

CITY OF FORT ATKINSON
City Council Minutes ~ May 1, 2018

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 Engineer and City Clerk/Treasurer.

APPROVAL OF MINUTES OF APRIL 17, 2018 REGULAR COUNCIL MEETING.

Cm. Kotz moved, seconded by Cm. Hartwick to approve the minutes of April 17, 2018 regular Council meeting. Motion carried.

PUBLIC HEARINGS

None.

PUBLIC COMMENT

None.

PETITIONS, REQUESTS AND COMMUNICATIONS

a. Request by Boys & Girls Club to hold annual fly-in breakfast at the Airport on June 3, 2018.

Engineer Selle reviewed the annual request of the club to hold a fly-in. This is the 11th year of the event that runs approximately 8:00 am to Noon. All Departments have reviewed the request with no concerns.

Cm. Hartwick moved, seconded by Cm. Lescohier to approve the request by the Boys & Girls Club to hold annual fly-in breakfast at the airport on June 3, 2018. Motion carried.

b. Request by Fat Boyz, 219 South Main Street, to hold annual event behind their property on June 30, 2018 and block part of the parking lot and alley, and for change to their premise description for their liquor license.

Manager Trebatoski provided the request for the annual event behind their property on portions of the parking lot and alley; this is the 13th year. Requested time is approximately 2:00 pm to 9:00 pm. The request includes a change for the premise description to include the noted areas for sale and consumption of alcoholic beverages. Chief Bump requests confirmation of a properly and secure contained area and an assigned employee or security person to ensure patron safety and following the restricted area for alcohol consumption.

Cm. Hartwick moved, seconded by Cm. Johnson to approve the request by Fat Boyz, 219 South Main Street, to hold annual event behind their property on June 30, 2018 and block part of the parking lot and alley, and for change to their premise description for their liquor license. Motion carried.

c. Request by Chamber of Commerce for various street closures for Rhythm on the River event on Saturday, August 25, 2018.

Manager Trebatoski reviewed the submission from the Chamber for their event. This is the 16th year for the event and they are seeking permission for street closures, use of public parking lots

and barricades. The event will end at 11:00 pm. No comments or concerns were provided from City Departments.

Cm. Lescohier moved, seconded by Cm. Kotz to approve the request by Chamber of Commerce for various street closures for Rhythm on the River event on Saturday, August 25, 2018. Motion carried.

d. Request by St. Paul's Lutheran School to close a portion of Bluff Street for an event on Saturday, August 25, 2018.

Manager Trebatoski presented the request from St. Paul's to celebrate their school's 150th anniversary. They are seeking street closure for the day of their event. No comments were received from City Departments.

Cm. Kotz moved, seconded by Cm. Hartwick to approve the request by St. Paul's Lutheran School to close a portion of Bluff Street for an event on August 25, 2018. Motion carried.

RESOLUTIONS AND ORDINANCES

None.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

a. Appointment of Committee members by Council President and City Manager.

Cm. Lescohier moved, seconded by Cm. Hartwick to approve the appointment of Committee members by Council President and City Manager. Motion carried.

b. Reappointment of Ron Chisholm and Earl Peterson to Airport Committee for four-year terms.

c. Appointment of Nathan Dunlap to Ambulance Advisory Committee (no specified term).

d. Reappointment of Chris Scherer to Cable Television Committee for five-year term.

e. Appointment of James Nelson and Jonah Ralston and reappointment of Bill Camplin to Economic Development Commission for three-year terms.

f. Appointment of Emily Yavuzcetin to fill unexpired term to 2020 and Tricia Hill to fill unexpired term to 2021 on Historic Preservation Commission.

h. Appointment of Don Neste and reappointment of Tom Kulczewski to Parks & Recreation Advisory Board for three-year terms.

i. Appointment of John Kutz to Planning Commission for a three-year term.

j. Reappointment of Rich Frame to Police and Fire Commission for a five-year term.

k. Reappointment of Mary Jo Eggers, Julie Nordeen and Valbon Beqiri and appointment of Mariah Hadler to Tourism Commission for one year terms.

l. Reappointment of Jim Smith, Kim Brock, Jeff Jensen and Jeff Mason to Board of Zoning Appeals for a two-year terms.

Cm. Hartwick moved, seconded by Cm. Kotz to approve the reappointments and appointments to board and committees as presented. Motion carried.

g. Appointment of Lisa Kotz to Dwight Foster Public Library Board for three-year term.

Cm. Lescohier moved, seconded by Cm. Hartwick to approve the appointment to boards and committees as presented. Motion carried with Cm. Kotz abstained.

m. Minutes of Historical Society Board meeting held March 17, 2018.

n. Minutes of Historic Preservation Commission meeting held April 9, 2018.

o. Building, Plumbing and Electrical Permit Report for March, 2018.

Cm. Lescohier moved, seconded by Cm. Kotz to accept and file reports of Officers, Boards and Committees. Motion carried.

UNFINISHED BUSINESS

a. Review and approve proposal to develop concept plans and implementation strategy for proposed northeast area T.I.F. District.

Manager Trebatoski discussed the recommendation from Council to hire a consultant to prepare a concept plan in anticipation of a northeast area TIF district, not to exceed \$15,000. Vandewalle & Associates conducted the TIF District Feasibility Analysis and has a solid familiarity with the City. Vandewalle provided a scope of services and could additionally provide financial/pro forma analysis for the site concepts and an implementation strategy. The cost of the plan would be reimbursed through the TIF district should one be created.

Pres. Becker asked Mike Slavney, Vandewalle & Associates Planner how they will address comments, concerns and suggestions from residents. Slavney confirmed the encouragement as the residents are familiar with their community and surroundings.

Cm. Hartwick moved, seconded by Cm. Johnson to approve the proposal to develop concept plans and implementation strategy for proposed northeast area TIF district not to exceed \$15,000. Motion carried on a unanimous roll call vote.

b. Review and approve proposal to update City's Comprehensive Plan and update the Vision Statement Graphic.

Manager Trebatoski introduced Mike Slavney who provided the requirement of a comprehensive plan to be updated every 10 years, the last being 2008. The CIP budget includes \$35,000 for the project this year. Vandewalle & Associates for the 2007-2008 plan and are the City's as-needed planner. To focus on continuity and pre-existing knowledge of the community, it would be advantageous to engage Vandewalle for the update. The cost to update is \$32,459. Trebatoski also recommended updating the Vision Statement Graphic that is commonly referred to. This would be an additional \$1,655 for a total update cost of \$34,114.

Cm. Lescohier moved, seconded by Cm. Hartwick to approve the proposal from Vandewalle & Associates to update the City's comprehensive plan and update the Vision Statement Graphic not to exceed \$34,114. Motion carried on a unanimous roll call vote.

c. Review and approve quote for demolition of white barn on Janesville Avenue.

Manager Trebatoski revisited the white barn that was discussed in December 2016 with anticipation of interested parties to relocate or fix the structure. No concrete proposals have been received to reuse or repair the building. A portion of the roof collapsed in 2017 and continues to deteriorate to date. Because of the condition of the unsafe structure, it is recommended to demo the structure. Despite it being a barn structure, it was not built with quality timber as most barns would have been built with years past. There will be an inspection for asbestos prior to demolition.

Cm. Kotz moved, seconded by Cm. Lescohier to approve the quote for demolition of white barn on Janesville Avenue to Beaver Services, Inc. not to exceed \$8,350. Motion carried on a unanimous roll call vote.

d. Review and approve bid for 2018 street maintenance contract.

Engineer Selle reviewed the one bid received for the maintenance work which includes crack fill and seal coat of over 10 miles of road. Scott Construction provided a bid of \$398,197.92. Slag fill will be used again this year.

Estimated funds for 2018 street program are \$704,000. With the street maintenance and street rehabilitation contracts, Public Works performing crack fill, patching and wedging and miscellaneous expenses the estimated total cost of work is \$678,405.54. Final quantities will vary slightly from those used in the bid estimates.

Cm. Hartwick moved, seconded by Cm. Johnson to approve the bid from Scott Construction in the amount of \$398,197.92 for 2018 street maintenance contract. Motion carried on a unanimous roll call vote.

e. Review and approve bid for 2018 street rehabilitation contract.

Engineer Selle stated that five bids were received for rehab work which includes pulverizing and milling existing pavements and replacing with new asphalt. These locations include sections of Highland Avenue, Mechanic and N. Water Street West and Reena Avenue. Payne and Dolan provided the low bid of \$90,317.15.

Cm. Kotz moved, seconded by Cm. Johnson to approve the bid from Payne and Dolan in the amount of \$90,317.15 for 2018 street rehabilitation contract. Motion carried on a unanimous roll call vote.

NEW BUSINESS

a. Review and approve contract for compost and wastewater biosolids pilot project.

Engineer Selle discussed the current process for compost and wastewater biosolids. Over the last year, research was done for the creation of a marketable product by combining the leaf compost and biosolids. The product is attractive to greenhouses as a growth medium. Donohue and Associates could perform a small scale pilot and map out a logistical plan including cost benefit analysis that would allow us to decide if upscaling this approach would be beneficial. Staff exists between the Wastewater and Public Works that currently performs a level of the project/turning/rotation of compost and biosolids. Cm. Hartwick asked where the mixing would occur. Selle stated the mixing has to be covered and will be done at the Wastewater Utility.

Cm. Lescohier moved, seconded by Cm. Hartwick to approve contract for compost and wastewater biosolids pilot project with Donohue and Associates not to exceed \$8,690. Motion carried on a unanimous roll call vote.

b. Review and approve Petition and Resolution for County Highway Aid.

Engineer Selle reviewed the match program through Jefferson County. The program allows municipalities to contribute cash to an account based upon the total length of streets in their jurisdiction; the county will in turn match that amount. The work is then performed by the County crews.

Cm. Kotz moved, seconded by Cm. Hartwick to approve Petition and Resolution for County Highway Aid in the amount of \$6,157 from the street program budget and authorize Manager Trebatoski to fill out and confirm the petition. Motion carried on a unanimous roll call vote.

MISCELLANEOUS

a. *City, Sewer, Water and Stormwater Utility Financial Statements as of March 31, 2018.*
Cm. Lescohier moved, seconded by Cm. Hartwick to accept and file the City, Sewer, Water and Stormwater Utility Financial Statements as of March 31, 2018. Motion carried.

CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS

a. *Verified claims.*
Cm. Kotz moved, seconded by Cm. Johnson to approve the list of verified claims submitted by the Director of Finance and authorize payment. Motion seconded on a unanimous roll call vote.

ADJOURNMENT

Cm. Hartwick moved, seconded by Cm. Kotz to adjourn the meeting. Meeting adjourned at 7:55 pm.

Michelle Ebbert, City Clerk/Treasurer

APPROVED:

PRESIDENT OF THE COUNCIL