	Extinguisher refill	33.70
HACHTEL PLUMBING, INC.	Sump pump elevator pit	442.20
HARDER CORP	Cleaners; bath tissue; gloves	710.94
HAVILL-SPOERL FORD MERCURY INC	#95 parts	126.54
DALE HICKS	Law enforcement training	125.00
SANDRA HOTTMAN	Undershirt	48.78
iWorQ SYSTEMS	2016 permit and code support	2,792.00
JEFF CO CHIEFS & SHERIFF ASSOC	2016 annual dues	180.00
JEFFERSON CO CIRCUIT COURT	Bond	350.00
JEFFERSON CO COUNTY CLERK	Automark/2 sets of labels	38.00
JEFFERSON CO DRUG TASK FORCE	2016 cash match	1,342.00
JEFFERSON COUNTY ECONOMIC	2016 Consortium fee	12,355.00
JEFFERSON CO FIRE CHIEFS ASSN	2016 membership	200.00
JEFFERSON CO SHERIFF'S DEPT	Bond	1,133.00
JEFFERSON CO TREASURER	Jan. tax settlement; Dog license fees	1,495,386.30
JENSEN PLUMBING & HEATING INC	Heating repair	218.00
JIM'S JANITORIAL SERVICE	Strip, seal, wax tile floor	661.99
JIM'S KEY SHOP	Two keys	7.00
KALAHARI RESORT	WPLF training - four officers	711.00
MICHAEL KAKUSCHKE	Safety boots	85.00
KEEPRS, INC.	Pistol/night sights	1,504.97
KIMBALL MIDWEST	Drill bits; tape	112.05
DAN KRALL & CO INC	Repair lowboy hoist cylinder	887.51
SCOTT L LASTUSKY	Jan. car allowance	85.00
LEAGUE OF WI MUNICIPALITES	2016 alliance dues	3,313.09
MADISON AREA TECHNICAL COLLEGE	Jan. tax settlement	297,534.86
MARLING DOORS AND HARDWARE	Metal frame	1,706.00
J MAUEL & ASSOCIATES INC	Tax and pet program fees	450.00
MID-STATE EQUIPMENT	Wheel/base/belt	225.04
MIDWEST MASONRY, LLC	Phase 2 brick and phase 3 fireplace	23,700.00
MIDWEST SEALCOAT LLC	Down payment tennis courts	9,250.00
MUNICIPAL CODE CORP	2016 annual web hosting/code book	700.00
NCL OF WI INC	Sodium hydroxide; slides	123.72
TERRENCE J NACHTIGAL	Refund overpay WRS retirement payout	1,686.29
NORTH WOODS SUPERIOR	Ice melt	180.57
OPPORTUNITIES INC	Envelopes/voucher paper	167.08
PEPSI-COLA COMPANY	Gatorade/water	111.91
PER-MAR SECURITY SERVICES,INC.	2016 Annual security system	996.12
EARL PETERSON	IAEI membership	120.00
POSTMASTER	First class presort; postage for bills	888.16

PREMIER BANK	Fed. Withholding; Soc. Sec.	88,959.83
PRO PHOENIX CORP	2016 Annual maintenance/support	10,997.00
QUILL CORPORATION	HP Officejet pro	99.99
R & H SERVICES INC	#3 repairs	14,915.71
REINDERS, INC.	10" spinner	55.40
RHYME BUSINESS PRODUCTS	Copier lease	162.62
911 RYAN BROS - FORT ATKINSON	Jan. 2016 ambulance contract	7,861.21
SWWBIA	2016 Winter Code update conf.	384.00
SWWBIA	2016 membership dues	30.00
SW-WEIA	2016 membership fees	25.00
BRANDON SACHSE	Pouches; Maglite; training expense	448.33
SCHNEIDER PRINTING INC	Water bills	1,525.20
SCHOOL DISTRICT OF	Jan. tax settlement	3,527,267.39
SCHUMACHER ELEVATOR INC	2016 annual elevator maintenance	2,002.71
ANDREW SELLE	Donohue meeting mileage expense	124.20
SHORT ELLIOTT HENDRICKSON INC	Rockwell TEA applic; Jones Park rehab.	719.68
SNAP ON TOOLS CORP	Brake bleeder	254.95
SOLENIS LLC	Polymer	6,870.00
STARTECH COMPUTING INC.	Jan. service agreement	1,125.00
ROB STINE	Safety glasses	195.97
Tessco, Inc	Radio parts	101.79
MATT TREBATOSKI	Jan. vehicle allowance	200.00
TRUGREEN	One pallet of ice	450.00
US CELLULAR	Cell phones; tablet	347.00
UW EXTENSION, SHORT COURSE	Ground maintenance short course	180.00
UW MADISON	Government affairs seminar	150.00
UNITED PARCEL SERVICE	Pick up service	17.19
UTILITY SERVICE CO., INC.	Tower maintenance	6,031.94
VERMEER WISCONSIN INC	Shock absorber	76.79
VERONA SAFETY SUPPLY, INC	Safety harness	262.89
WPLF CONFERENCE REGISTRATION	Training conference	540.00
WMCA	2016 membership dues	115.00
WWOA SOUTHERN DISTRICT	WWOA conference fees	60.00
RYAN WAGNER	Safety shoes	85.00
WATER DEPARTMENT	Water bills	1,858.67
CITY OF WEST ALLIS	2016 maintenance fee netmotion systm.	600.00
WHOLESALE DIRECT INC	Two steel shovel holders	104.51
WILLIAM/REID LTD LLC	#80 press flow meter	3,172.28
WAHI	Davis - homicide conference	275.00
WI ASSOC OF SR. CENTERS, INC	2016 membership fees	65.00
WI CITY/COUNTY MGNT ASSOC	Winter conference; membership dues	367.16
WI DEPT.OF EMPLOYEE TRUST FUND	Feb. health insurance premiums	116,043.60
WI DEPT. OF JUSTICE: TIME	2016 badgernet circuit	8,838.00
WI DEPT. OF REVENUE	2015 municipal fee assessment	3,636.06
WI DEPARTMENT OF REVENUE	State w/holding tax	16,038.12

WE ENERGIES	Electricity and natural gas	74,447.76
WE ENERGIES	Gas service install	224.00
WI PARK & RECREATION ASSOC	2016 membership fees	260.00
WISCONSIN RETIREMENT SYSTEM	Dec. monthly retirement; unfunded liab.	1,373,751.48
WI STEAM CLEANER SALES CO. INC	Pressure washer parts	126.38
WISCONSIN SUPREME COURT	Continuing judicial education	700.00
WI TAXPAYERS ALLIANCE	2016 subscription	17.97
WISC TRAFFIC SAFETY OFFICERS	Walters - Conf. registration fee	195.00
WOLF PAVING CO INC	Cold patch	1,582.89
WOODSTOCK HARD WOOD FLOORING	1/2 down flooring	2,880.00
XYLEM WATER	Sludge storage mixers	38,120.00
MICHAEL DUDZEK	Overpayment of 2015 property taxes	115.43
<u>LIBRARY</u>		
AFAR	Periodicals	20.00
AMAZON.COM	AV/books/supplies	424.08
BANK OF AMERICA	AV/books/supplies	588.14
BRODART CO	AV/books/supplies	3,176.48
BUTTERS-FETTING, CO , INC	Maintenance/repairs	801.43
CHARTER BUSINESS	Info sources	162.71
CHICAGO MAGAZINE	Periodicals	13.95
AMY CHRISTIAN	Continuing education	35.84
CLOUTE WINDOW/WALL WASHING	Maintenance/repairs	119.00
DEMCO, INC.	Supplies	931.93
DISCOVER	Periodicals	24.95
DWIGHT FOSTER PUBLIC LIBRARY	Postage/supplies	35.00
FESTIVAL FOODS	Supplies	33.75
FINDAWAY WORLD, LLC	Books	340.39
GFC LEASING	Info sources	665.93
GALE/CENGAGE LEARNING	Books	532.60
INTER-QUEST, CORP	Info sources	943.55
JEFFERSON COUNTY TOURISM	Books	349.12
JONAS OFFICE PRODUCTS, LTD.	Supplies	467.82
KAPCO	Supplies	176.60
KONE	Info sources	3,736.03
LexisNexis MATTHEW BENDER	Books	197.10
MARCO	Info sources	200.00
NATIONAL GEOGRAPHIC SOCIETY	Periodicals	39.00
NATURAL HISTORY	Periodicals	28.00
OXFORD UNIVERSITY PRESS	Books	9.44
PACKERLAND RENT-A-MAT, INC	Supplies	193.65
POSTMASTER	Postage/supplies	147.00
QUILL CORPORATION	Supplies	46.76
KELLY TERKEURST	Continuing education	44.80
VENMILL INDUSTRIES, INC	Supplies	139.98
VICTORIA	Periodicals	36.00

	CITY TOTAL	\$6,978,841.03
	SEWER TOTAL	\$455,080.62
	WATER TOTAL	\$428,859.50
<u>LIBRARY PROJECT (Fund 4)</u>		
CHASE BANK	2012 & 2015 May G.O. Bonds	\$470,000.00
CHASE NYC	2012 & 2015 May G.O. Refunding Bonds	\$86,176.25
	TOTAL FUND 4	\$556,176.25
<u>STORMWATER UTILITY (Fund 10)</u>		
BROWN AND CALDWELL		810.65
ROCK RIVER STORMWATER GROUP	2016 membership dues	5,000.00
WISCONSIN RETIREMENT SYSTEM	Dec. unfunded liability	30,586.97
	TOTAL FUND 10	\$36,397.62
<u>KLEMENT BUSINESS PARK (Fund 12)</u>		
ASSOCIATED WEALTH MANAGEMNT	2007 April G.O. Bonds	\$31,237.50
CHASE BANK	2012 & 2015 May G.O. Refunding Bonds	\$ 195,000.00
CHASE NYC	2012 & 2015 May G.O. Refunding Bonds	\$ 28,772.50
	TOTAL FUND 12	\$255,010.00
<u>DOWNTOWN ECONOMIC DEVELOP. (Fund 13)</u>		
CHASE BANK	2012 May G.O. Bonds	\$190,000.00
CHASE NYC	2012 May G. O. Refunding Bonds	\$ 23,625.00
	TOTAL FUND 13	\$213,625.00

Cm. Becker made a motion to approve the list of verified claims presented by the Director of Finance and to authorize payment. Cwmn. LaMuro seconded and carried on a roll call vote.

ADJOURNMENT

Cm. Hartwick moved, seconded by Cwmn. LaMuro to adjourn the January 19, 2016 City Council meeting at 7:49 pm. Motion carried.

Michelle Ebbert, City Clerk/Treasurer

APPROVED:

PRESIDENT OF THE COUNCIL