

CITY OF FORT ATKINSON
City Council Minutes ~ October 17, 2017

CALL MEETING TO ORDER.

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

ROLL CALL.

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

APPROVAL OF MINUTES OF OCTOBER 3, 2017 REGULAR COUNCIL MEETING.

Cm. Kotz moved, seconded by Cm. Hartwick to approve the minutes of October 3, 2017 regular Council meeting. Motion carried.

PUBLIC HEARINGS

None.

PUBLIC COMMENT

None.

PETITIONS, REQUESTS AND COMMUNICATIONS

a. Request by Lighthouse Events to hold FORT 14 marathon on August 4, 2018.

Manager Trebatoski presented the request which includes a route that travels towards the south side of Fort Atkinson. The organizers have their own medical staff, however, they requested Ryan Bros. Ambulance as a stand-by. Chief Bump has been in contact is working on additional manpower for the event.

Craig Brown was in attendance and addressed the Council. He spoke to Chief Bump and is working on volunteers for assistance. Following approval by the Council, they will be in contact with Jefferson County on approval for use of the out of City roadways. Lighthouse Events is an event organizer for races in several states. They look to give back to the community through their events.

Cm. Lescohier moved, seconded by Cm. Hartwick to approve the request by Lighthouse Events to hold FORT 14 marathon on August 4, 2018. Motion carried.

RESOLUTIONS AND ORDINANCES

None.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

a. Building, Plumbing and Electrical Permit Reports for September, 2017.

b. Minutes of Special Library Board meetings held September 11, 2017, September 13, 2017.

c. Minutes of Planning Commission meeting held October 10, 2017.

Cm. Kotz moved, seconded by Cwmn. Gehred to accept and file the reports of Officers, Boards and Committees. Motion carried.

UNFINISHED BUSINESS

None.

NEW BUSINESS

a. Proposal to develop formal emergency management program.

Chief Rausch reviewed the requirements for each community in the state to provide an Emergency Operations plan that addresses likely hazards and critical infrastructure protection. Each community is additionally required to appoint someone to develop, manage and implement a plan in conjunction with and in accordance to the county, state and national emergency response framework. The role of Emergency Management is to coordinate and provide access to resources that the community may not already have. They are also responsible for assisting the community, both public and private sectors to prepare for and deal with exceptional events. An effective emergency management plan has four basic elements: mitigation, preparedness, response and recovery. Chief Rausch provided a timeline that begins with implementation and progressively meets standards of a successful plan. An annual operating budget is requested beginning in 2018 in the amount of \$10,000. A capital budget is recommended beginning in 2019 at \$5,000 per year.

Cm. Kotz asked if this would be an additional part time employee or duties assigned to an existing. Chief Rausch confirmed it can be an additional assigned duty.

Chief Rausch added this program could address natural hazards and man-made events in addition to flooding or rising water levels.

Cm. Hartwick asked if funding exists from the State to aid in the budgeting. Chief Rausch replied that training funding exists and can be looked into further with assistance from the Jefferson County Emergency Management Department. Other resources exist outside of monetary assistance.

Cm. Lescohier inquired on the expenses that would qualify as Capital. Chief Rausch provided examples including computer equipment, phone systems, radios, cell phones that are assigned with priority status, portable generators or pumps. Additionally, potential update of the outdoor storm warning system.

Cm. Kotz moved, seconded by Cm. Lescohier to consider funding this initiative as part of 2018 budget and authorize the City Manager to formally appoint an Emergency Management Director. Motion carried on a roll call vote.

MISCELLANEOUS

a. Granting operator licenses.

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

b. City, Sewer, Water and Stormwater Utility Financial Statements as of September 30, 2017.

Cm. Lescohier moved, seconded by Cm. Hartwick to accept and file the City, Sewer, Water and Stormwater Utility Financial Statements as of September 30, 2017. Motion carried.

CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS

a. *Verified claims.*

Cm. Kotz moved, seconded by Cwmn. Gehred to approve list of verified claims presented by the Director of Finance and to authorize payment. Motion carried on a roll call vote.

ADJOURNMENT

Cwmn. Gehred moved, seconded by Cm. Lescohier to adjourn the October 17, 2017 meeting. Meeting adjourned at 7:41 pm.

Michelle Ebbert, City Clerk/Treasurer

APPROVED:

PRESIDENT OF THE COUNCIL