

**CITY OF FORT ATKINSON**  
**City Council Minutes ~ June 18, 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, City Engineer, City Assistant Engineer and Wastewater Supervisor.

APPROVAL OF MINUTES OF JUNE 4, 2019 REGULAR COUNCIL MEETING.

Cm. Hartwick moved, seconded by Cm. Scherer to approve the minutes of June 4, 2019 regular council meeting. Motion carried.

PUBLIC HEARINGS

None.

PUBLIC COMMENT

None.

PETITIONS, REQUESTS AND COMMUNICATIONS

*a. Presentation by Police Chief of agency challenge coin.*

Chief Bump presented a challenge coin to Jayden Weber for her support and fundraising for the Police Department K-9 Unit. Jayden raised \$2,230.84.

RESOLUTIONS AND ORDINANCES

*a. Ordinance amending definition for “structures” in the Zoning Code.*

Cm. Becker moved, seconded by Cm. Johnson to approve and adopt Ordinance amending definition for “structures” in the Zoning Code. Motion carried on a unanimous roll call vote.

*b. Resolution to finance purchase of aerial lift (bucket) truck for Department of Public Works, as budgeted.*

Manager Trebatoski reviewed the Council authorization to obtain interest rate quotes from local banks for short-term loan. Premier Bank presented the lowest interest rate at 1.875% for borrowing not to exceed \$200,000.

Cm. Hartwick moved, seconded by Cm. Johnson to approve and adopt Resolution to finance purchase of aerial lift (bucket) truck for Department of Public Works as budgeted, from Premier Bank at a rate of 1.875% not to exceed \$200,000. Motion carried on a unanimous roll call vote.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

*a. Building, Plumbing and Electrical Permit Reports for May, 2019.*

*b. Minutes of Ordinance Committee meeting held June 4, 2019.*

*c. Minutes of Finance Committee meeting held June 13, 2019.*

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

### UNFINISHED BUSINESS

*a. Recommendation from Finance Committee to approve new Financial Stability Guide Book.*

Manager Trebatoski presented the recommendation and called attention to the purchasing category, general fund policy and the debt management policy.

Cm. Hartwick suggested the purchase approval limit by Council be adjusted to \$7,500 instead of \$10,000.

Cm. Hartwick moved, seconded by Cm. Scherer to approve the recommendation from Finance Committee to approve new Financial Stability Guide Book changing the purchases requiring Council approval from \$10,000 to \$7,500. Motion carried.

### NEW BUSINESS

*a. Review and approve Compliance Maintenance Annual Report (CMAR) and adopt Resolution authorizing the filing of the Report.*

Wastewater Supervisor Paul Christensen reviewed the annual report and utility grades. The utility was graded at 3.81 out of 4.0. Recent heavy rainfalls effect the influent flow and loadings.

Cm. Hartwick moved, seconded by Cm. Johnson to approve Compliance Maintenance Annual Report and adopt Resolution authorizing the filing of the report. Motion carried on a unanimous roll call vote.

*b. Review and approve quote for replacement of aeration grid #3 for Wastewater Utility, as budgeted.*

Wastewater Supervisor Paul Christensen discussed the CIP budget that includes \$50,000 for the replacement of the aeration grid for the aerobic digester #3. Two companies well known to the utility and can furnish and install this type of equipment were contacted. Rubicon Environmental Services was the only proposal provided at \$43,200.

Cm. Becker moved, seconded by Cm. Scherer to approve quote for replacement of aeration grid #3 for Wastewater Utility as budgeted from Rubicon Environmental Services not to exceed \$43,200. Motion carried on a unanimous roll call vote.

*c. Review and approve quote for replacement of aerobic digester valve for Wastewater Utility, as budgeted.*

Wastewater Supervisor Paul Christensen presented the CIP budget that contains \$35,000 for the replacement of the existing process piping valves for digester #3 and the cleaning of the tank. The utility will be replacing the new valves inside of the digester tank where they will be accessible for repair or replacement in the future. Two proposals were received for the valve replacement: JF Ahern at \$12,950 and Staab Construction at \$15,600. Only one proposal was received for tank cleaning: VS Water Blasting not to exceed \$13,000.

Cm. Hartwick moved, seconded by Cm. Becker to approve the quote for replacement of aerobic digester for Wastewater Utility as budgeted: valve replacement from JF Ahern not to exceed \$12,950, and tank cleaning: VS Water Blasting not to exceed \$13,000. Motion carried on a unanimous roll call vote.

*d. Review and approve quote for purchase of SUV for Fire Department.*

Manager Trebatoski provided two local vendors that were requested to provide proposals for a used SUV. Griffin Ford provided a quote for 2014 Ford Edge at \$16,860 plus a \$299 document fee for a total of \$17,159. Ten Pin Motors provided a quote for a 2016 Kia Sorrento. Unfortunately the Sorrento is not on the list of acceptable models and does not meet the cargo space requirements to accommodate the equipment.

Cm. Becker moved, seconded by Cm. Hartwick to approve the quote for purchase of 2014 Ford Edge from Griffin Ford at a purchase price of \$17,159 which includes the additional items and the document fee. Motion carried on a unanimous roll call vote.

#### MISCELLANEOUS

*a. Granting operator licenses.*

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

*b. City, Sewer, Water and Stormwater Utility Financial Statements as of May 31, 2019.*

Cm. Hartwick moved, seconded by Cm. Johnson to approve the City, Sewer, Water and Stormwater Utility Financial Statements as of May 31, 2019. Motion carried.

#### CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS

*a. Verified claims.*

Cm. Becker moved, seconded by Cm. Scherer to approve the list of verified claims submitted by the Director of Finance and authorize payment. Motion carried on a unanimous roll call vote.

#### ADJOURNMENT

Cm. Johnson moved, seconded by Cm. Becker to adjourn. Meeting adjourned at 7:38 pm.

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Michelle Ebbert, City Clerk/Treasurer

APPROVED:

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PRESIDENT OF THE COUNCIL