

**CITY OF FORT ATKINSON**  
**City Council Minutes ~ September 18, 2018**

CALL MEETING TO ORDER.

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

ROLL CALL.

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

APPROVAL OF MINUTES OF SEPTEMBER 4, 2018 REGULAR COUNCIL MEETING.

Cm. Hartwick moved, seconded by Cm. Johnson to approve the minutes of the September 4, 2018 regular Council meeting. Motion carried.

PUBLIC HEARINGS

None.

PUBLIC COMMENT

Josh Luebke, 719 Madison Avenue discussed the parking in Klement Industrial Park. He has been parking his semi-trailer in the area for 4.5 years and has not faced any issues and fears losing his parking location could cause him to lose his job. Pres. Becker stated the Ordinance will be discussed at an October meeting and requested Mr. Luebke return at that time.

PETITIONS, REQUESTS AND COMMUNICATIONS

a. *Request by St. Peter's Episcopal Church to block Merchants Avenue in front of the Church for their biennial street auction on September 22, 2018 (rain date September 29, 2018).* Manager Trebatoski reviewed the biennial request to close a portion of Merchants Avenue. Departments have reviewed the request with no concerns. Chief Bump provided the Neighborhood Block Party Events requirements which have all been met.

Cm. Hartwick moved, seconded by Cm. Johnson to approve the request by St. Peter's Episcopal Church to block Merchants Avenue in front of the Church for their biennial street auction on September 22, 2018 6:30 am to 2:30 pm (rain date September 29, 2018). Motion carried.

RESOLUTIONS AND ORDINANCES

a. *Ordinance amending zoning from C-1 (Service Business District) to R-2 (Two Family Residential) for Lots 1 and 2 and to R-1 (Single Family Residential) for Lot 3 in the Second Addition to Highland Heights Subdivision.*

Engineer Selle stated this is the second reading of the ordinance. No comments or concerns were presented.

Cm. Kotz moved, seconded by Cm. Hartwick to send the ordinance to its third reading. Motion carried.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

a. *Minutes of Planning Commission meeting held September 11, 2018.*

- b. *Building, Plumbing and Electrical Permit Report for August, 2018.*
- c. *Minutes of Historic Preservation Commission meeting held August 13, 2018.*

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

#### UNFINISHED BUSINESS

- a. *Recommendation from Planning Commission to approve Preliminary Certified Survey Map creating three lots on County Highway K and request to rezone lot 1 from A-1 to A-3 and Natural Resource Zone, lot 2 from A-1 to A-3 and lot 3 from A-1 to A-3 and Natural Resource Zone (extra-territorial).*

Engineer Selle reviewed the recommendation from Planning Commission for the extra territorial that is within a three mile radius of the City boundary.

Cm. Hartwick moved, seconded by Cm. Lescohier to approve the recommendation from Planning Commission to approve Preliminary Certified Survey Map creating three lots on County Highway K and request to rezone lot 1 from A-1 to A-3 and Natural Resource Zone, lot 2 from A-1 to A-3 and lot 3 from A-1 to A-3 and Natural Resource Zone (extra-territorial). Motion carried.

#### NEW BUSINESS

- a. *Review and approve 2019 Recycling Grant Application.*

Engineer Selle stated this grant supplements the cost of both recycling and refuse collection. The estimated cost for this program in 2019 is \$218,980.41. The WDNR provided a grant of \$35,037 in 2018.

Cm. Kotz moved, seconded by Cm. Johnson to approve the 2019 Recycling Grant Application. Motion carried.

- b. *Appoint Sue Johnson to the Board of Directors for the Fort Atkinson Community Foundation.*

Manager Trebatoski discussed that one of the members of the Foundation is appointed by the City. Directors are appointed on a staggered five-year term basis.

Cm. Lescohier moved, seconded by Cm. Kotz to approve the appointment of Sue Johnson to the Board of Directors for the Fort Atkinson Community Foundation. Motion carried.

- c. *Review and approve contracts for long line painting as budgeted.*

Engineer Selle presented information regarding long line painting and the materials used on varying street surfaces. Both contracts will be based on a final measurement of lengths and time and materials, final amounts may vary. If the contract results in more than a 10% increase over the approved amount, Staff will return to Council for discussion and action, if necessary.

Jefferson County does not perform their own painting. Dodge County was unable to perform City long line painting. Bricklines will be able to schedule their painting in September.

Cm. Lescohier moved, seconded by to award the contract to Bricklines for the epoxy portion of the work in the amount of \$21,843 and to Dane County for the latex portion of the work on seal coated streets in the amount of \$14,000 and allow Staff to approve up to 10% over the contract amount. Motion carried on a roll call vote.

*d. Review and approve proposal to conduct a housing market assessment.*

Manager Trebatoski discussed the purpose of the housing study to determine what the current and future demands for housing are in the City. The study will provide us with information we need to approach and attract prospective residential developers to the community.

The fee for the study is \$9,500 from Baker-Tilly and is all inclusive of expenses. The Chamber has raised \$6,000 and is applying for up to \$7,000 from the Community Foundation for additional funds. The City has \$2,000 available. The study would not include single family and condo residential.

Cm. Lescohier moved, seconded by Cm. Johnson to approve proposal to conduct a housing market assessment with the Chamber of Commerce and Baker Tilly not to exceed \$9,500. Motion carried on a roll call vote.

#### MISCELLANEOUS

*a. Granting operator licenses.*

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

*b. City, Sewer, Water, Stormwater Utility Financial Statements as of August 31, 2018.*

Cm. Kotz moved, seconded by Cm. Lescohier to approve the City, Sewer, Water, Stormwater Utility Financial Statements as of August 31, 2018. Motion carried.

#### CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS

*a. Verified claims.*

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

#### ADJOURNMENT

Cm. Johnson moved, seconded by Cm. Hartwick to adjourn the meeting. Meeting adjourned at 7:31 pm.

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Michelle Ebbert, City Clerk/Treasurer

APPROVED:

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PRESIDENT OF THE COUNCIL