

**CITY COUNCIL MINUTES
FORT ATKINSON, WISCONSIN
May 4, 2010**

1. CALL MEETING TO ORDER

A regular meeting of the City Council was called to order by President Gray at 7:00 p.m. in the Council Chambers of the Municipal Building.

2. ROLL CALL

On call of the roll, members present were:

Bill Camplin
Davin Lescohier
John Mielke
Dick Schultz
Loren Gray

Also present were the City Manager, Clerk/Treasurer, City Attorney, and Engineer.

3. APPROVAL OF MINUTES OF APRIL 20, 2010 REGULAR COUNCIL MEETING

Cm. Camplin, seconded by Cm. Mielke, moved to approve the minutes of the April 20, 2010 regular Council meeting as submitted. The motion carried on a voice vote.

4. PUBLIC HEARINGS

None.

5. PETITIONS, REQUESTS AND COMMUNICATIONS

- a. REQUEST BY CHAMBER OF COMMERCE TO HOLD ANNUAL CARNIVAL DAYS ON JULY 30-31, 2010 AND TO BLOCK PARKING STALLS FOR BRAT STAND.

The City Manager said this is the annual request for Carnival Days and there are no objections to the request.

Cm. Schultz stated he noticed that the brat stand was previously placed in the location of a designated handicapped-parking stall and wondered if it could be moved to accommodate this parking stall. A representative from the Chamber was present at the meeting and said he would mention this to the committee.

Cm. Mielke, seconded by Cm. Lescohier, moved to approve the request by the Chamber of Commerce to hold annual Carnival Days on July 30-31, 2010 and to block parking stalls for the brat stand. The motion carried on a voice vote.

- b. REQUEST BY FORT ATKINSON BOYS AND GIRLS CLUB TO HOLD FLY-IN BREAKFAST AT AIRPORT ON JUNE 6, 2010.

The City Manager said this is the fourth annual fly-in.

The City Attorney questioned if the City would be listed as an insured on the insurance policy covering this event. Chip Day indicated the City will be added to the Boys and Girls Club policy for coverage.

Cm. Lescohier asked how many planes have participated in this event in the past. Chip Day said there have been approximately 30-35 planes.

Cm. Schultz, seconded by Cm. Camplin, moved to approve the request by the Fort Atkinson Boys and Girls Club to hold a fly-in breakfast at the Airport on June 6, 2010. The motion carried on a voice vote.

- c. REQUEST BY CHAMBER OF COMMERCE TO HOLD FARMER'S MARKET IN THE PARKING LOT ACROSS FROM THE POST OFFICE FROM MAY 8, 2010 THROUGH OCTOBER 30, 2010.

The City Manager said this is an annual request.

Cynthia Holt, Market Manager, indicated a new item this year, will be the use of an EBT machine to enable the use of QUEST cards from citizens who receive Foodshare benefits.

Cm. Lescohier, seconded by Cm. Schultz, moved to approve the request by the Chamber of Commerce to hold the Farmer's Market in the parking lot across from the Post Office from May 8, 2010 through October 30, 2010 on Saturdays. The motion carried on a voice vote.

- d. REQUEST BY ARBOR HOUSE TO WAIVE 2,500-FOOT SEPARATION AND 1% OF POPULATION REQUIREMENTS FOR AN ADULT FAMILY HOME TO BE LOCATED AT 1103 PETERSON STREET.

The City Manager said the Planning Commission has approved the conditional use permit for this Adult Family Home.

Cm. Mielke, seconded by Cm. Camplin, moved to waive the 2,500-foot separation and 1% of population requirements for an adult family home to be located at 1103 Peterson Street, contingent on complying with the appropriate State licensure requirements. The motion carried on a voice vote.

6. RESOLUTIONS AND ORDINANCES

None.

7. REPORTS OF OFFICERS, BOARDS AND COMMITTEES

a. RECOMMENDATION FROM COUNCIL PRESIDENT AND CITY MANAGER TO DELETE INACTIVE COMMITTEES.

The duties and responsibilities of various committees were reviewed by Council members and City staff, and the following committees have been recommended to be deleted:

- Dairy Shrine Committee
- Jefferson County Economic Development Corp.
- Recycling Committee
- School Board and City Council
- Sign Review Committee
- Special Projects Committee
- Walkway Development Committee
- Wastewater Advisory Committee

Cm. Mielke stated that matters these committees deal with are currently being addressed by other committees. If a special project needs to be addressed, an ad hoc committee may be formed.

Cm. Schultz, seconded by Cm. Mielke, moved to approve the recommendation to delete the inactive committees listed above. The motion carried on a voice vote.

b. APPOINTMENT OF COMMITTEE MEMBERS BY COUNCIL PRESIDENT.

Cm. Lescohier, seconded by Cm. Mielke, moved to accept the appointments of the following Committee and Board members by the Council President.

**2010
COUNCIL REPRESENTATION
ON VARIOUS BOARDS/COMMITTEES**

COMMITTEE/BOARD

MEMBERSHIP

Airport Committee	Bill Camplin
Ambulance Advisory Committee	Loren Gray
Board of Electrical Examiners	Richard Schultz
Cable Television Committee	John Mielke
Finance Committee	John Mielke/Richard Schultz

Historical Society Board	John Mielke
Library Board	Bill Camplin
License Committee	John Mielke/Richard Schultz
Ordinance Committee	Bill Camplin/Davin Lescohier
Park & Recreation Board	Davin Lescohier
Planning Commission	Bill Camplin
Public Works Committee	John Mielke/Davin Lescohier
Tourism Committee	Davin Lescohier
Traffic Review Committee	Richard Schultz
Transportation Adv. Committee	Loren Gray

The motion carried on a voice vote.

The City Manager reviewed the following Committee appointments and reappointments with the Council.

Cm. Mielke, seconded by Cm. Camplin, moved to accept the following Board and Committee appointments and reappointments.

- c. Reappointment of Robert Massie and Peter Weston to the Airport Committee for four-year terms.
- d. Reappointment of Jeff Armstrong, Robert Thomas and Thomas Carl to the Board of Electrical Examiners for one-year terms.
- e. Reappointment of Jill Kessenich to the Historic Preservation Commission for a five-year term.
- f. Appointment of Pat Belt and reappointment of Mark Haubenschild and Rita Gray to the Dwight Foster Public Library Board for three-year terms.
- g. Reappointment of Jeanne Schulenberg, Terry Tumbarello and Mark Pollex to the Park & Recreation Advisory Board for three-year terms.
- h. Appointment of Bonnie Hamm to the Planning Commission for a three-year term.
- i. Appointment of Chad Wiedenhoeft to the Police and Fire Commission for a five-year term.
- j. Reappointment of Mary Jo Eggers and Julie Nordeen to the Tourism Committee for three-year terms.
- k. Appointment of Jim Smith (letter coming) and reappointment of Jim Woodman to the Board of Zoning Appeals for two-year terms.

The following Boards/Committees have openings remaining for which there were no applications received: Board of Electrical Examiners (one position); Planning Commission (one position to fill unexpired term of Bill Camplin to 2011); and Board of Zoning Appeals (two positions). The City Manager said he has gotten two more applications for the Planning Commission and will try to get the rest of the Committees filled and get their approval back to the Council in the near future.

The motion carried on a voice vote.

Cm. Schultz, seconded by Cm. Lescohier, moved to accept and file the minutes of the Jefferson County Economic Development Consortium meeting held March 10, 2010; the minutes of the Historical Society Board meeting held March 18, 2010; the minutes of the Planning Commission meeting held April 27, 2010; the minutes of the Parks & Recreation Advisory Board meeting held April 26, 2010; and the minutes of the Water Tower Committee meeting held April 27, 2010. The motion carried on a voice vote.

8. UNFINISHED BUSINESS

None.

9. NEW BUSINESS

- a. REVIEW AND APPROVE AIRPORT HEIGHT LIMITATION ZONING ORDINANCE VARIANCE FOR PLACEMENT OF CRANES IN CONJUNCTION WITH HWY. 26 BYPASS PROJECT.

The City Manager stated the City has granted a variance for this project in the past. It has been determined by the F.A.A. that there is no hazard to air navigation by granting this variance. The variance should be contingent on the following:

- The crane shall be marked with red light and flag. The red light must conform to Chapter 5, red obstruction light system (L-810 or equivalent and minimum 32.5 candela) and flag must conform to Chapter 3, Marking Guidelines, in accordance with F.A.A.'s Advisory Circular 70/7460-1K, Obstruction Marking and Lighting.
- Notify the City three business days prior to erecting the crane.
- The crane shall be lowered to the ground at night and/or when not in use.

Cm. Mielke, seconded by Cm. Camplin, moved to approve the Airport Height Limitation Zoning Ordinance variance for placement of cranes in conjunction with the Hwy. 26 Bypass project, with the limitations as expressed. The motion carried on a voice vote.

b. REVIEW AND APPROVE BIDS FOR 2010 STREET PROGRAM.

The following bids were received for the 2010 Street Program:

<u>CONTRACTOR</u>	<u>MILLING, PULVERIZING & PAVING</u>	<u>CHIP SEAL</u>
B.R. Amon & Sons	\$303,489.05	No bid
Payne & Dolan, Inc.	\$337,667.91	No bid
Wolf Paving	\$342,370.65	No bid
Jefferson Co. Hwy. Dept.	\$306,868.67 *	\$50,267.00 *
Fahrner Asphalt	No bid	\$62,654.23
Scott Construction, Inc.	No bid	\$66,747.40

* Estimate only

The City Attorney has advised the City to not accept estimates on sealed bid jobs; therefore, the numbers from the Jefferson County Hwy. Department cannot be accepted.

Cm. Schultz, seconded by Cm. Lescohier, moved to award the bid for the milling, pulverizing and paving portion of the 2010 Street Program to B.R. Amon & Sons in an amount of \$303,489.05, and to award the bid for the chip seal portion of the 2010 Street Program to Fahrner Asphalt in an amount of \$62,654.23. On call of the roll, the motion carried.

10. MISCELLANEOUS

a. REQUEST TO SET LICENSE COMMITTEE MEETING DATE.

The City Clerk indicated this meeting is for the annual review of applications for the various liquor, dance and arcade licenses in the City. He requested the meeting be set for Monday, May 17, 2010 at 4:30 p.m. The members of the License Commission (Pres. Gray, Cm. Mielke and Cm. Schultz) indicated the date and time were fine with their schedules, and the meeting was set.

b. AGENT CHANGE FOR VELVET LIPS FOR "CLASS B" COMBINATION LIQUOR LICENSE.

Cm. Mielke, seconded by Cm. Camplin, moved to approve the agent change for the "Class B" Combination Liquor License for Velvet Lips to Letitia Erdman. The motion carried on a voice vote.

c. GRANTING OPERATOR LICENSES.

Cm. Lescohier, seconded by Cm. Mielke, moved to approve the following list of applicants for operator licenses for the 2008-2010 license period:

Regular:

Peggy L. Bentheimer	Walgreens
Rosemary J. Goldsmith	Union Jacks
Cassandra L. How	Walgreens
Cynthia P. Krebs	The Filling Station
Donald H. Krebs Jr.	The Filling Station
Kaitlyn E. Laehr	Walgreens
Brian M. Miller	The Filling Station
Adam J. Schaller	Union Jacks
Brian R. Turriffin	Citgo on the Point

The motion carried on a voice vote.

d. **CITY, SEWER, WATER AND STORMWATER FINANCIAL STATEMENTS AS OF MARCH 31, 2010.**

The City Manager reviewed the accounts with the Council. He pointed out that in regard to the Stormwater Fund, a lot of estimates were made getting this program together. We estimated at budget time that we would have 10,930 ERUs and ended up with 10,400, which would equate to approximately \$13,700 per year. The City Manager said there have been no credits issued to date, however approximately six people have inquired about the procedure. We are anticipating three or four applications.

The City Manager said we are slightly below budget in most cases. Adjustments will have to be made to the expenses in the Sewer Utility accounts, as the industrial customers have not fully come back yet from the downturn in the economy and we are seeing a shortfall in the industrial revenue sector.

It was indicated that the Library construction bond proceeds have been received and expenses are beginning to come in for that project.

Cm. Lescohier, seconded by Cm. Camplin, moved to accept and file the City, Sewer, Water and Stormwater Financial Statements as of March 31, 2010. The motion carried on a voice vote.

11. **CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS**

Cm. Mielke, seconded by Cm. Lescohier, moved the bills in the amounts of \$280,162.22 for the City (Fund 1); \$43,444.55 for the Sewer Utility (Fund 2); \$14,344.99 for the Water Utility (Fund 3); \$825.00 for Stormwater Management (Fund 10); \$150.00 for Klement Business Park (Fund12); \$150.00 for Downtown Economic Development (Fund 13); and \$150.00 for Northwest Corridor Development (Fund 14); and \$133,249.03 for Payrolls #8 and #8A as per Schedule O-18 on file in the office of the City

Clerk/Treasurer and as audited and approved by the Finance Committee be allowed and orders be authorized drawn on the proper funds for their payment. On call of the roll, the motion carried unanimously.

12. ADJOURNMENT

Cm. Schultz, seconded by Cm. Lescohier, moved to adjourn the May 4, 2010 regular City of Fort Atkinson Council meeting at 7:32 p.m. The motion carried on a voice vote.

/s/Matt Trebatoski
City Clerk/Treasurer