

CITY OF FORT ATKINSON
City Council Minutes ~ March 5, 2019

CALL MEETING TO ORDER.

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

ROLL CALL.

Present: Cm. Kotz, Cm. Johnson, Cm. Lescohier, Cm. Hartwick and Pres. Becker. Also present: City Manager, City Attorney, City Clerk/Treasurer, City Engineer, Asst. City Engineer and Wastewater Supervisor.

APPROVAL OF MINUTES OF FEBRUARY 19, 2019 REGULAR COUNCIL MEETING.

Cm. Kotz moved, seconded by Cm. Johnson to approve the minutes of the February 19, 2019 regular Council meeting. Motion carried.

PUBLIC HEARINGS

a. *Public hearing on rezoning 124 West Milwaukee Avenue (Fire Department) and 101 South Water Street West (Police Department) from C-3 to C-5.*

Pres. Becker opened the public hearing.

Edwin Bos, 1309 Montclair Place asked what the difference is between C-3 and C-5. Inspector Juarez commented that this request is to rezone as the properties do not confirm to the C-3 zoning designation. Both structures are unable to meet the current code requirements for greenspace, setbacks, percentage of impervious space. Rezoning would bring the properties more in line with the current building configurations and uses. Adjacent properties to the east are already zoned C-5.

After three calls, Pres. Becker closed the public hearing.

b. *Public hearing on adoption of Jefferson County Emergency Management Hazard Mitigation Plan.*

After three calls without comments, Pres. Becker closed the public hearing.

PUBLIC COMMENT

None.

PETITIONS, REQUESTS AND COMMUNICATIONS

a. *Presentation of Fort Atkinson Housing Market Study by Baker Tilly.*

David Haviland and Drew Kuehl were present from Baker Tilly to review the study. They reviewed three main areas including the former Kmart site, the High School site and Fort Healthcare Site. Rankings were provided on drive-by visibility, ingress-egress, new services/linkages, walk score and surrounding uses. They also reviewed their study results as it pertains to population, ages, income, larger employers and economic conditions. Discussion continued on areas of study, funding examples and future options to consider.

Cm. Lescohier moved, seconded by Cm. Johnson to accept and file the presentation of Fort Atkinson Housing Market Study by Baker Tilly. Motion carried.

b. Presentation on biosolids pilot project by Donohue & Associates.

Jeremy Cramer, Donohue & Associates provided a study on any efficiencies or cost savings that can be achieved if comingling yard-waste composting operations and biosolids. There is a large portion of yard waste collected at the compost site and biosolids created at the wastewater facility with limited options to reduce the amount of yard waste at the compost site.

Cm. Kotz moved, seconded by Cm. Johnson to accept and file the presentation on biosolids pilot project by Donohue & Associates. Motion carried.

RESOLUTIONS AND ORDINANCES

a. Resolution combining Wards for April 2, 2019 Spring Election.

Clerk Ebbert requested adoption of the resolution combining wards for one ballot style of the April 2nd election.

Cm. Kotz moved, seconded by Cm. Johnson to adopt Resolution combining Wards for April 2, 2019 Spring Election. Motion carried on a roll call vote.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

a. Minutes of Public Works Committee meeting held February 5, 2019.

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 Plan Commission to approve request to rezone 124 West Milwaukee Avenue (Fire Department) and 101 South Water Street West (Police Department) from C-3 to C-5, and Ordinance.

Manager Trebatoski stated this is the first reading of the ordinance that was recommended from the Planning Commission.

Cm. Hartwick moved, seconded by Cm. Johnson to send the ordinance to its second reading. Motion carried.

b. Recommendation from Public Works Committee to approve 2019 public works projects, as budgeted.

Engineer Selle previewed the projects budgeted for 2019 including: crack fill/seal, seal coating, rehabilitation of streets, sidewalk, bike path, parking lot improvements, electrical department upgrades, sanitary sewer, water and stormwater program.

Cm. Hartwick moved, seconded by Cm. Johnson to approve the recommendation from Public Works Committee to approve 2019 public works projects as budgeted. Motion carried on a roll call vote.

NEW BUSINESS

a. Review and approve Fire Department Construction Management Contract.

Chief Rausch reviewed the action taken by Council on January 15th approving a design service contract with Keller Builders for design of the fire station renovation. Over the past five weeks, Staff has met with representatives from Keller to negotiate a contract that all parties feel is appropriate. Through the negotiations, they were able to realize a 4.5% (approx. \$180,000 in savings) project cost savings on the construction management costs.

Cm. Lescohier moved, seconded by Cm. Hartwick to approve the Fire Department Construction Management Contract with Keller Inc. and move the project through the design phase, prepare all documents needed for bidding and construction management to be released in December 2019, Construction Manager's Fee at 5% or \$230,407 and Cost of General Requirements at 8% or \$341,345. Motion carried on a roll call vote.

b. Review and approve adoption of Jefferson County Emergency Management Hazard Mitigation Plan and Resolution.

Chief Rausch had participated in a county-led workshop to develop priorities to identify mitigation needs in relation to natural hazardous impacting the county and the city. During this process, several potential local projects were identified that may be funded through federal mitigation grants. Approving and adopting the plan by resolution carries no financial impact of this budget year or any other without the projects being included in future capital plans.

Cm. Hartwick moved, seconded by Cm. Johnson to approve and adopt Resolution of Jefferson County Emergency Management Hazard Mitigation Plan and Resolution. Motion carried on a roll call vote.

MISCELLANEOUS

a. Authorize chargeback of unpaid delinquent personal property taxes from 2017 tax roll.

Clerk Ebbert reviewed the two accounts eligible to chargeback to taxing jurisdictions. Both businesses closed with a new buyer or someone taking over the property of the business.

Cm. Kotz moved, seconded by Cm. Johnson to authorize chargeback of unpaid delinquent personal property taxes from 2017 tax roll and the chargeback amount of \$29.31 to be recorded as uncollectable. Motion carried.

b. Granting operator licenses.

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

c. City, Sewer, Water and Stormwater Utility Financial Statements as of January 31, 2019.

Cm. Kotz moved, seconded by Cm. Johnson to accept and file the City, Sewer, Water and Stormwater Utility Financial Statements as of January 31, 2019. Motion carried.

CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS

a. Verified claims.

Cm. Lescohier moved, seconded by Cm. Johnson 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 moved, seconded by Cm. Hartwick to adjourn the meeting. Meeting adjourned at 8:39 pm.

Michelle Ebbert, City Clerk/Treasurer

APPROVED:

PRESIDENT OF THE COUNCIL