

CITY OF FORT ATKINSON
City Council Minutes ~ May 21, 2019

CALL MEETING TO ORDER.

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

ROLL CALL.

Present: Cm. Becker, Cm. Johnson, Cm. Scherer, Cm. Hartwick and Pres. Kotz. Also present: City Manager, City Attorney, City Clerk/Treasurer, Chief Bump, Chief Rausch, City Engineer, Assistant City Engineer and Public Works Superintendent.

APPROVAL OF MINUTES OF MAY 7, 2019 REGULAR COUNCIL MEETING.

Cm. Becker moved, seconded by Cm. Scherer to approve the minutes of the May 7, 2019 regular council meeting. Motion carried.

PUBLIC HEARINGS

None.

PUBLIC COMMENT

None.

PETITIONS, REQUESTS AND COMMUNICATIONS

a. Presentation from Fort HealthCare and Fort Healthy of signs designating Fort Atkinson as a "Healthy Community".

Jim Nelson, Fort HealthCare presented the signs designating Fort as a 'Healthy Community'. This is a three year designation.

Cm. Hartwick moved, seconded by Cm. Scherer to accept and file the designation of Fort Atkinson as a "Healthy Community" Motion carried.

b. Request by Fat Boyz, 219 South Main Street, to hold annual event behind their property on June 29, 2019 and block part of the parking lot and alley, and for change to their premise description for liquor license.

Manager Trebatoski reviewed the annual request from Fat Boyz. Departments reviewed and provided no concerns or comments. This event has been held successfully in the past.

Cm. Scherer recused himself from this agenda item.

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 29, 2019 and block part of the parking lot and alley, and for change to their premise description for liquor license. Motion carried with Cm. Scherer abstaining.

c. Request by Crown of Life Christian Academy to change street name from Lady Gloria Drive to Berea Drive.

Manager Trebatoski presented the request from Crown of Life Christian Academy. The original developer of the area, CBF Investment Company LLC provided a letter confirming their approval of the suggested name change. The only associated cost is a new street sign. No addresses have been assigned to this street as of date.

Cm. Hartwick moved, seconded by Cm. Johnson to approve the request by Crown of Life Christian Academy to change street name from Lady Gloria Drive to Berea Drive. Motion carried.

RESOLUTIONS AND ORDINANCES

a. *Ordinance pertaining to curbside pick-up of alcohol beverages.*

Manager Trebatoski stated this is the third and final reading. No concerns or comments have been submitted.

Cm. Johnson moved, seconded by Cm. Scherer to approve and adopt Ordinance pertaining to curbside pick-up of alcohol beverages. Motion carried on a roll call vote.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

a. *Minutes of Plan Commission meeting held May 14, 2019.*

b. *Minutes of Tourism Commission meeting held February 14, 2019.*

c. *Minutes of Historic Preservation Commission meetings held March 11, 2019 and April 8, 2019.*

d. *Minutes of License Committee meeting held May 15, 2019.*

e. *Minutes of Historical Society Board meeting held April 13, 2019.*

Cm. Becker moved, seconded by Cm. Hartwick to accept and file the Reports of Officers, Boards and Committees. Motion carried.

UNFINISHED BUSINESS

a. *Recommendation from Plan Commission to approve Preliminary Certified Survey Map creating one new parcel in the 1300 block of Greene Street.*

Engineer Selle shared the recommendation to break off a lot from an existing double lot. Sanitary sewer and water are already stubbed to this lot. No concerns were provided by Departments or Plan Commission.

Cm. Johnson recused himself from this agenda item.

Cm. Becker moved, seconded by Cm. Scherer to approve the recommendation from Plan Commission to approve Preliminary Certified Survey Map creating one new parcel in the 1300 block of Greene Street. Motion carried with Cm. Johnson abstaining.

b. *Recommendation from Plan Commission to approve Ordinance amending definition for "Structures" in the Zoning Code.*

Engineer Selle reviewed the definition suggestion. The revised definition will align with the zoning code that is being revised.

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

c. Review and approve Service Agreement with University of Wisconsin Whitewater to perform owner-occupied housing study project.

Manager Trebatoski presented the agreement for the study with UWW. The potential demand for owner-occupied housing would be assessed and based on the format provided in the recent Baker Tilly report for multi-family housing. The Chamber raised \$5,000 and received a grant up to \$7,000 from the Community Foundation; the City pledged to contribute \$2,000 toward the study.

Cm. Becker discussed the current real estate market and lack of inventory however there is an allotment of vacant lots in the city.

Cm. Hartwick moved, seconded by Cm. Scherer to approve Service Agreement with University of Wisconsin Whitewater to perform owner-occupied housing study project in an amount not to exceed \$4,200. Motion carried on a roll call vote.

NEW BUSINESS

a. Review and approve quote for purchase of aerial lift truck for Department of Public Works as budgeted.

Public Works Superintendent Kent Smith provided the quotes for the CIP purchase. \$200,000 was budgeted and will be borrowed for a nine month short term loan. It is anticipated to make \$20,000 from the sale of the current aerial lift truck through Wisconsin Surplus On-Line Auction. Two quotes received, Utility Sales and Service \$219,158 and Altec Inc \$219,681.

Cm. Scherer moved, seconded by Cm. Johnson to approve the quote for purchase of aerial lift truck for Department of Public Works from Utility Sales and Service for \$219,158 and authorize solicitation of interest rate quotations on a short-term loan from local banks. Motion carried on a roll call vote.

b. Request to appropriate funds from Police Department Outlay Account to Fire Department Outlay Account for vehicle transfers.

Chief Bump and Chief Rausch provided the following plan: reduce the squad car outlay for the Police Department by \$10,000; supplement the Police Department squad purchase with \$10,000 of K9 donation funds specifically raised for a new squad car; keep the squad originally identified for transfer to the Fire Department within the police fleet; transfer the reduced \$10,000 to the Fire Department outlay account for purchase of a Fire Department SUV and assign the K9 unit our newest squad, 2018 Ford Interceptor SUV.

Cm. Hartwick asked how much it would cost to convert the SUV to the K9 vehicle. Bump stated no additional funds are needed for this conversion. Chief Rausch confirmed he has adequate funding to purchase a used SUV at an estimated amount of \$16,000.

Cm. Becker moved, seconded by Cm. Hartwick to approve the request to appropriate funds from Police Department Outlay Account 01-60-0062-1100 to Fire Department Outlay Account 01-60-0062-3100 for vehicle transfers in the amount of \$10,000. Motion carried on a roll call vote.

c. Review and approve bid for 2019 street maintenance program.

Engineer Selle reviewed the water main and street reconstruction work bids. Maintenance work will be performed by the Public Works Department.

*E. Milwaukee Avenue/Elsie Street/Commonwealth Drive bids from Payne and Dolan \$399,705.20 and Rock Road \$435,918.20.

2019 Street Program Account Revenue with estimate \$735,852.00

2019 Street Program Account Expenses with miscellaneous expenses estimate \$730,905.03

Potential remaining revenue \$4,946.97

Cm. Hartwick moved, seconded by Cm. Becker to award the 2019 Street Rehabilitation contract to Payne and Dolan in the amount of \$399,705.20 and to allow the contract to exceed their totals by 10% with the approval of the City Manager and Engineer. Motion carried on a roll call vote.

d. Review and approve bid for 2019 water main and street reconstruction project.

Selle reviewed the reconstruction project that included:

*Roosevelt Street/Messmer Street/Zaffke Street bids from Maddrell \$851,051.10 and E&N Hughes Co \$990,402.00

Cm. Becker moved, seconded by Cm. Hartwick to award the 2019 Water Main and Street Reconstruction Contract to Maddrell Excavating LLC in the amount of \$790,727.65 and to allow the contract to exceed their totals by 10% with the approval of the City Manager and Engineer. Motion carried on a roll call vote.

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

Engineer Selle provided the County Road Aid Fund match program which 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. The requested amount is \$6,182 and will be pulled from the Street Program budget.

Cm. Hartwick moved, seconded by Cm. Scherer to approve taking \$6,182 from the 2019 Street Program budget to fund the 2019 County Road Aid Fund and authorize Manager Trebatoski to complete the attached petition confirming this commitment, and to adopt the Resolution. Motion carried on a roll call vote.

MISCELLANEOUS

a. Granting operator licenses.

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

b. City, Sewer, Water and Stormwater Utility Financial Statements as of April 30, 2019.

Cm Hartwick moved, seconded by Cm. Scherer to approve, accept and file the City, Sewer, Water and Stormwater Utility Financial Statements as of April 30, 2019. Motion carried.

CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS

a. *Verified claims.*

Cm. Becker moved, seconded by Cm. Hartwick 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. Scherer moved, seconded by Cm. Becker to adjourn. Meeting adjourned at 8:00 pm.

Michelle Ebbert, City Clerk/Treasurer

APPROVED:

PRESIDENT OF THE COUNCIL