

**CITY OF FORT ATKINSON**  
**City Council Minutes ~ February 21, 2017**

CALL MEETING TO ORDER.

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

ROLL CALL.

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

APPROVAL OF MINUTES OF FEBRUARY 7, 2017 REGULAR COUNCIL MEETING.

Cm. Hartwick moved to approve the minutes of the February 7, 2017 regular council meeting. Motion seconded by Cm. Becker and carried.

PUBLIC HEARINGS

None.

PUBLIC COMMENT

None.

PETITIONS, REQUESTS AND COMMUNICATIONS

- a. Request to close Purdy Street from South Water Street East to East Milwaukee Avenue on Saturday, June 3, 2017 from 4:00 a.m. to 5:00 p.m. for American Legion Annual Fishing Derby.*

Cm. Hartwick moved to approve the request to close Purdy Street from South Water Street East to East Milwaukee Avenue on Saturday June 3, 2017 from 4:00 am to 5:00 pm for the American Legion Annual Fishing Derby. Motion seconded by Cm. Lescohier and carried.

- b. Request by American Legion Memorial Day Committee to hold annual parade on Monday, May 29, 2017 from American Legion to Evergreen Cemetery.*

Cm. Lescohier moved to approve the request by American Legion Memorial Day Committee to hold annual parade on Monday, May 29, 2017 from American Legion to Evergreen Cemetery. Motion seconded by Cm. Hartwick and carried.

RESOLUTIONS AND ORDINANCES

- a. Resolution proclaiming May 20, 2017 as International Migratory Bird Day.*

Cwmn. Gehred made a motion to approve and adopt Resolution proclaiming May 20, 2017 as International Migratory Bird Day. Cm. Becker seconded the motion and carried on a roll call vote.

- b. Resolution combining Wards for April 4, 2017 Spring Election.*

Cm. Hartwick made a motion to approve and adopt Resolution combining wards for April 4, 2017 Spring Election. Cm. Becker seconded the motion and carried on a roll call vote.

## REPORTS OF OFFICERS, BOARDS AND COMMITTEES

### *a. Appointment of citizen members to Economic Development Commission.*

Manager Trebatoski stated there were eleven applications that were received for the commission. After review, the following are recommended: Bill Camplin and John Mielke (one year terms), Scott Housley and Mike Wallace (two year terms), Margaret Bare and Mark McGlynn (three year terms).

Cm. Lescohier moved to appointment of Camplin and Mielke for one year terms, Housley and Wallace for two year terms and McGlynn for three year term. Cm. Hartwick seconded the motion and carried.

Cwmn. Gehred asked what is being done for the applicants not chosen. Trebatoski stated they will be thanked for applying and the applications will be kept on file. The term will run approximately April to April. Trebatoski discussed the varying criteria they used when deciding who will serve on the Commission.

Cm. Lescohier moved to approve appointment of Bare for a three year term. Cm. Hartwick seconded and motion carried. Pres Kotz abstained.

### *b. Appointment of Councilmember to Economic Development Commission.*

Pres. Kotz stated the Commission will also consist of one council member. He welcomed comments from Council. Cm. Becker acknowledged his interest and would like to serve on the Commission.

Cm. Hartwick moved to approve the appointment of Cm. Becker to the Economic Development Commission. Seconded by Cm. Lescohier and carried.

Cwmn Gehred asked Cm. Becker what he is working toward and what he feels is the purpose of the commission in his mind. Becker supports the commission in moving the ball forward on economic development and sees a couple of big projects, potential redevelopment of the Kmart building and attracting more business to the southside industrial park.

### *c. Minutes of Police & Fire Commission meeting held January 31, 2017.*

### *d. Minutes of Historical Preservation Commission meeting held January 9, 2017.*

### *e. Minutes of Historical Society Board meeting held January 19, 2017.*

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

## UNFINISHED BUSINESS

### *a. Progress report on adult care facilities.*

Engineer Selle provided an update on the adult care facilities. The moratorium was enacted in September 2015. He noted active involvement by the business owners involved. Selle also discussed the call volume for the past quarter by Police, Fire and EMS.

Michael Zore, a member of the committee and owner of a facility spoke and referenced census bureau information that focused on an aging population. Zore stated the committee is working together to make improvements to only contact emergency services when it is an emergency and the services are required of the Fire, Police and EMS.

Cm. Hartwick asked Zore his thoughts on a possible social worker or assistant to homes. He asked if a specific emergency personnel could be used to respond to calls. Zore replied they are working together to utilize the smallest amount of city resources. Hartwick noted that some locations of many calls is not always adult care facilities.

Cm. Lescohier thanked Zore on his active role. Lescohier asked on Zore's level of optimism that we may be able to display lower calls and lift the moratorium. Zore stated they are already seeing a drop in calls versus the additional number of people being cared for. He feels they are looking at a long term issue. He is patient and willing to assist with the study at this time in hopes taking the time now would allow his business a longer success.

Cwmn. Gehred asked if this group will only meet during the moratorium. Selle stated his vision is for it to become a professional organization. Zore added that those affected by the moratorium are contributing 100%.

Cm. Becker did not envision the moratorium lasting this long and acknowledged the demographics of the community. Discussion continued on statistics and community sizes as it relates to the average age of the community.

Cm. Hartwick moved to accept, file and extend the moratorium another three months. Cm. Lescohier seconded the motion and carried.

#### NEW BUSINESS

*a. Review Annual Reports for City Departments for 2016.*

The Council thanked the Departments for their successes over the year and encourages them to continue the great work.

Motion to accept and file the annual report made by Cm. Lescohier, seconded by Cm. Becker and carried.

*b. Update on financial status of Historical Society funds.*

Manager Trebatoski provided an update on the financial status of the Historical Society Funds.

Cm. Becker made a motion to accept and file the update on the financial status of the Historical Society Funds. Cm. Hartwick seconded the motion and carried.

*c. Review and approve contract for sanitary sewer evaluation study.*

Engineer Selle discussed the sanitary sewer evaluation study. The city has approximately 60 miles of sanitary lines. The last study was done in the 80's. A complete study could cost up to \$150,000. Selle reviewed a table he compiled of the submitted quotes and details of the study

that can be provided by the contractors. He reviewed steps of the proposed study provided by Donahue & Associates.

Cm. Hartwick asked how long will the study take. Selle replied weather dependent, but meaningful results could be provided after one year. Hartwick asked if additional bids would be provided after each step. Selle replied no, the study was created to be completed in steps by one contractor.

Cwmn. Gehred asked if any of the streets are lined. Selle confirmed some lining of streets took place over the past years. As problems arose, they were attended to. Gehred asked if the technology has existed long enough to know how long it would last. Selle inquired with the contractor and they replied with approximately 50 years of expected life.

Cm. Becker shared confidence on taking a proactive approach on the study for long term improvements.

Cm. Lescohier moved to approve the contract for sanitary sewer evaluation study with Donohue & Associates not to exceed \$48,000. Cm. Becker seconded and carried on a roll call vote.

#### MISCELLANEOUS

##### *a. Granting operator licenses.*

Cm. Hartwick moved to grant operator licenses as presented. Motion seconded by Cm. Becker and carried.

##### *b. Denial of operator license.*

Clerk Ebbert reviewed the application that is being recommended for denial based upon not meeting the criteria to hold an operator license in the City of Fort Atkinson.

Cm. Becker moved to deny the operator application for Joel Kincaid based on not meeting the criteria to hold a license in the City. Cm. Hartwick seconded the motion and carried.

##### *c. Report on 2016 tax collections and delinquent personal property taxes.*

Clerk Ebbert reviewed the tax collections and delinquent taxes to date. There is an outstanding balance just over \$3,200 for personal property. Multiple efforts are made for payment prior to the Attorney sending documentation.

Cwmn. Gehred moved to accept and file, and refer delinquent personal property taxes to city attorney for collection. Seconded by Cm. Becker and carried.

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

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

CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS

*a. Verified claims.*

The following is a list of bills to be approved:

CITY, SEWER AND WATER

ABENDROTH WATER CONDITIONING	Rental; salt; deicer	3,899.06
ACE HARDWARE	Supplies	498.01
ADVANCED DISPOSAL SERVICES	Solid waste pickup/disposal	54,882.19
AGSOURCE COOPERATIVE SERV	Chloride test	10.50
AIRGAS NORTH CENTRAL	Services; oxygen; gas	711.40
ROBERT A ALLARD	Boots	85.00
AMAZON.COM	"Prime" fee; ink; batteries; supplies	4,442.41
REVERE ELECTRIC SUPPLY	Elec. Conf.; supplies; wire	536.12
JIM A. BERGNER	Expo registration	45.00
DYLAN BLOCK	Work permit	10.00
BROWN CAB SERVICE INC	Jan. subsidized taxi service	17,888.47
BFS - BULDERS FIRST SOURCE	Lattice; barricade repair; nails	123.63
BURNS INDUSTRIAL SUPPLY CO INC	Truck #71 plow parts	49.26
CSWEA	Christensen - seminar	200.00
CENTURYLINK	State program/long distance	118.27
CHAMBER OF COMMERCE	18 Gift Certificates	180.00
CINTAS CORP	Services; oxygen; gas	810.28
PAUL CONWAY SHIELDS	Turnout coats; pants	6,461.50
COUNTRY PLUMBER INC	Portable restroom	410.00
DAILY JEFFERSON COUNTY UNION	Jan. publications	175.23
DELTA DENTAL OF WISCONSIN	Dental premium - March	8,757.28
DEPARTMENT OF NATURAL RESOURCE	Christensen - operator certification	45.00
MELODEE EBBERT	Credit from cell bill	70.36
FASTENAL COMPANY	Nylock; sign part; skid steer trailer	105.72
FESTIVAL FOODS	Food; soda; trash bag	199.26
FILTRATION CONCEPTS INC	Filters	183.60
FIRST SUPPLY LLC	Rite Hite slip	153.25
INSIGHT FS	Diesel fuel	3,375.75
G.F.C. LEASING	Copier lease	675.97
GOLD STAR WISCONSIN INC	Coffee	132.69
GORDON FLESCH CO INC	Copier overage	36.07
GRAINGER	Lamp holder; C-fold towels; flashlight	197.62
GREAT WEST	Payroll	4,620.00
H & H INDUSTRIES INC	Steamfitter labor; centrifuge project	223,148.08
HAUSZ BROS INC	Stone	2,851.07
I A E I	2017 Membership	336.00

INNOVATIVE MAINTENANCE SYSTEMS	Version upgrade	929.00
JAECKEL BROS, INC.	Main breaks	4,166.98
JEFFERSON CO CIRCUIT COURT	Bonds	300.00
JEFF. CO. LAND INFO. OFFICE	Update maps	35.00
JEFFERSON CO TREASURER	Feb. tax settlement	1,346,581.29
JONAS OFFICE PRODUCTS LTD	Office supplies	1,570.73
KB SHARPENING SERVICE INC	Wood chopper knives	180.00
KIMBALL MIDWEST	Drill bits; glasses	98.34
ANDREW KOEHLER	Tri County AWWA meeting	20.00
LAKESIDE INTERNATIONAL, LLC	Clamp; elbow; pipe; steering gear	1,038.56
CHAD LANGE	Boots; Chief's conference	62.25
LAWSON PRODUCTS INC	Welding supplies	121.45
LOGO WORKS, INC.	Shirts; jacket; fleece; beanie	1,354.00
MADISON AREA TECHNICAL COLLEGE	Feb. tax settlement	281,210.10
MATC	Hazardous material training	177.42
MK CELLULAR	Phone case - Bump	29.99
MSA PROFESSIONAL SERVICES, INC	Rockwell Ave. consulting	42,125.39
MARTELLE	Supplies	758.00
MENARDS - JANESVILLE	Outlets; wire holder	532.98
MENARDS - JOHNSON CREEK	Wood; ladder; electrical	372.03
SECURIAN FINANCIAL GRP/MN LIFE	March life ins. premium	1,214.55
STEVE MODE	Haumerson supplies	206.26
MONONA PLUMBING AND FIRE	Pipe/fittings/labor	2,250.00
NAPA OF JEFFERSON	Auto parts; supplies	3,773.91
NASCO	Lanyards	6.60
NATIONAL CONSTRUCTION	Temporary panel rent	189.00
NATIONAL REC & PARK ASSOC	Ketterman - CPRP application	260.00
OPPORTUNITIES INC	Envelopes; stickers; pool passes	1,756.98
O'REILLY AUTO PARTS	Auto parts; supplies	165.59
PAL STEEL	Steel	1,127.71
PALOS SPORTS	Mini-totemaster	287.92
POMP'S TIRE SERVICE INC	Tires	1,859.42
PRECISION ALIGNMENT, LLC	Oil changes	105.20
PREMIER BANK	Payroll	41,451.99
THE PSYCHOLOGY CENTER	Pre-employment - Lewicki	425.00
QUALITY INN & SUITES	Arborist seminar	164.00
QUILL CORPORATION	Office supplies	109.70
RED The Uniform Tailor	Shirt; pants; polo; skull cap	212.38
RHYME BUSINESS PRODUCTS	Copier lease	94.90
RHYME	Copier overage	28.89
911 RYAN BROS - FORT ATKINSON	Ambulance contract--Feb.	7,939.82
BRANDON SACHSE	Under armor shirts	72.12

SCHOOL DISTRICT OF	Feb. tax settlement	3,222,746.84
ANDREW SELLE	Monitor	210.98
SEWER UTILITY	Invoice	2,545.00
SHERWIN-WILLIAMS CO.	Paint and supplies	206.49
TERRANCE G SIGLINSKY	Calculator	6.09
SNAP ON TOOLS CORP	Copper clips; scanner update; tools	1,274.50
SOLENIS LLC	Polymer	3,435.00
STARTECH COMPUTING INC.	Seven backup drives	1,808.30
ROB STINE	Boots	85.00
ROBERT STRANDT	DAAT instructor class	69.02
SYMBIONT ENGINEERS	GIS Services	3,587.33
SYSTEMVIEW INC	Support for maintenance view	2,210.00
TnT CLEANING	Jan. janitorial services	216.00
TENPIN MOTORS LLC	Oil changes; fluids; tire rotation	421.90
DENNIS TESSMAN	Boots	68.56
TRAFFIC & PARKING CONTL.CO,INC	Walk/don't walk parts; signs	4,194.72
TUTTLE'S PHARMACY INC	AAA batteries	4.55
US CELLULAR	Cell phones; tablet	1,514.62
USABLUEBOOK	Latex gloves; batteries; grease	177.43
ULINE	Evidence supplies; cleaning supplies	734.89
UNEMPLOYMENT INSURANCE	Jan. unemployment	393.35
DANIEL VOELKER	Work permit	10.00
WMCA	District V meeting	30.00
W.W.O.A.	Wagner biosolids symposium	75.00
WATER DEPARTMENT	Annual fire protection	1,350.00
WAUKESHA CO TECHNICAL COLLEGE	Strandt - DAAT instruction	625.00
RODNEY J WENDORF	Refund municipal wheel tax	19.90
WI ARBORIST ASSOC	Arborist seminar	530.00
WI DEPT.OF EMPLOYEE TRUST FUND	Monthly ins. premium	119,404.66
WI DEPT. OF JUSTICE/CRIME	10 record checks	70.00
WI DEPT. OF REVENUE	Jan. sales tax	321.25
WI DEPARTMENT OF REVENUE	State withholding tax	7,738.87
WE ENERGIES	Electricity; natural gas	18,789.59
WI EMERGENCY MGMT	Chemical presentation	610.00
WI STATE LAB OF HYGIENE	Fluoride test	25.00
ROY MAGSAMEN	Overpayment 2016 property taxes	139.45
MIKE HABERKORN	Overpayment 2016 property taxes	139.45
	TOTAL CITY ACCOUNTS	\$ 5,211,380.12
	TOTAL SEWER ACCOUNTS	\$ 24,049.05
	TOTAL WATER ACCOUNTS	\$ 22,149.08

RELVOLVING LOAN FUND (Fund 6)

GRAEF	Administration fee	\$	200.00
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STORMWATER UTILITY (Fund 10)

SYMBIONT ENGINEERS	GIS services	\$	1,793.66
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Cm. Becker made a motion to approve list of verified claims presented by the Director of Finance and to authorize payment. Cm. Lescohier seconded and carried on a roll call vote.

ADJOURNMENT

Cwmn. Gehred moved to adjourn the meeting at 8:23 pm. Motion seconded by Cm. Hartwick and meeting adjourned.

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Michelle Ebbert, City Clerk/Treasurer

APPROVED:

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PRESIDENT OF THE COUNCIL