

CITY OF FORT ATKINSON
City Council Minutes ~ August 16, 2016

CALL MEETING TO ORDER.

Pres. Kotz called the 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 AUGUST 2, 2016 REGULAR COUNCIL MEETING.

Cm. Becker moved, seconded by Cwmn. Gehred to approve the minutes of the August 2, 2016 regular Council meeting. Motion carried.

PUBLIC HEARINGS

None.

PUBLIC COMMENT

None.

PETITIONS, REQUESTS AND COMMUNICATIONS

None.

RESOLUTIONS AND ORDINANCES

None.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

- a. *Building, Plumbing and Electrical Permit Report for July, 2016.*
- b. *Minutes of Police & Fire Commission meetings held June 9, 2016, July 12, 2016 and August 11, 2016.*

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

UNFINISHED BUSINESS

- a. *Second quarter progress on adult care facilities.*

Engineer Selle provided a quarterly update on the progress of the adult care facilities. The temporary moratorium was established September 2015. Preventable call is defined as *'a call for emergency services that through a known best practice, or through the experience of a previous similar call, should have been prevented from occurring'*.

Cm. Hartwick would like a shorter window of a moratorium, if continued.

Chief Bump discussed what adult care facilities can do to reduce call volume. There are efforts to reduce calls that can be reduced through education.

Cm. Lescohier referenced the charts that reveal data of different call volumes that show progress but do not show the goals have been met. He encourages the continuance of receiving feedback and seeking if the burden has been reduced.

Pres. Kotz asked the Chief if he has a percentage of reduction in mind that would be equivalent to having adequate staff to respond to calls. Chief noted that self-initiated field activity done by the Officers has been reduced as there is an increase of call volume for calls for service to adult family home facilities.

Manager Trebatoski noted an overall 5% reduction was sought for calls for service to adult care facilities.

Cwmn. Gehred shared appreciation for the data presented. She inquired on a few of the classifications. She confirmed services are strained and if facilities are added before we are ready, it can further create a burden. She supports continuing the moratorium.

Cm. Hartwick confirmed an extension is needed.

Cm. Hartwick moved to continue the moratorium effective August 1, 2016 through November 15, 2016, seconded by Cm. Becker and carried.

NEW BUSINESS

a. Review and approve Listing Contract for Klement Business Park.

Manager Trebatoski reviewed a listing contract with a new agent for the Klement Business Park. The one-year exclusive contract will be with CBRE. Earned commissions from the sale would be paid at closing. The most recent contract expired on July 31, 2016.

Cwmn. Gehred inquired on the set commission levels provided by Manager Trebatoski.

Cm. Lescohier moved to approve the one year exclusive listing contract for CBRE for the Klement Business Park. Motion seconded by Cm. Becker and carried on a unanimous roll call vote.

MISCELLANEOUS

a. Temporary Class "B" Retailer's License for St. Joseph's Fall Festival on September 10, 2016.

Motion made by Cm. Hartwick, seconded by Cwmn. Gehred to approve the Temporary Class "B" Retailer's License for St. Josephs Fall Fest on September 10, 2016. Motion carried.

b. Granting operator licenses.

Motion made by Cwmn. Gehred, seconded by Cm. Lescohier to approve the granting of operator licenses as presented. Motion carried.

CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS

a. Verified claims.

The following is a list of bills to be approved:

CITY, SEWER AND WATER

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| AT&T GLOBAL SERVICES, INC. | New phone system | 119,356.36 |
| AWWA - WISCONSIN SECTION | Christensen AWWA seminar | 95.00 |
| ABENDROTH WATER CONDITIONING | Rental/water | 65.83 |
| ADVANCED DISPOSAL SERVICES | Solid waste pickup/recycle | 54,109.37 |
| AFLAC | Monthly disability | 1,694.88 |
| AIRGAS NORTH CENTRAL | Services | 389.71 |
| LW ALLEN LLC | SCADA final bill | 32,598.00 |
| AMAZON.COM | Headset; gun rack; battery; supplies | 2,011.18 |
| AMERICAN AWARDS & PROMOTIONS | Trophies and medals | 619.08 |
| JEFF ARMSTRONG | Jones Park sprinkler controller | 226.51 |
| BADGER POPCORN & CONCESSION | Concession supplies | 3,931.62 |
| BADGER PRESS, INC | 1000 canine veterans brochure | 355.00 |
| BATTERIES PLUS LLC | 12V battery | 21.95 |
| BEACON ATHLETICS | Pitchers plate (6) | 174.00 |
| BLODGETT GARDEN CENTER | Sprayer; killzall; stone | 83.09 |
| BLUEGLOBES, LLC | Runway light head assembly | 190.35 |
| BROWN CAB SERVICE INC | July subsidized taxi service | 17,015.68 |
| BRUCE MUNICIPAL EQUIPMENT INC | Swivel joint; rebuild kit | 401.50 |
| BUMPER TO BUMPER | Parts | 647.08 |
| PAUL CAMACHO | Language interpreter | 35.00 |
| CEDAR CREST | Concession ice cream | 3,116.35 |
| CENTURYLINK | State program/long distance | 73.09 |
| CHAMBER OF COMMERCE | Second quarter room rent | 23,616.48 |
| CHARTER COMMUNICATIONS | Internet; tv service | 479.44 |
| CINTAS CORP | Services | 804.17 |
| CITY OF FORT ATKINSON | Gas; taxes; st. opening permits; rent | 139,098.52 |
| PAUL CONWAY SHIELDS | Protective clothing | 8,511.67 |
| COUNTRY PLUMBER INC | Portable restroom | 385.00 |
| COUNTY MATERIALS CORPORATION | Sewer manholes | 1,981.89 |
| DAILY JEFFERSON COUNTY UNION | July publications | 1,376.41 |
| DARKHORSE | Business cards | 90.00 |
| DELUXE DISTRIBUTORS | Chemicals | 6,374.54 |
| DODGE CONCRETE INC | 1 yd concrete | 201.00 |
| DRUG TASK FORCE | Drug assessments | 71.00 |
| DOWN A COUNTY ROAD AMISH TOURS | Amish trip | 350.00 |
| EMC INSURANCE COMPANIES | Property, liability & fleet ins. | 295,541.97 |
| MICHELLE EBBERT | Election food and supplies | 54.64 |
| EMIL'S PIZZA | Concession supplies | 1,051.20 |
| FASTENAL COMPANY | Supplies | 136.85 |
| FIRST SUPPLY LLC | Concrete fernco/PVC/gasket | 913.84 |
| 5-ALARM FIRE & SAFETY EQP,INC | Dussual auto eject | 42.52 |
| FT HEALTH CARE BUSINESS HEALTH | Pre-employment screenings | 672.00 |

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| FORT MEMORIAL HOSPITAL | Blood alcohol tests | 170.22 |
| KAIA FOWLER | Merry Music Maker class | 48.00 |
| INSIGHT FS | Gas; nitrogen solution; beetle spray | 8,209.48 |
| GENERAL COMMUNICATIONS INC. | Eventide nexlog base system | 18,661.66 |
| GLOCK PROFESSIONAL INC. | Fire arm parts | 174.00 |
| GOOD TIME MUSIC | Performance and youth triathlon | 250.00 |
| GRAINGER | LED flasher module; timers | 979.12 |
| GRAYBAR ELECTRIC CO INC | Circuit breaker | 61.11 |
| GREAT WEST | Payroll | 4,670.00 |
| GROUND AFFECTS LANDSCAPING INC | July mowing and trimming | 372.00 |
| HACH COMPANY | Secondary treatment equipment | 1,916.39 |
| HACHTEL PLUMBING, INC. | Primed floor drain/replace gas | 135.00 |
| HAUSZ BROS INC | Rock | 574.90 |
| HAVILL-SPOERL FORD MERCURY INC | Oil changes | 69.38 |
| J3 EVENTS INC. | Youth triathlon timing | 950.00 |
| JEFFERSON CO CIRCUIT COURT | Bond | 350.00 |
| JEFFERSON CO TREASURER | Dog license fees; jail assessments | 1,532.45 |
| JENSEN PLUMBING & HEATING INC | Plumbing service | 133.00 |
| JONAS OFFICE PRODUCTS LTD | Office supplies | 928.22 |
| JUSTIN TRIALS RESORT | Bal. on Elegant Barn tour | 1,225.00 |
| KEEPRS, INC. | Gonzales glock | 507.48 |
| LAKESIDE INTERNATIONAL, LLC | Element "stock" | 14.85 |
| LARK UNIFORM OUTFITTERS INC | Shirt and pants | 259.82 |
| LIBERTY PROCESS EQUIP INC | Packing set | 444.55 |
| LIDS TEAM SPORTS | Softballs | 1,430.40 |
| LINCOLN CONTRACTORS SUPPLY INC | Coupler | 74.48 |
| LOGO WORKS, INC. | Embroidering; shirts; jacket | 151.00 |
| MADISON TRUCK SALES | Torque | 368.90 |
| MAP OF MILWAUKEE | #52 pigtail | 84.58 |
| MARTELLE | Chemicals | 1,097.60 |
| SIMONE MCKINNEY | Interpreter services | 70.00 |
| McMASTER-CARR SUPPLY CO | Straight blades; impact socket | 179.59 |
| IVY MILES | Yoga class | 450.00 |
| SECURIAN FINANCIAL GRP/MN LIFE | Life ins. premiums | 1,013.61 |
| MOUSER ELECTRONICS, INC. | Power supplies | 75.73 |
| NAPA OF JEFFERSON | Auto parts | 1,693.90 |
| NASCO | Neck tags | 16.60 |
| NORTHERN LAKE SERVICE INC | Coliform fecal | 110.00 |
| O'REILLY AUTO PARTS | Parts/supplies | 55.67 |
| ORIENTAL TRADING CO INC | Glow necklaces and bracelets | 146.90 |
| PAVEMENT STENCIL COMPANY | Pavement stencils | 1,118.16 |
| PAYNE AND DOLAN | Hot mix | 4,769.24 |
| ANNA PLECHATY | Reimb. Fireside show - Oct. | 61.00 |

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| POMP'S TIRE SERVICE INC | Tires; tubes | 2,130.88 |
| POWERS TIRE & AUTO SERVICE | Flat repair | 20.00 |
| PREMIER BANK | Payroll | 48,528.60 |
| RBS ACTIVEWEAR | T-shirts | 663.14 |
| RM SMALL ENGINE REPAIR, LLC | Chainsaw bar; recoil rope; ignitor | 805.81 |
| RHYME | Copier overage | 28.00 |
| S.T.B. | T-shirts Triathlon | 1,700.62 |
| SHERWIN-WILLIAMS CO. | Paint | 775.56 |
| SHOPKO STORE OPERATING CO.,LLC | Pool appreciation gifts | 86.27 |
| SHORT ELLIOTT HENDRICKSON INC | Fire flow analysis; rehab | 3,876.23 |
| SNAP MARKETING LLC | Blue beverage container | 826.00 |
| STARTECH COMPUTING INC. | July service | 1,125.00 |
| ST. OF WI: CONTROLLER'S OFFICE | Penalty assessments | 3,612.17 |
| STONECRAFT MASONRY & DESIGN | Cut out cracked mortar; rebuild wall | 2,390.00 |
| STREICHERS | Weapon light | 337.97 |
| TnT CLEANING | July janitorial services | 216.00 |
| TOTALFUNDS BY HASLER | Postage | 1,039.01 |
| TRI Air Testing, Inc. | Air tester | 172.00 |
| TRIBOLD IMPLEMENT | Truck mount spreader | 53,283.00 |
| 2 RIVERS BICYCLE & OUTDOOR | Swim suits | 1,439.80 |
| USA BLUE BOOK | Lead tube/pump tube | 133.85 |
| UNIVERSAL RECYCLING | Television disposals | 260.56 |
| UTILITY SERVICE CO., INC. | Maintenance | 800.97 |
| WATER DEPARTMENT | Sewer locate | 1,434.28 |
| AUDREY WEBER | Interpreter services | 35.00 |
| WIEDENBECK INC | Supplies | 1,017.59 |
| WILLIAM/REID LTD LLC | Magflux | 3,842.43 |
| WI DEPT OF COMMERCE | Permit/inspection pressure | 100.00 |
| WI DEPT.OF EMPLOYEE TRUST FUND | Monthly ins. premium | 117,874.70 |
| WI DEPT. OF REVENUE | July sales tax | 2,184.15 |
| WI DEPARTMENT OF REVENUE | State withholding - Payroll | 8,429.59 |
| WE ENERGIES | Electricity; natural gas | 19,150.73 |
| WI EMERGENCY MGMT | Chemicals for testing | 486.00 |
| WI STATE LAB OF HYGIENE | E.coli tests; fluoride tests | 709.00 |
| JOSH YANDRY | Safety boots | 85.00 |
| VERN ZECH | His. Preser. Annual membership | 35.00 |
| | TOTAL CITY ACCOUNTS | \$ 687,750.65 |
| | TOTAL SEWER ACCOUNTS | \$ 183,908.11 |
| | TOTAL WATER ACCOUNTS | \$ 182,543.91 |

STORMWATER UTILITY (Fund 10)

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| EMC INSURANCE COMPANIES | Property, liability & fleet insurance | 6,313.03 |
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| WIEDENBECK, INC. | Supplies | <u>484.20</u> |
| | TOTAL FUND 10 | \$ 6,797.23 |
| <i><u>KLEMENT BUSINESS PARKS (Fund 12)</u></i> | | |
| DAILY JEFFERSON CO. UNION | July Publications | \$ 128.25 |

Cm. Becker moved to approve the verified claims, appropriations and contract payments submitted by the Finance Director and authorize payment. Seconded by Cm. Lescohier and carried on a unanimous roll call vote.

ADJOURNMENT

Motion made by Cm. Hartwick, seconded by Cm. Becker to adjourn the City Council meeting at 7:57 pm. Meeting adjourned.

Michelle Ebbert, City Clerk/Treasurer

APPROVED:

PRESIDENT OF THE COUNCIL