

CITY OF FORT ATKINSON
City Council Minutes ~ October 16, 2018

CALL MEETING TO ORDER.

President Becker called the meeting to order at 7:02 pm.

ROLL CALL.

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

APPROVAL OF MINUTES OF OCTOBER 2, 2018 REGULAR COUNCIL MEETING AND OF OCTOBER 12, 2018 EMERGENCY COUNCIL MEETING.

Cm. Hartwick moved, seconded by Cm. Johnson to approve the minutes as presented. Motion carried.

PUBLIC HEARINGS

None.

PUBLIC COMMENT

None.

PETITIONS, REQUESTS AND COMMUNICATIONS

a. Request by Crown of Life Christian Academy to use various streets for "Turkey Trot" 5K run on November 17, 2018.

Chief Bump reviewed the request. Event organizers worked with Chief on requirements for a safe event. Sarah Moore stated they are trying to prevent road closures. The City route would start at Memorial Park and continue on City streets.

Cm. Lescohier moved, seconded by Cm. Hartwick to approve the request by Crown of Life Christian Academy to use various streets for "Turkey Trot" 5K run on November 17, 2018. Motion carried.

b. Proclamation in support of the Bells of Peace remembrance for those who served in World War I.

Manager Trebatoski introduced the item submitted by Dan Juday. Trebatoski read the proclamation.

Cm. Hartwick moved, seconded by Cm. Johnson to approve the Proclamation in support of the Bells of Peace remembrance for those who served in World War I. Motion carried.

RESOLUTIONS AND ORDINANCES

a. Resolution requesting exemption from County Library Tax.

Manager Trebatoski stated this is an annual resolution to be exempted from the County tax.

Cm. Hartwick moved, seconded by Cm. Kotz to approve and adopt Resolution requesting exemption from County Library Tax. Motion carried on a unanimous roll call vote.

b. *Revised resolution authorizing submittal of application to the Wisconsin Economic Development Corporation for a Community Development Investment Grant for Black Hawk Senior Residence, 1 West Milwaukee Avenue and 214 South Main Street.*

Manager Trebatoski reviewed the revised resolution. Original approval was early 2018 and since then the renovations and estimates had to be revisited.

Craig Ellsworth spoke on behalf of the project. The revision includes the removal of 311 S. Main Street however the property will still provide parking for 1 W. Milwaukee Avenue and 214 S. Main Street. The enclosure of the courtyard is removed as the cost was higher than anticipated. The property of 214 S. Main Street is being added to the renovation with a façade renovation to blend in to the downtown area and interior remodeling for office space for employees. The project is anticipated to take up to six months. There are no plans for 311 S. Main Street as it pertains to this submittal.

Cm. Kotz moved, seconded by Cm. Hartwick to approve and adopt Resolution authorizing submittal of application to the Wisconsin Economic Development Corporation for a Community Development Investment Grant for Black Hawk Senior Residence, 1 West Milwaukee Avenue and 214 S. Main Street. Motion carried on a unanimous roll call vote.

c. *Ordinance amending Heavy Traffic Route on Highland Avenue.*

Engineer Selle stated this is the second reading of the ordinance without comments or concerns.

Cm. Hartwick moved, seconded by Cm. Lescohier to move the ordinance to its third reading. Motion carried.

d. *Ordinance eliminating semi-trailer parking on Mielke Drive, and on street-parking on Mielke Drive, Commerce Parkway and Allen Drive effective January 1, 2019.*

Engineer Selle provided the ordinance in its second reading. Alternative parking has been made for those that utilized this area. An average of 6-8 vehicles used this area on a regular basis with some vehicles being left for a few days at a time.

Cm. Kotz moved, seconded by Cm. Johnson to move the ordinance to its third reading. Motion carried.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

a. *Appointment of Kathy Marr to Historic Preservation Commission.*

Cm. Lescohier moved, seconded by Cm. Hartwick to approve the appointment of Kathy Marr to Historic Preservation Commission. Motion carried.

b. *Minutes of Joint City Council/Economic Development Commission meeting held October 2, 2018.*

c. *Minutes of Planning Commission meeting held October 9, 2018.*

d. *Building, Plumbing and Electrical Permit Report for September, 2018.*

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

UNFINISHED BUSINESS

a. *Progress report on adult care facilities.*

Chief Bump provided that for the past six weeks, FACC and City officials have worked toward completion of the action items identified in 2018.

1. Complete a working Fort Atkinson definition of CBRFs.
 - a. Defined within the ordinance.
2. Complete a final draft ordinance that will outline a licensing procedure for CBRFs.
 - a. Draft ordinance 58-6 Adult and Juvenile Community Living Arrangement facilities is complete and ready for review by the Ordinance Review Committee.
3. Initial lobbying efforts and work to influence constraints to improve efficiencies.
 - a. Efforts have been taken across the State by County Human Services and Police Departments to address issues related to Emergency Detention. Our agency assisted with providing information toward a White Paper written by Kathi Cauley of Jefferson County Human Services.

Bump stated that the ordinance will not change current population of our CBRF community but with new homes being opened, procedures will be in place with adoption of the ordinance to ensure responsibility. Council thanked Chief Bump and FACC on their progress, dedication and focus on this endeavor for the past couple of years.

Michael Zore and Troy Hanson addressed the Council on their participation and comments in regard to the developed ordinance.

Cm. Kotz moved, seconded by Cm. Hartwick to maintain the moratorium until the ordinance is adopted with an anticipated date of December 18, 2018. Motion carried.

b. Recommendation from Planning Commission to approve Preliminary Certified Survey Map creating a five acre consolidation lot off an existing parcel adding a driveway access strip on Edgewater Road and rezoning from A-T (Agricultural Transition) to A-3 (Agricultural/Rural Residential) (extra-territorial).

Engineer Selle reviewed the recommendation. The request is from the property owner to create an access point to have the ability to sell a lot for future development.

Cm. Hartwick moved, seconded by Cm. Johnson to approve the recommendation from Planning Commission to approve Preliminary Certified Survey Map creating a five acre consolidation lot off an existing parcel adding a driveway access strip on Edgewater Road and rezoning from A-T (Agricultural Transition) to A-3 (Agricultural/Rural Residential) (extra-territorial). Motion carried.

c. Recommendation from Planning Commission to approve Preliminary Certified Survey Map creating a 16,500 square foot lot at 1030 Whitewater Avenue.

Engineer Selle discussed the residential CSM lot.

Cm. Hartwick moved, seconded by Cm. Lescohier to approve the recommendation from Planning Commission to approve Preliminary Certified Survey Map creating a 16,500 square foot lot at 1030 Whitewater Avenue. Motion carried.

NEW BUSINESS

a. Report on manpower transition at Police Department for increased focus on school safety.
Chief Bump reviewed the transition of the full time drug investigator position into a modified hybrid position beginning in 2019. The updated position will allow the agency to have additional

presence in the schools while maintaining an active role in narcotics investigation. Council thanked Chief for his positive thinking and working to keep our community safe.

Cm. Lescohier moved, seconded by Cm. Kotz to accept and file. Motion carried.

b. Review and approve proposal from Baker Tilly to complete a water rate study and filing of the application with Public Service Commission.

Water Supervisor Tim Hayden discussed the formal rate study required to increase water rates beginning in 2019 to assist in paying for development and implementation of a main replacement program. Fort Atkinson's water rates remain below average with municipalities of similar size within our region. Rate increases have averaged every 3-5 years.

Cm. Kotz moved, seconded by Cm. Johnson to approve the proposal from Baker Tilly to complete a water rate study and filing of the application with Public Service Commission not to exceed \$7,500. Motion carried on a unanimous roll call vote.

c. Review and approve quote for SCADA upgrade design for Water Utility as budgeted.

Engineer Selle and Supervisor Hayden presented the three quotes for upgrade to the SCADA system. The current system is 15 years old and many of the components such as the PLCs are beginning to fail and have been discontinued by the manufacturer. This project will be funded with money allocated in the 2018 CIP. Three quotes were received. Staff recommends MSA based on current relationships and the inclusion of a possible immediate repair of our current system to allow it to continue working until the new system is completed.

Cm. Lescohier moved, seconded by Cm. Hartwick to approve the quote for SCADA upgrade design for Water Utility from MSA Professional Services not to exceed \$35,250. Motion carried on a unanimous roll call vote.

MISCELLANEOUS

a. Request to change November 6, 2018 Council meeting to Thursday, November 8, 2018 due to Election and January 1, 2019 Council meeting to Thursday, January 3, 2019 due to holiday.

Cm. Hartwick moved, seconded by Cm. Lescohier to change the November 6th Council meeting to November 8th and the January 1st Council meeting to January 3rd. Motion carried.

b. Granting operator licenses.

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

c. City, Sewer, Water and Stormwater Utility Financial Statements as of September 30, 2018.

Cm. Kotz moved, seconded by Cm. Johnson to accept and file the City, Sewer, Water and Stormwater Utility Financial Statements as of September 30, 2018. Motion 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. Motion seconded by Cm. Hartwick and carried on a unanimous roll call vote.

ADJOURNMENT

Cm. Hartwick moved, seconded by Cm. Kotz to adjourn the meeting. Meeting adjourned at 8:32 pm.

Michelle Ebbert, City Clerk/Treasurer

APPROVED:

PRESIDENT OF THE COUNCIL