

**CITY COUNCIL MINUTES
FORT ATKINSON, WISCONSIN
JUNE 19, 2007**

1. CALL MEETING TO ORDER

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

2. ROLL CALL

On call of the roll, members present were:

LaVerne Behrens
John Mielke
Jim Simdon
Steve Tesmer
Mark Zastrow

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

3. APPROVAL OF MINUTES OF JUNE 5, 2007 REGULAR COUNCIL MEETING.

Cm. Zastrow, seconded by Cwmn. Behrens, moved to approve the minutes of the June 5, 2007 Regular Council meeting. The motion carried on a voice vote.

4. PUBLIC HEARINGS

None.

5. PETITIONS, REQUESTS AND COMMUNICATIONS

None.

6. RESOLUTIONS AND ORDINANCES

None.

7. REPORTS OF OFFICERS, BOARDS AND COMMITTEES

Cm. Simdon, seconded by Cm. Zastrow, moved to accept and file the minutes of the Dwight Foster Public Library Board meeting held May 7, 2007; the minutes of the Board of Review meeting held June 5, 2007; the minutes of the Historical Preservation Commission meeting held June 5, 2007; the minutes of the Electrical, Building and

Plumbing Permit reports for May, 2007; and the minutes of the Planning Commission meeting held June 12, 2007. The motion carried on a voice vote.

8. UNFINISHED BUSINESS

a. REVIEW AND APPROVE WATER UTILITY MASTER PLAN.

Pat Planton of Short, Elliot and Hendrickson reviewed and gave highlights of the Water Utility Master Plan and presented recommended short-term, medium-term and long-term improvements for the next 20 years.

The Utility is currently capable of producing a reliable water supply of 4.85 million gallons per day, which should be adequate until approximately 2025. The Utility could however use some additional water storage. Overall the Water Utility continues to be in good shape. Recommended improvements over the next 20 years include:

Short-Term

- Implementation of a South Pressure Zone and Construction of a Booster Station
- Distribution System Improvements

Medium-Term

- Construction of a South Water Tower
- Distribution System Improvements
- Infrastructure Replacement Program

Long-Term

- Implement North Pressure Zone
- Infrastructure Replacement and Transmission Main Expansion
- Well #8

Cm. Zastrow, seconded by Cm. Tesmer, moved to accept the Water Utility Master Plan. The motion carried on a voice vote.

b. RECOMMENDATION FROM PLANNING COMMISSION TO APPROVE PRELIMINARY CERTIFIED SURVEY MAP CREATING THREE LOTS ON CARNES ROAD (EXTRA-TERRITORIAL).

Cm. Simdon, seconded by Cm. Tesmer, moved to approve the Preliminary Certified Survey Map creating three lots on Carnes Road (extra-territorial). The motion carried on a voice vote.

c. RECOMMENDATION FROM PLANNING COMMISSION TO APPROVE PRELIMINARY SUBDIVISION PLAT FOR FOURTH ADDITION TO KOSHKONONG ESTATES.

The City Manager stated the plat was approved one year ago, however the time period for submittal has lapsed and it must be resubmitted. The plat remains unchanged from the previous year.

Cm. Tesmer, seconded by Cm. Simdon, moved to approve the Preliminary Subdivision Plat for the Fourth Addition to Koshkonong Estates. The motion carried on a voice vote.

d. RECOMMENDATION FROM PLANNING COMMISSION TO APPROVE PRELIMINARY SUBDIVISION PLAT FOR FIFTH ADDITION TO KOSHKONONG ESTATES.

The City Manager stated the recommendation is contingent on the inclusion of easements along lots 119, 120, 121, 135, 136, 138 and 139 for the utilities with 5ft. setbacks.

Cm. Zastrow, seconded by Cwmn. Behrens, moved to approve the Preliminary Subdivision Plat for the Fifth Addition to Koshkonong Estates. The motion carried on a voice vote.

9. NEW BUSINESS

a. REVIEW AND APPROVE BIDS FOR A NEW SERVICE VEHICLE FOR WATER UTILITY AS BUDGETED.

The City Manager stated \$45,000 was budgeted for this purchase and the low bid for the chassis was Havill-Spoerl at \$18,442.00 and the low bid for the utility box was Monroe Truck Equipment at \$11,718.00. There will be a few additional items including the installation of a radio and a crane for about \$1,040.00. The total cost is expected to be approximately \$31,200.00, which will be about \$14,000.00 under budget.

Kayser Ford was the actual low bid for the chassis at \$18,399.80, however due to the small difference with the bid from Havill-Spoerl, the recommendation is to go with the local business.

Cm. Simdon, seconded by Cm. Zastrow, moved to approve the bid from Havill-Spoerl for a 2007 Water Utility vehicle not to exceed \$18,442.00, the bid from Monroe Truck Equipment for a utility box not to exceed \$11,718.00 and installation of a radio and crane at the approximate cost of \$1,040.00. On call of the roll, the motion carried unanimously.

10. MISCELLANEOUS

a. CITY, SEWER AND WATER FINANCIAL STATEMENTS AS OF MAY 31, 2007.

The City Manager stated delinquent personal property taxes are down to \$13,500 and will hopefully all be collected for the year. With the implementation of GASB 34 this year the City had an increase of \$447,559.00 in general fixed assets. This represents some of the infrastructure that the City has recorded for things like sidewalks and streets that are coming online with the GASB requirement.

In the month of May the City received its recycling grant of \$45,000, the quarterly Mass Transit payment of \$26,000 and the quarterly cable franchise fee of \$32,000. Some other revenues for the month of May included \$18,000 from the Aquatic Center, \$11,000 from Recreational program fees (\$39,000 for the year) and \$29,000 for fire protection services to the towns.

Interest on general investments continues to be strong for the City at \$9,000 for the month and almost \$100,000 for the year, which is \$20,000 over budget already this year. On the expenditures side the only area of real concern at this point is snow and ice control. The sand and salt account is over budget by approximately \$10,000. Overall, the City is about 5% below where it should be with expenses for this time of the year.

The Wastewater Utility has not received a bill yet from the State for the Sherman Avenue project. There will be some change orders to the project that will be coming up due to hitting some huge rocks when installing sewer main. Overall, the Wastewater Utility is down 6% from where it should be with expenditures, and revenues are pretty much right on target with the budget.

The Water Utility had \$40,000 allocated for a motor repair on Well #3 and the final cost for the service actually came in at \$25,000, so it ended up being \$15,000 under budget. Cash is low at this time for the Water Utility, partially due to a lot of capital projects being undertaken during the first part of the year. Summer usage and the small rate increase once the Sherman Avenue project is finished should help pick revenues up a bit. The Utility is about 12% under budget with expenditures for this time of the year.

b. GRANTING OPERATOR LICENSES.

Cm. Simdon, seconded by Cm. Tesmer, moved to approve the following list of applicants for operator licenses for the 2006-2008 license period:

PROVISIONAL: Deborah R. Hodgkins for use at Fort Generals

The motion carried on a voice vote.

11. CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS

a. VERIFIED CLAIMS.

Cm. Zastrow, seconded by Cm. Tesmer, moved the bills in the amounts of \$263,012.29 for the City (Fund 1); \$29,003.71 for the Sewer Utility (Fund 2); \$20,198.06 for the Water Utility (Fund 3); \$101,083.38 for the 1901 Water Tower (Fund 8); \$579.99 for Downtown Economic Development (Fund 13); and \$137,366.08 for Payroll 12 as per Schedule N-48 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

Cwmn. Behrens, seconded by Cm. Simdon, moved to adjourn the June 19, 2007 regular City of Fort Atkinson Council meeting at 7:59 p.m. The motion carried on a voice vote.

/s/ Matt Trebatoski
City Clerk/Treasurer