

CITY OF FORT ATKINSON
City Council Minutes ~ September 20, 2016.

CALL MEETING TO ORDER.

Pres Kotz called the meeting to order at 7:00 pm on September 20, 2016.

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 SEPTEMBER 2, 2016 REGULAR COUNCIL MEETING.

Cm. Becker moved to approve the minutes of the September 2, 2016 meeting. Cm. Hartwick seconded the motion and carried.

PUBLIC HEARINGS

None.

PUBLIC COMMENT

None.

PETITIONS, REQUESTS AND COMMUNICATIONS

a. Presentation of plaque to Richard Schuette for years of service.

Manager Trebatoski presented the plaque to Richard Schuette for his years of service to the City.

b. Notification from Department of Transportation of award of Safe Routes to School Plan Grant.

Engineer Selle discussed the notification of the grant award for Safe Routes to School Plan Grant. The City's 2008 Comprehensive Plan calls for the development of a Safe Routes to School Plan. The goal of the plan is to increase the percentage of students walking or biking to school and increase the overall safety of students getting to school by all means of transportation. The City and School will be required to pay 20% of the overall total if successful and have agreed to split the required \$14,400 match.

Cm. Lescohier moved to accept and file the Notification from the DOT of the award for Safe Routes to School Plan Grant. Seconded by Cwmn. Gehred and carried.

RESOLUTIONS AND ORDINANCES

a. Resolution to submit Urban Forestry Grant.

Manager Trebatoski reviewed the Urban Forestry Grant. The plan is to request the maximum of \$25,000 the grant for ash tree management. This is a cost-share grant from the DNR for the purpose of funding urban and community forestry projects.

Cm. Hartwick moved to approve and adopt Resolution to submit Urban Forestry Grant. Motion seconded by Cm. Becker and carried on unanimous roll call vote.

b. Resolution for Inclusion under E.T.F. Group Life Insurance.

Clerk Ebbert reviewed the resolution that would allow employees to add additional units of life insurance coverage. Seventy-one percent of eligible employees are enrolled in the life insurance

program. Adopting the resolution allows employees to add an additional unit without having to provide evidence of insurability.

Cm. Hartwick moved to approve and adopt Resolution for inclusion under Employee Trust Funds Life Insurance. Motion seconded by Cm. Lescohier and carried on a unanimous roll call vote.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

- a. *Building, Plumbing and Electrical Permit Report for August, 2016.*
- b. *Minutes of Traffic Review Committee meeting held September 8, 2016.*
- c. *Minutes of Ordinance Committee meeting held September 8, 2016.*
- d. *Minutes of Historic Preservation Commission meeting held August 1, 2016.*
- e. *Minutes of Dwight Foster Public Library Board meeting held August 15, 2016.*

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

UNFINISHED BUSINESS

- a. *Recommendation from Ordinance Committee to approve City Economic Development Commission Ordinance.*

Manager Trebatoski reviewed the recommendation that was derived from the Placemaking Initiative that had taken place. This is the first reading. The Commission would consist of seven voting members and two ex-officio, non-voting members.

Cm. Hartwick inquired on the language for collaboration. John Mielke addressed the idea of collaboration with the area groups (Chamber, Jefferson County Economic Development) that would contribute towards the success of the Commission.

Cwmn. Gehred asked how it relates to the industrial development committee. Mielke stated they would focus on all areas from commercial to industrial.

Cwmn. Gehred discussed the appointment and skill sets of potential members. She would like the list broadened to encompass more areas including cultural, agricultural and recreational. Mielke confirmed the importance of expanded skills and referenced the comprehensive plan that envelopes the City and future development.

Cm. Hartwick suggested an at-large member could have the expanded skills noted by Cwmn. Gehred. Discussion continued on experience of potential members.

Cwmn. Gehred asked where this Commission would fall amongst the Chamber, Planning, Council and County groups. Mielke confirmed one task would be to not duplicate but to clarify the steps. Manager Trebatoski stated that the groups work collectively for success.

Cwmn. Gehred stated she has concerns for productive growth. She feels the ordinance needs to include something on review or evaluation to make sure growth is productive for city and citizens. Cm. Lescohier replied that everyone has a different definition of productive development.

Cwmn. Gehred moved to amend section 2-343. (a) with the addition of “*or other skills found to be considered valuable to our activities*”. The motion was read back and clarified. Cwmn. Gehred retracted her motion.

Cm. Hartwick made a motion to amend 2-343. (a) removing ‘*shall*’ and replacing with ‘*should*’. Motion fails due to lack of a second.

Cm. Becker made a motion to move the ordinance to its second reading. Cm Lescohier seconded the motion. Manager Trebatoski noted the terms of the members will be staggered and the initial appointment will be for January 1, 2017. Motion carried.

b. Recommendation from Ordinance Committee to approve Direct Sellers Door to Door Residential Ordinance.

Clerk Ebbert introduced the revised direct seller ordinance. The existing ordinance had been used as a model for the mobile merchant ordinance and therefore had been hard to enforce with conflicting information.

Cm. Hartwick made a motion to move the ordinance to its second reading. Cm Becker seconded the motion and carried.

NEW BUSINESS

None.

MISCELLANEOUS

a. Granting operator licenses.

Cm. Hartwick moved to grant operator licenses as presented. Cwmn. Gehred seconded the motion and carried.

b. City, Sewer, Water and Stormwater Utility Financial Statements as of August 31, 2016.

Cm. Lescohier moved to approve the City, Sewer, Water and Stormwater Utility Financial Statements as of August 31, 2016. Motion seconded by Cm. Becker and carried.

CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS

a. Verified claims.

The following is a list of bills to be approved:

CITY, SEWER AND WATER

ABENDROTH WATER CONDITIONING	Rentals	50.50
ACE HARDWARE	Supplies	497.79
ADVANCE AUTO PARTS	Car wash/battery	146.57
ADVANCED DISPOSAL SERVICES	Dropped off truck cap; disposal	57,336.86
AFLAC	Sept. disability insurance	2,528.28
AIRGAS NORTH CENTRAL	Services	653.21
AMERICAN AWARDS & PROMOTIONS	Plaque; trophies; medals	1,192.25
ARMSTRONG HEATING/COOLING, INC.	Condenser fan repair	92.00
REVERE ELECTRIC SUPPLY	Bulbs; pedestal; GFI receptacle	362.62

BADGER BUS TOURS & HIGH ROLLER	Potawatomi trip	945.00
BADGER POPCORN & CONCESSION	Concession supplies	2,114.54
BATTERY PRODUCTS INC	Exit light batteries	25.55
BLODGETT GARDEN CENTER	Grass seed and straw	12.24
BROWN CAB SERVICE INC	Aug. subsidized taxi service	19,038.42
CEDAR CREST	Concession supplies	2,023.89
CENTURYLINK	State program/long distance	71.82
CHARTER COMMUNICATIONS	TV service; internet	294.69
CINTAS CORP	Services	841.68
PAUL CONWAY SHIELDS	Men's boots	370.00
COUNTRY PLUMBER INC	Portable restroom	385.00
DAILY JEFFERSON COUNTY UNION	Aug. publications	468.35
DARKHORSE	Ebbert - business cards	37.00
DASH MEDICAL GLOVES INC	XL exam gloves	71.90
DEB WHOLESALE	Concession supplies	435.87
DODGE CONCRETE INC	Concrete	4,605.50
TAMMY DOELLSTEDT	Conference fees	58.00
E-CONOLIGHT	Bulbs	121.30
EMIL'S PIZZA	Pizza	475.20
FERGUSON WATERWORKS	Gasket armor tips	615.75
FESTIVAL FOODS	Supplies	805.84
5-ALARM FIRE & SAFETY EQP,INC	Yellow defender helmet	637.76
FORT ATKINSON POLICE DEPT.	Pro Universal sight tool	274.99
FT HEALTH CARE BUSINESS HEALTH	Tests	1,700.00
FORT MEMORIAL HOSPITAL	Blood alcohol tests	56.74
INSIGHT FS	Fuel; clay	23,036.97
G.F.C. LEASING	Lease	978.48
GENERAL COMMUNICATIONS INC.	Power product/interface headset	842.80
GRAINGER	Axial fan (elevator)	38.85
GREAT WEST	Deferred compensation	4,665.00
GROUND AFFECTS LANDSCAPING INC	Aug. mowing and trimming	465.00
HACHTEL PLUMBING, INC.	Test back flow preventer	255.00
HAUSZ BROS INC	Road rock	691.94
JAECKEL BROS, INC.	Repairs	7,344.50
JEFFERSON CO CIRCUIT COURT	Bond	150.00
JONAS OFFICE PRODUCTS LTD	Office supplies	1,295.09
KALAHARI RESORT	Conference	492.00
LAKESIDE INTERNATIONAL, LLC	Repairs/parts	3,063.04
LARK UNIFORM OUTFITTERS INC	Uniform setup; badger holder	594.55
LEAGUE OF WI MUNICIPALITES	Annual conference (Gehred)	115.00
MARTELLE	Chemicals	2,376.43
MENARDS - JANESVILLE	Dehumidifier; grinder; ladder	374.37
MENARDS - JOHNSON CREEK	Wall tap; pole breaker; supplies	633.83
MID AMERICAN RESEARCH	Veg-a-kill plus	219.79

IVY MILES	Yoga classes	350.00
MILLER/BRADFORD/RISBERG INC	Parts	1,346.04
SECURIAN FINANCIAL GRP/MN LIFE	Oct. life ins. premiums	952.96
NAPA OF JEFFERSON	Auto parts; supplies	989.59
NORCO MANUFACTURING	Hangar door - east end	956.58
NORTHERN LAKE SERVICE INC	2016 DW samples	360.00
OPPORTUNITIES INC	Budget covers; repair order form	65.00
O'REILLY AUTO PARTS	Filter/oil	21.37
PALMYRA POLICE DEPARTMENT	bond	187.00
PATTEN'S MARINE	Repair CAV plate; filter	374.70
PAYNE AND DOLAN	Asphalt	4,254.89
PEPSI-COLA COMPANY	Soda; water; Gatorade	28.00
POMP'S TIRE SERVICE INC	Truck tires	2,856.08
PREMIER BANK	Fed. Withholding; Soc. Sec.; Medicare	43,756.74
PRO BUILD NORTH	Wood	3,024.46
R & H SERVICES INC	Well pump engine repair	67.10
RAY O'HERRON	Wedge kit; ammunition	3,471.60
RELIABLE OFFICE SUPPLIES	Roof repair compost building	558.60
RENNERT'S FIRE EQUIPMENT	Annual pump testing	2,644.05
RHYME	Copier overage	15.66
ROGERS & WESTRICK SC	Filing and service fees	137.00
SCHAEFFER MFG CO	Ultra red supreme	285.80
ANDREW SELLE	Velcro; meeting expense	28.47
SHERWIN-WILLIAMS CO.	Traffic paint/stripping	665.40
SHOPKO STORE OPERATING CO.,LLC	Pool supplies	40.81
SITEONE LANDSCAPE SUPPLY LLC	Propizol liter tip	66.49
SNAP ON TOOLS CORP	6 pc 12PT met	189.25
STARTECH COMPUTING INC.	Aug. service agreement	1,125.00
STREICHERS	B. Strandt - gun vault	54.98
TnT CLEANING	Aug. janitorial	216.00
TENPIN MOTORS LLC	Oil changes; tire rotation	127.62
TOTALFUNDS BY HASLER	Postage	1,000.00
TRIEBOLD OUTDOOR POWER LLC	Bearing; repair	406.14
TRUGREEN	Insect and disease control	55.00
US CELLULAR	Cell phones; tablet	493.93
UNITED SEPTIC & DRAIN	Pumped catch basin	325.00
UNIVERSAL RECYCLING	TV recycling	248.64
VLS PRODUCTIONS	Lighting rental	250.00
WMCA	District 5 meeting	30.00
W.W.O.A.	WWOA conference	410.00
CITY OF WHITEWATER	Senior in the Park - Lake Geneva	110.00
WI DEPT.OF EMPLOYEE TRUST FUND	Oct. health ins. premium	118,237.30
WI DEPT. OF REVENUE	Aug. sales tax	2,188.00
WI DEPARTMENT OF REVENUE	State withholding	7,828.14

WI DEPT. OF TRANSPORTATION	Unpaid parking citations	375.00
WE ENERGIES	Electricity and natural gas	21,565.74
WI STATE LAB OF HYGIENE	Fluoride test	25.00
<u>LIBRARY</u>		
BETTER HOMES & GARDENS MAG.	Periodicals	5.99
CREATIVE KNITTING	Periodicals	24.97
THIS OLD HOUSE	Periodicals	30.00
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	TOTAL CITY ACCOUNTS	\$336,295.13
	TOTAL WATER ACCOUNTS	\$12,735.35
	TOTAL SEWER ACCOUNTS	\$20,775.36
 <u>DEBT SERVICE FUND 4</u>		
Badger Bank	2012 Aerial Truck Loan Payoff	\$512,292.87

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

ADJOURNMENT

Cm. Hartwick moved to adjourn the meeting at 7:57 pm. Cm. Becker seconded the motion and carried. Meeting adjourned.

Michelle Ebbert, City Clerk/Treasurer

APPROVED:

PRESIDENT OF THE COUNCIL