

CITY OF FORT ATKINSON
City Council Minutes ~ June 6, 2017

CALL MEETING TO ORDER.

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

ROLL CALL.

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

APPROVAL OF MINUTES OF MAY 16, 2017 REGULAR COUNCIL MEETING.

Cm. Kotz moved to approve the minutes of the May 16, 2017 regular council meeting. Cwmn. Gehred seconded the motion and carried.

PUBLIC HEARINGS

None.

PUBLIC COMMENT

Gary Jonas, 61 Lucille Street spoke on the Klement Industrial Park. He walks in the area with his dog and commented on the birds, butterflies and other nature aspects and suggested the City consider creating a prairie or nature preserve in the business park.

PETITIONS, REQUESTS AND COMMUNICATIONS

a. Presentation of Certificates of Appreciation.

Pres. Becker presented the certificates of appreciation to those that have served on boards and committees.

RESOLUTIONS AND ORDINANCES

a. Resolution adopting fees for Erosion and Sediment Control Plan and Stormwater Management Plan, and Ordinance amending stormwater fee ordinance.

Engineer Selle reviewed the resolution to adopt fees for erosion and sediment control plan and stormwater management plan and the ordinance amending the stormwater fee. Council is authorized to set fees by Resolution as allowed by State Statute. Selle is recommending the following: Erosion & Sediment Control Plan (Pre-Construction) - \$150.00 per request and Stormwater Management Plan (Post-Construction) - \$150.00 per request. He is also requesting the ordinance wording be adopted that allows the fee to be set by Resolution.

Cwmn. Gehred asked if this was a new fee. Selle confirmed the ordinance stated that the fee is set by Resolution, but it was overlooked at the last review of the Resolution.

Pres. Becker asked if there are any current projects that would be affected by the establishment of this fee. Selle confirmed a few projects on the horizon that may or may not be charged pending on when the fees are approved and adopted.

Cm. Lescohier moved to send the ordinance to its second reading. Cm. Hartwick seconded the motion and carried.

b. Resolution to finance purchase of new fire engine.

Manager Trebatoski reviewed the quotations on interest for borrowing from local financial institutions. Premier Bank provided the lowest rate at 2.080%. Trebatoski recommends a ten-year loan. This replaces the existing 1985 Pirsch Pumper.

Cm. Hartwick moved to approve and adopt Resolution to finance purchase of a new fire engine be awarded to Premier Bank for a ten-year fixed rate of 2.08% in the amount of \$394,000. Motion seconded by Cm. Lescohier and carried on a roll call vote.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

a. Appointment of Sylvan Quinn to Airport Committee for a four-year term.

b. Appointment of Kirsten Mortimer to Library Board for a three-year term.

Cm. Hartwick moved to approve the appointment of Sylvan Quinn to Airport Committee for a four-year term. Cwmn. Gehred seconded and motion carried.

Cm. Hartwick moved to approve the appointment of Kirsten Mortimer to Library Board for a three-year term. Cwmn. Gehred seconded and motion carried.

c. Minutes of Planning Commission meeting held May 23, 2017.

d. Minutes of Economic Development Commission meeting held May 15, 2017.

e. Minutes of Finance Committee meeting held May 24, 2017.

f. Minutes of License Committee meeting held May 25, 2017.

g. Minutes of Historic Preservation Commission meeting held May 8, 2017.

h. Minutes of Dwight Foster Public Library Board meetings held January 16, 2017, February 20, 2017 and April 3, 2017.

i. Building, Plumbing and Electrical Permit Report for May, 2017.

Cm. Lescohier moved to accept and file the reports of officers, boards and committees as presented. Motion seconded by Cm. Kotz and carried.

UNFINISHED BUSINESS

a. Recommendation from Finance Committee to approve restructuring of Fire Department staffing and corresponding wage adjustments.

Chief Rausch was present to discuss the recommendation from the Finance Committee to approve restructuring of the Fire Department. Rausch commented on overwhelming support from the Staff at the Fire Department for the restructuring. The Council shared their appreciation for the work put into the recommendation done by Chief and Staff at the Fire Department.

Cm. Lescohier moved to approve the recommendation from the Finance Committee to approve restructuring of Fire Department staffing and corresponding wage adjustments. Cwmn. Gehred seconded the motion and carried on a roll call vote.

b. Recommendation from Planning Commission to approve Preliminary Certified Survey Map creating 0.94 acre lot on East Blackhawk Drive.

Engineer Selle explained the property is owned by Wisconsin Packaging and runs along the railroad tracks. Staff recommends approval of the preliminary CSM contingent upon the addition of a 20-foot utility easement for access to the water line.

Cm. Hartwick moved to approve the recommendation from Planning Commission to approve the Preliminary Certified Survey Map creating 0.94 acre lot on East Blackhawk Drive contingent upon the addition of a 20-foot utility easement for access to the water line. Motion seconded by Cm. Lescohier and carried.

c. Recommendation from License Committee to approve alcohol beverage licenses for period from July 1, 2017 to June 30, 2018.

Clerk Ebbert reviewed the applications for approval. There are no restrictions on approval with the exception of any monies owed to the City be paid prior to be issued their license.

Cwmn. Gehred made a motion to approve the recommendation from License Committee to approve alcohol beverage licenses for period from July 1, 2017 to June 30, 2018 contingent upon payment of monies owed. Cm. Kotz seconded the motion and carried.

d. Recommendation from License Committee to approve cigarette and tobacco product licenses for period from July 1, 2017 to June 30, 2018.

Cm. Lescohier moved to approve the recommendation from License Committee to approve cigarette and tobacco product licenses for period from July 1, 2017 to June 30, 2018 contingent upon payment of monies owed. Cm. Kotz seconded the motion and carried.

e. Review and approve Change Order for GIS contract with Symbiont.

Engineer Selle reviewed the change order in the amount of \$30,000. More support was required through Symbiont, therefore increasing the cost of the project. Selle demonstrated the GIS software to the Council.

Cwmn. Gehred moved, seconded by Cm. Hartwick to approve the change order for GIS contract with Symbiont for an amount not to exceed \$30,000. Motion carried on a roll call vote.

f. Review and approve construction of north downtown entry feature.

Manager Trebatoski discussed the agreement with Badger47, LLC for the areas immediately surrounding the newly construction parking lot at the corner of North Main Street and Madison Avenue. The agreement provided a provision that the City, at its own expense, may construct a downtown entrance feature at the NE corner to enhance the downtown. The feature was designed to match the existing masonry throughout the downtown and be similar to a feature to be included on S. Main Street and S. Third Street. Funding is available in the Downtown TIF District. The estimated cost with contingency is \$7,950.

Cm. Hartwick suggested seeking sponsorships for the masonry or bricks.

Cwmn. Gehred commented on the angle of the proposed sign in relation to the direction of travelers coming from the west. Trebatoski discussed the design and placement.

Cwmn. Gehred inquired on the trees that were noted on the drawing. Rudy Bushcott was present to discuss the type of trees to be planted. Gehred requested the Council be provided an additional rendering that includes better representation of the types of trees being planted.

Cwmn. Gehred made a motion to postpone action on this item. Motion failed due to lack of a motion.

Cm. Lescohier moved, seconded by Cm. Hartwick to approve construction of north downtown entry feature not to exceed \$7,950. Motion carried on a roll call vote, 4-1, Gehred opposed.

NEW BUSINESS

a. Review and approve bids for 2017 Street Maintenance Program work.

Engineer Selle provided the quotes for 2017 street maintenance (chip seal, crack filling) and 2017 street rehabilitation (replacement) - two separate quotes. Scott Construction bid on the maintenance work at a total of \$585,419.08. The engineer's estimate was \$556,247.44. Only one bid was received for the maintenance work.

The engineer's estimate for the rehab work was \$176,123.00 with the following bids: Wolf Paving \$170,492.43, Payne and Dolan \$170,912.33 and Rock Road \$174,934.88. Staff recommends acceptance of the bid from Payne and Dolan. Estimated Revenues: \$867,500 - Estimated Expenses: \$814,147.98.

Cm. Kotz moved to approve the 2017 maintenance contract with Scott Construction not to exceed \$585,419.08. Cm. Lescohier seconded the motion and carried on a roll call vote.

Attorney Westrick reminded the Council of the Statute definition of the lowest qualified bidder: the responsible bidder is one that meets various qualifications that has a record of satisfactory completion of past projects. Westrick stated the Council can approve the second lowest bid with the reason for accepting this bid in the motion. Selle confirmed in 2016 the City had work performed by Payne and Dolan and the work was completed satisfactorily.

Cm. Kotz moved to approve the 2017 rehabilitation contract with Payne and Dolan not to exceed \$170,912.33 considering most responsible qualified bidder based on past performance. Cm. Lescohier seconded the motion and carried on a roll call vote.

MISCELLANEOUS

a. Change July 4, 2017 Council meeting to Thursday, July 6, 2017 due to holiday.

Cm. Hartwick moved to change the July 4, 2017 Council meeting to Thursday July 6, 2017 due to the holiday. Motion seconded by Cwmn. Gehred and carried.

b. Granting operator licenses.

Cm. Kotz moved to approve the granting of operator licenses as presented. Motion seconded by Cm. Hartwick and carried.

CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS

a. Verified claims.

Cm. Lescohier moved to approve the list of verified claims submitted by the Director of Finance and authorize payment. Cm. Kotz seconded the motion and carried on a roll call vote.

ADJOURNMENT

Cm. Kotz moved to adjourn the meeting, seconded by Cm. Hartwick. Meeting adjourned at 8:17 pm.

Michelle Ebbert, City Clerk/Treasurer

APPROVED:

PRESIDENT OF THE COUNCIL