

CITY OF FORT ATKINSON
City Council ~ December 18, 2018

CALL MEETING TO ORDER.

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

ROLL CALL.

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

Excused absence: Cm. Kotz.

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

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

PUBLIC HEARINGS

None.

PUBLIC COMMENT

None.

PETITIONS, REQUESTS AND COMMUNICATIONS

a. *Request by Microlite Flyers to hold fly-in at the Airport on January 5, 2019.*

Engineer Selle stated this is an annual request by the flyers. A certificate of insurance will be provided. There are no costs to the city with this event.

Cm. Hartwick moved, seconded by Cm. Johnson to approve the request by Microlite Flyers to hold fly-in at the Airport on January 5, 2019. Motion carried.

RESOLUTIONS AND ORDINANCES

None.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

a. *Building, Plumbing and Electrical Permit Report for November, 2018.*

b. *Minutes of Finance Committee meeting held December 4, 2018.*

c. *Minutes of Planning Commission meeting held December 11, 2018.*

d. *Minutes of Historic Preservation Commission meeting held September 11, 2018.*

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

UNFINISHED BUSINESS

a. *Recommendation from Finance Committee to approve wages for 2019.*

Manager Trebatoski reviewed the wage adjustments for 2019 to include full-time, part-time and parks and recreation employees. The 2019 budget included the estimated increase. No changes were presented for the Employee Handbook.

Cm. Lescohier moved, seconded by Cm. Johnson to approve the recommendation from Finance Committee to approve wages for 2019. Motion carried on a unanimous roll call vote.

b. Review and approve Addendum to Rural Fire Protection Contracts.

Manager Trebatoski reviewed the one year extension to allow time to draft, review and approve a contract for 2020-2025. The extension lists a 10% reimbursement increase for 2019 while maintaining all other provisions of the 2014-2018 contract. This interim proposal has been accepted by all five townships and signed copies have been filed.

Cm. Hartwick moved, seconded by Cm. Johnson to approve the addendum to Rural Fire Protection Contracts. Motion carried on a roll call vote.

c. Recommendation from Planning Commission to approve Certified Survey Map creating six acre parcel on Wishing Well Road and rezoning to A-3 (extra-territorial).

Cm. Lescohier moved, seconded by Cm. Johnson to approve the recommendation from Planning Commission to approve Certified Survey Map creating six acre parcel on Wishing Well Road and rezoning to A-3 (extra-territorial). Motion carried.

d. Recommendation from Planning Commission to approve Certified Survey Map creating three acre parcel on County Road J and creating a three acre farm consolidation A-3 lot (extra-territorial).

Cm. Hartwick moved, seconded by Cm. Lescohier to approve the recommendation from Planning Commission to approve Certified Survey Map creating three acre parcel on County Road J and creating a three acre farm consolidation A-3 lot (extra-territorial). Motion carried.

e. Recommendation from Planning Commission to approve Certified Survey Map creating two 1.2 acre parcels on McMillen Road and rezoning to A-3 (extra-territorial).

Cm. Lescohier moved, seconded by Cm. Johnson to approve the recommendation from Planning Commission to approve Certified Survey Map creating two 1.2 acre parcels on McMillen Road and rezoning to A-3 (extra-territorial). Motion carried.

f. Recommendation from Planning Commission that City Manager and City Engineer be authorized to review extra-territorial surveys that are 1.5 to 3 miles outside of City limits.

Engineer Selle discussed the submission to the Planning Commission and the recommendation to refine the process in reviewing extra-territorials. Any requests that are from the City limits up to 1.5 miles will be reviewed at the Commission/Council level. This authorization would be for submittals over 1.5 miles to 3.0 miles from the City limits.

Pres. Becker inquired if the approvals would be presented to the City Council. Selle confirmed they would not be presented but receive a final signature from Clerk Ebbert. Prior years, the City had not reviewed the submittals. The City would continue to review at Staff level versus Planning Commission and City Council.

Cm. Hartwick shared concern for not seeing the submittals yet confirming they align with the Comprehensive Plan. Selle stated he could provide a summary to the Council of any plans approved by Staff.

Cm. Lescohier moved, seconded by Cm. Johnson to approve the recommendation from Planning Commission that City Manager and City Engineer be authorized to review extra-territorial surveys that are 1.5 to 3 miles outside of City limits. Motion carried.

NEW BUSINESS

a. Review and approve Shared Services Agreement between City and School District of Fort Atkinson.

Manager Trebatoski reviewed the existing sharing of services between the City and the School without a formal agreement on file. Some of these shared facilities include maintenance and use of ball fields, tennis courts, gymnasiums, etc. The initial term would be for a 25 year agreement. There is no cost to the City or School. An annual meeting would be held to confirm schedules for any facilities.

Cm. Hartwick moved, seconded by Cm. Lescohier to approve Shared Services Agreement between City and School District of Fort Atkinson. Motion carried on a roll call vote.

b. Review and approve quote for grinding brush at compost site.

Public Works Supervisor Kent Smith reviewed the quote that was included in the budget. Current practices include burning the brush at the site which takes several weeks and depends on weather and staff. Two quotes were received for the grinding of brush. Max-R Recovery at \$7,000 and Dirt King Materials at \$11,250.

Cm. Hartwick moved, seconded by Cm. Johnson to approve the quote for grinding brush at compost site from Max-R Recovery not to exceed \$7,000. Motion carried on a roll call vote.

c. Review and approve contract for construction oversight for Larsen Lagoon stormwater project.

Engineer Selle stated the project may begin in December 2018. Selle asked for a rough scope of work for construction oversight during the project.

Cm. Lescohier moved, seconded by Cm. Johnson to approve contract for construction oversight for Larsen Lagoon stormwater project from Hey and Associates not to exceed \$25,000. Motion carried on a roll call vote.

MISCELLANEOUS

a. Granting operator licenses.

Cm. Hartwick moved, seconded by Cm. Lescohier to grant operator licenses as presented. Motion carried.

b. City, Sewer, Water and Stormwater Utility Financial Statements as of November 30, 2018.

Cm. Hartwick moved, seconded by Cm. Johnson to approve, accept and file the City, Sewer, Water and Stormwater Utility Financials as of November 30, 2018. Motion carried.

CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS

a. Verified claims.

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

ADJOURNMENT

Cm. Johnson moved, seconded by Cm. Hartwick to adjourn the meeting. Meeting adjourned at 7:28 pm.

Michelle Ebbert, City Clerk/Treasurer

APPROVED:

PRESIDENT OF THE COUNCIL