

CITY OF FORT ATKINSON
City Council Minutes ~ December 19, 2017

CALL MEETING TO ORDER.

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

ROLL CALL

Present: Cm. Kotz, Cwmn. Gehred, Cm. Lescohier, Cm. Hartwick and Pres. Becker.

APPROVAL OF MINUTES OF DECEMBER 5, 2017 REGULAR COUNCIL MEETING.

Cm. Kotz moved, seconded Cm. Hartwick by to approve the minutes of December 5, 2017 regular council meeting. Motion carried.

PUBLIC HEARINGS

a. *Public hearing on request to rezone Lots 1 and 2 of Certified Survey Map creating two separate parcels at the southwest corner of East Highland Avenue and Whitewater Avenue from C-1 to R-2.*

After three calls, the President closed the public hearing without comments.

PUBLIC COMMENT

None.

PETITIONS, REQUESTS AND COMMUNICATIONS

a. *Update from Chamber of Commerce on annual Tourism Report and Budget.*

Carrie Chisholm from the Chamber of Commerce provided their annual tourism report and budget.

Cm. Lescohier moved, seconded by Cm. Hartwick to accept and file the update from Chamber of Commerce on annual Tourism Report and Budget. Motion carried.

b. *Request by Microlite Flyers to hold fly-in at the Airport on January 6, 2018.*

This is an annual request by the group and they have submitted a certificate of liability insurance.

Cm. Kotz moved, seconded by Cwmn. Gehred to approve the request from the Microlite Flyers to hold fly-in at the airport on January 6, 2018. Motion carried.

RESOLUTIONS AND ORDINANCES

None.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

a. *Minutes of Finance Committee meeting held December 5, 2017.*

b. *Minutes of Planning Commission meeting held December 12, 2017.*

c. *Minutes of Historic Preservation Commission meeting held November 13, 2017.*

d. *Minutes of Tourism Commission meeting held November 16, 2017.*

Cm. Hartwick moved, seconded by Cm. Lescohier to accept and file the reports of officers, boards and committees. Motion carried.

UNFINISHED BUSINESS

a. Recommendation from Planning Commission to approve request to rezone Lots 1 and 2 of Certified Survey Map creating two separate parcels at the southwest corner of East Highland Avenue and Whitewater Avenue from C-1 (service business district) to R-2 (two-family residential) and Ordinance.

Engineer Selle reviewed the recommendation from Planning Commission. Selle reviewed the surrounding stormwater area and future plans for the larger lot that remains following the CSM. R-2 allows up to two family units, similar to condominiums that share a common wall with a zero lot line. The developer did request the Council to consider waiving the second and third readings so he can begin development and ground breaking.

Cm. Hartwick moved to send the ordinance to its second reading. Motion failed due to lack of a second.

Cm. Lescohier moved to suspend the rules and approve the first reading and waive the second and third readings. Cm. Kotz seconded the motion and carried on a unanimous roll call vote.

Cm. Lescohier moved to adopt ordinance to rezone Lots 1 and 2 of CSM creating two separate parcels at the southwest corner of East Highland Avenue and Whitewater Avenue from C-1 to R-2. Motion seconded by Cm. Kotz and carried on a unanimous roll call vote.

b. Recommendation from Finance Committee to approve restructuring of Police Department and corresponding wage adjustments.

Chief Bump reviewed the recommendation of restructuring the department. Members of the Department support the restructuring. Compression review was also done on wage levels between officers and lieutenants.

Cm. Lescohier moved, seconded by Cm. Hartwick to approve the recommendations from Finance Committee to approve restructuring of Police Department and corresponding wage adjustments. Motion carried on a unanimous roll call vote.

c. Recommendation from Finance Committee to approve wages for 2018.

Manager Trebatoski reviewed the recommendations that included a 1.5% increase for full time employees and adjustments to Fire Chief, Police Captains and Senior Center Director. Additionally, many part-time positions will receive a 1% wage increase.

Cm. Hartwick moved, seconded by Cwmn. Gehred to approve the recommendations from Finance Committee to approve wages for 2018. Motion carried on a unanimous roll call vote.

d. Recommendation from Finance Committee to approve handbook changes for 2018.

Manager Trebatoski presented the recommended revisions to the handbook. Attorney Steven Zach provided review and comments. Clerk Ebbert discussed electronic devices and technology advances to include any device used for city purposes. Cm. Hartwick shared concerns for 'at will' employment language on page 4 of the handbook. Trebatoski discussed the language and

justification for the recommendation of 'at will' employment. Attorney Westrick discussed the differences with 'just cause' and 'at will'.

Cm. Hartwick moved to delete paragraph 2 under DISCLAIMER STATEMENT on page 4 of the handbook that reads *'The City's employees are "at-will" employees, except if provided by applicable State of Wisconsin Statutes, collective bargaining agreement or individual contract and may be terminated at any time with or without notice, and with or without cause, at the option of the City or the employee so long as not for an illegal reason. No Department Head or supervisor has authority to create a contract or any agreement contrary to this Handbook'*. Cwmn. Gehred seconded the motion. Discussion continued. Manager Trebatoski referenced the Discharge and Discipline Policy and Procedure.

A roll call vote was taken Gehred and Hartwick for, Kotz Lescohier and Becker against; motion fails.

Cm. Hartwick made a motion to move the DISCLAIMER STATEMENT section to the Discipline and Discharge Policy to page 35 of the handbook. Cwmn. Gehred seconded the motion. Cwmn. Gehred suggested an amendment to put back in the suggested deleted PHILOSOPHY AND OVERVIEW statement. Cm. Hartwick seconded the motion. (The addition of PHILOSOPHY AND OVERVIEW statement would not move the DISCLAIMER STATEMENT to page 35 of the handbook.)

A roll call vote was taken with Gehred and Hartwick and Becker for, Kotz and Lescohier against; motion carries. The PHILOSOPHY AND OVERVIEW statement will remain and the DISCLAIMER STATEMENT will also remain as presented.

Cm. Lescohier moved to approve the recommendations from the Finance Committee with amendments. Cm. Kotz seconded the motion with a further recommendation that the changes be reviewed with Attorney Zach whom provided the original recommendations. Cm. Lescohier conquered with the addition to the motion. Motion carries.

e. Review and approve change order for 2017 paving contract with Payne & Dolan.
Engineer Selle reviewed the memo that closes out the paving contract. The change order removes S. Water Street West and includes additional review on Janesville Avenue and Ralph Park. The original bid for all work was \$170,912.

Cm. Hartwick moved to approve the invoice for payment \$182,144.25 to Payne and Dolan. Cm. Lescohier seconded the motion and carried on a unanimous roll call vote.

f. Review and approve proposal for Larson Lagoon stormwater design.
Engineer Selle reviewed the 2009 Stormwater Plan that identified the Larson Lagoon property as a location to assist with the City fulfilling the permit limits on the Total Suspended Solids. The City received A WDNR Grant to help pay for design and construction of this project in the amount of \$150,000. Hey and Associates provided stormwater experience.

Cm. Lescohier moved, seconded by Cwmn. Gehred to approve proposal for Larson Lagoon stormwater design with Hey and Associates in the amount of \$34,400 with additional work to be performed at the discretion of the City Engineer and approval of the City Manager, up to \$5,000. Motion carried on a unanimous roll call vote.

NEW BUSINESS

a. Review and approve quote for purchase of snow plow to attach to skid steer for Department of Public Works.

Director Kent Smith reviewed the two quotes for purchase of a snow plow. Both quotes were for a Virnig V60 snow plow/pusher HSBP 132 with identical specifications. Bobcat of Janesville provided a quote of \$7,450 with a quote from Skid Steer Solutions at \$8,605.

Cm. Hartwick moved, seconded by Cm. Kotz to approve the quote for purchase of a snow plow to attach to skid steer for Department of Public Works from Bobcat of Janesville not to exceed \$7,450 with funds available in the snow and ice control account. Motion carried on a roll call vote.

b. Review and approve quote for purchase of ambulance for Fire Department, contingent on inspection.

Chief Rausch reviewed the proposals received for purchase of a remounted type 3 ambulance. A remounted ambulance is a new chassis with a refurbished ambulance module mounted on it. A \$1,000 delivery fee is being provided to bring the vehicle to the Department for inspection. Should the inspection not be appropriate, the department will provide the delivery and not be required to purchase the unit.

Cm. Hartwick moved, seconded by Cm. Lescohier to approve the quote for purchase of ambulance from Lifestar Specialty Vehicles contingent upon final inspection, not to exceed \$77,800 and to thank the funding sources and sponsors. Motion carried on a roll call vote.

Chief Rausch provided the following local community partners that aided in the development of the ambulance service and equipment: The FireSide Dinner Theater, Fort Atkinson Community Foundation, Fort Health Care and Badger Basement.

c. Review and approve quote for purchase of 3/4-ton pick-up with plow for Parks Department as budgeted.

Director Scott Lastusky reviewed the quotes from Griffin Ford and Ketterhagen. Griffins quote was \$34,939 with a trade-in allowance of \$22,000 for the 2014 Jeep with a final purchase price of \$12,939. \$11,500 was budgeted in capital outlay to combine with the \$22,000 trade in to provide \$33,500 for purchase.

Cm. Kotz moved, seconded by Cm. Hartwick to approve the quote from Griffin Ford with trade-in allowance to purchase a ¾ ton pick-up with plow for Parks Department as budgeted. Motion carried on a roll call vote.

MISCELLANEOUS

a. Appointment of Election Inspectors for 2018-2019.

Cwmn. Gehred moved, seconded by Cm. Kotz to approve the appointment of Election Inspectors for 2018-2019. 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 November 30, 2017.

Cm. Lescohier moved, seconded by Cm. Kotz to approve the City, Sewer, Water and Stormwater Utility Financial Statements as of November 30, 2017. Motion carried.

d. Adjourn to closed session after regular City Council meeting pursuant to Section 19.85(1)(c), WI Statutes, to conduct City Manager appraisal.

Cwmn. Gehred moved, seconded by Cm. Lescohier to adjourn to closed session after regular City Council meeting pursuant to Section 19.85(1)(c), WI Statutes, to conduct City Manager appraisal. Motion carried on a unanimous roll call vote.

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. Lescohier and carried on a roll call vote.

ADJOURNMENT

Cm. Hartwick moved, seconded by Cm. Kotz to adjourn the meeting. Meeting adjourned at 8:48 pm.

Michelle Ebbert, City Clerk/Treasurer

APPROVED:

PRESIDENT OF THE COUNCIL