

CITY OF FORT ATKINSON
City Council Minutes ~ May 17, 2016

CALL MEETING TO ORDER.

Pres Kotz called the regular City Council 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 Attorney, City Engineer and City Clerk/Treasurer.

APPROVAL OF MINUTES OF MAY 3, 2016 REGULAR COUNCIL MEETING.

Motion made by Cm. Becker, seconded by Cm. Hartwick to approve the minutes of the May 3, 2016 regular Council meeting. Motion carried.

PUBLIC HEARINGS

None.

PUBLIC COMMENT

None.

PETITIONS, REQUESTS AND COMMUNICATIONS

a. Request by Boys & Girls Club to hold fly-in breakfast at the Airport on Sunday, June 5, 2016.

Alicia Norris was present to request the Council authorization to hold a fly-in at the airport on Sunday June 5, 2016. Last year netted \$10,000 for the Boys & Girls Club.

Cm. Lescohier made a motion to approve the request by Boys & Girls Club to hold a fly-in breakfast at the Airport on Sunday June 5, 2016. Cm. Becker seconded the motion and carried.

b. Request by Microlight Flyers Club to hold fly-in at the Airport on Saturday, June 11, 2016.

Manager Trebatoski discussed the request for a fly-in on June 11, 2016 at the airport. No concerns were expressed for the event. This is the seventh year of the event.

Cm. Becker made a motion to approve the request by Microlight Flyers Club to hold a fly-in at the airport on Saturday June 11, 2016. Cwmn. Gehred seconded the motion and carried.

RESOLUTIONS AND ORDINANCES

a. Resolution acknowledging years of service by Michael Reel.

Pres. Kotz read the resolution acknowledging years of service by Fire Chief Mike Reel. Retired Chief Reel was presented a plaque for his years of service to the City of Fort Atkinson.

Cm. Lescohier moved to approve and adopt Resolution acknowledging years of service by Mike Reel. Motion seconded by Cwmn. Gehred and carried on a voice vote.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

a. *Minutes of Planning Commission meeting held May 10, 2016.*

b. *Minutes of License Committee meeting held May 11, 2016.*

c. *Building, Plumbing and Electrical Permit Report for April, 2016.*

Motion made by Cm. Becker, seconded by Cm. Hartwick to accept and file the reports of officers, boards and committees as presented. Motion carried.

UNFINISHED BUSINESS

a. *Recommendation from License Committee to approve alcohol beverage licenses for period from July 1, 2016 to June 30, 2017.*

No action was taken. This item will appear on the June 7th Council agenda.

b. *Recommendation from License Committee to approve cigarette and tobacco product licenses for period from July 1, 2016 to June 30, 2017.*

No action was taken. This item will appear on the June 7th Council agenda.

c. *Fire inspection update.*

Captain Gerondale was present to provide an update on the Fire Inspection program. He proudly reported the inspections were completed as required and anticipates great success with meeting the requirements for the upcoming inspection year.

Manager Trebatoski questioned if they expect the number of re-inspections to lessen over time as more businesses would be in compliance. Gerondale confirmed because they have not done enforcement and re-inspections as diligently in the past, those numbers have built up. Over long term, the violations will drop dramatically making primary inspections smoother and more compliant.

Cm. Hartwick asked if they looked into obtaining used or pre-owned electronic equipment from the schools or health care field. Gerondale discussed the technology end that included the need for internet connection with laptops and tablets. Their current software has a new platform that will assist greatly in production.

Cwmn. Gehred recommended talking to DSPS to inquire on other departments comparable in size and with similar software and equipment.

Cm. Hartwick moved to accept and file the fire inspection update. Motion seconded by Cm. Becker and carried.

NEW BUSINESS

a. *Review and approve bid for 2016 Street Maintenance Program.*

Engineer Selle reviewed the bids for the 2016 street maintenance program. Two estimates were received from Scott Construction and Fahrner Construction. The program for this year includes crack fill and seal coat of nearly 10 miles of road. Both bidders were qualified and submitted bids lower than expected. Due to the decreased amount of the bids, additional maintenance may be pursued for the summer.

Attorney Rogers inquired on the requirement of a bond from the contractor. Selle confirmed a performance bond is required.

Cwmn. Gehred requested Staff look into signage for the community to see the progress being made with the vehicle registration fee. Cm. Becker added that the increase in street maintenance will be apparent to the community and that the City is bound by statute to use the vehicle registration fee on street improvements.

Cm. Lescohier moved to approve the 2016 street maintenance program bid from Scott Construction not to exceed \$347,470.18. Cm. Becker seconded the motion and carried on a unanimous roll call vote.

b. Review and approve G.I.S. Contract as budgeted.

Engineer Selle presented the proposal for a geographic information system. Several quotes were received that were reviewed by Staff. Selle reviewed benefits for a GIS program that includes infrastructure above and underground to aid in constructions, emergencies and regular maintenance. MSA and Symbiont provided competitive quotes with the specific needs of the City.

Attorney Rogers inquired on the payment schedule. Selle expects a contract on a monthly cycle based on time and materials. It is established a not to exceed amount. The company will be bound by the provided scope. This item is noted in the Capital Improvement Budget between the City, Water and Sewer budgets.

Cwmn. Gehred asked how this would affect Staff time and managing time. Selle addressed the concept of the program and how it would be advantageous.

Cm. Hartwick moved to approve the GIS contract with Symbiont at a cost not to exceed \$30,000. Cwmn. Gehred seconded the motion and carried on a unanimous roll call vote.

MISCELLANEOUS

a. Set License Committee meeting date.

Set meeting for Tuesday, June 7, 2016 at 6:00 p.m. This is to review two late arriving alcohol license applications.

b. Granting operator licenses.

Cm. Becker moved, seconded by Cm. Hartwick to approve the operator licenses as presented. Motion carried.

c. City, Sewer, Water and Stormwater Utility Financial Statements as of April 30, 2016.

Cm. Becker moved to accept and file the City, Sewer, Water and Stormwater Utility Financial Statements as of April 30, 2016. Cm. Hartwick seconded the motion and carried.

CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS

a. *Verified claims.*

Cm. Lescohier moved to approve the list of verified claims presented by the Director of Finance and to authorize payments. Cm. Becker seconded the motion and carried on a unanimous roll call vote.

ADJOURNMENT

Cm. Hartwick moved to adjourn the meeting at 7:52 pm. Cm. Becker seconded the motion and carried.

Respectfully submitted

Michelle Ebbert
City Clerk/Treasurer