



City of Fort Atkinson  
City Clerk/Treasurer's Office  
101 N. Main Street  
Fort Atkinson, WI 53538

**CITY COUNCIL MEETING  
IN PERSON AND VIA ZOOM  
TUESDAY, DECEMBER 6, 2022 – 7:00 PM  
CITY HALL – SECOND FLOOR**

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**1. CALL MEETING TO ORDER**

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

**2. ROLL CALL**

Present: Cm. Becker, Cm. Hartwick, Cm. Johnson, Cm. Schultz and President Scherer. Also present: City Manager, City attorney, City Engineer, City Clerk/Treasurer, Public Works Superintendent, Public Works Supervisor and Wastewater Superintendent.

**3. PUBLIC HEARING – NONE**

**4. PUBLIC COMMENT - NONE**

**5. CONSENT AGENDA:**

*a) Review and possible action relating to the minutes of the November 15, 2022 regular Fort Atkinson City Council meeting (Ebbert, Clerk/Treasurer/Finance Director)*

*b) Review and possible action relating to the minutes of the November 15, 2022 Police and Fire Commission meeting (Ebbert, Clerk/Treasurer/Finance Director)*

*c) Review and possible action relating to the minutes of the November 17, 2022 Sex Offender Residence Board meeting (Ebbert, Clerk/Treasurer/Finance Director)*

*d) Review and possible action relating to the minutes of the November 22, 2022 regular Plan Commission meeting (Ebbert, Clerk/Treasurer/Finance Director)*

*e) Review and possible action on the appointment of Loren Gray to the Plan Commission (LeMire, City Manager)*

*f) Review and possible action on a Special Event: Fort Atkinson Drift Skippers Snowmobile Club request to use snowmobile trails through the Klement Business Park for the 2022-2023 season (Ebbert, Clerk/Treasurer/Finance Director)*

Cm. Becker moved, seconded by Cm. Johnson and carried. move to approve the Consent Agenda as listed, items 5.a. through 5.f.

**6. PETITIONS, REQUESTS, AND COMMUNICATIONS – NONE**

**7. RESOLUTIONS AND ORDINANCES – NONE**

**8. REPORTS OF OFFICERS, BOARDS, AND COMMITTEES:**

a) *City Manager's Report (LeMire, City Manager)*

**9. UNFINISHED BUSINESS – NONE**

**10. NEW BUSINESS:**

a) *Review and possible action relating to 2023 Small Animal Collection Contract with the Humane Society of Jefferson County (Ebbert, Clerk/Treasurer/Finance Director)*

Clerk Ebbert reviewed the presented contract with the Humane Society and is proposing changes to the services provided in order to reduce the overall cost of the contract. The Humane Society is proposing to continue to provide animal pickup during regular business hours as normal but is proposing to reduce the on-call overnight services. Humane Society staff has reached out to all law enforcement partners, who will likely be impacted by this change, and found support. The recently completed Census increased the City's population to 12,583. The 2023 proposed rate is \$2.58 per resident, for a total of \$32,464.14. The Humane Society has continually offered at 1.5% discount should the City elect to provide the contract payment in one lump sum in the month of January. The City traditionally takes advantage of this offer and, if approved, intends to pay the 2023 discounted annual fee of \$31,977.17 in January 2023. \$35,500 was included in the 2023 budget for this service (account 01-53-5343-000).

Cm. Becker moved, seconded by Cm. Schultz *to approve the 2023 Small Animal Collection Contract with the Humane Society of Jefferson County in the amount of \$31,977.18 for the term of January 1, 2023 through December 31, 2023 and authorize the City Manager to execute said Contract.* Motion carried unanimously.

b) *Review and possible action relating to the approval of EMS Billing Contract for the Fire Department (Rausch, Fire Chief)*

Manager Lemire discussed that after January 1, 2023, the City's Fire Department will become the primary 911 EMS provider. The City is estimating that the Fire Department will provide approximately 1,400 EMS responses a year (with more than 1,100 transports). With that increase in call volume, the service fee of 17% is excessive. Staff reached out LifeQuest to discuss a new fee structure but were unable to reach an agreement. Due to these negotiations being unsuccessful, staff elected to release an RFP to ascertain interest from other companies who could provide the service. Several of these companies expressed interest in the proposal; however, only one response was received. LifeQuest has proposed a continuation of our current contract structure with an improved service contingency fee of 8% of collected revenues.

Cm. Hartwick moved, seconded by Cm. Johnson *to approve the proposal from LifeQuest to provide ambulance billing services at 8% of revenue and authorize the City Manager to execute a continuation of the current contract with said reduced billing service rate.* Motion carried unanimously.

**c) Review and possible action relating to a Public Monument Review for installation of a kayak launch located on the municipal boat launch (Selle, City Engineer/Director of Public Works)**

Dakota Friend wishes to install a kayak launch on the municipal boat launch for his Eagle Scout Project. The launch will allow for loading and unloading of kayaks at the municipal dock. Another objective of the Public Monument/Building Review process is to identify the short and long-term maintenance needs of the monument or building and properly plan for them, with the hope that all future maintenance, repair, and replacement of structures does not fall onto the City. Dakota will fund raise and install the kayak launch as part of his project. The City will then install and remove the launch along with the other municipal piers at this location going forward.

Cm. Becker moved, seconded by Cm. Johnson to approve the request for a Public Monument Review allowing the installation of a kayak launch on the municipal boat launch by Eagle Scout Dakota Friend. Motion carried.

**d) Review and possible action related to Emergency Replacement and Rebuild of Digester Blower #2 at the Wastewater Utility (Christensen, Wastewater Superintendent)**

Wastewater Superintendent shared that on November 16<sup>th</sup> blower #2 failed. After troubleshooting with the manufacturer, staff determined that blower #2 suffered a major failure and would need rebuilding if possible. Although each blower and digester are a separate pair, several years ago cross connections were made to the air discharge piping to allow for emergency operation. This allows us to share air from blower #1 to digesters #1 & #2, but this is a stop-gap measure at best. The digesters cannot be operated this way long term. The best approach to get the digesters back to normal operation is to replace blower #2 with a new blower core, return the failed blower to the manufacturer for rebuilding (if possible); and then store the rebuilt blower for eventual replacement of blower #3.

Cm. Hartwick moved, seconded by Cm. Johnson to authorize the purchase of the blower replacement core including installation and startup for the cost of \$64,408.65 as an emergency purchase; and to authorize the rebuilding of blower #2 for the cost of \$26,107.82 from Aerzen USA Corporation of Coatesville, PA, at the Wastewater Treatment Facility. Motion carried unanimously.

**e) Review and possible action relating to Septage Pump #1 and Associated Piping Replacement at the Wastewater Utility (Christensen, Wastewater Superintendent)**

Wastewater Superintendent discussed the 2022 CIP includes \$40,000 for the replacement of Septage Pump #1. The original purpose of the septage pump system was to pump trucked in septic and holding tank waste from a storage tank into the plant influent flow. As the total gallons of this waste type increased over time, and with the storage tank limited to about 11,000 gallons, it became necessary to use a different discharge point for septage. The original plan for this CIP item was to purchase a pump better suited to the wastes for which it's being used, and to replace some suction and discharge piping. The current Phase II project includes the ongoing by-pass of the raw influent pumping system. This affords us the

opportunity to replace all of the corroded piping and to re-route the discharge point of the pumps to a closer and improved connection location. New discharge piping will be stainless steel.

Cm. Becker moved, seconded by Cm. Hartwick move to approve the purchase of a Septage Pump and Associated Piping Replacement for \$17,547 from William/Reid Ltd. and the installation of such by Staab Construction for an amount not to exceed \$40,000, for a total of \$57,547, at the Wastewater Treatment Facility. Motion carried unanimously.

*f) Review and possible action relating to a Certified Survey Map for the property located at 309 Bluff St., City of Fort Atkinson (CSM-2022-08) (Selle, City Engineer/Director of Public Works)*

Engineer Selle reviewed the CSM that was recommended for approval by the Plan Commission. The property owner would like combine 3 separate lots into a single lot. The location is on Bluff St in Fort Atkinson and is used for the school and parsonage of the St Paul's Church community.

Cm. Hartwick moved, seconded by Cm. Becker to approve the Certified Survey Map for the Property located at 309 Bluff St., City of Fort Atkinson. Motion carried.

**11. MISCELLANEOUS – NONE**

**12. CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS:**

*a) Review and possible action relating to the Verified Claims presented by the Director of Finance and authorization of payment (Ebbert, Clerk/Treasurer/Finance Director)*

Cm. Becker moved, seconded by Cm. Johnson to approve the list of Verified Claims as presented and authorize payment. Motion carried unanimously.

**13. THE CITY COUNCIL MAY CONSIDER A MOTION TO CONVENE IN CLOSED SESSION PURSUANT TO STATE STAT. §19.85(1)(E) TO DELIBERATE OR NEGOTIATE THE PURCHASING OF PUBLIC PROPERTIES**

Cm. Hartwick moved, seconded by Cm. Johnson to adjourn into closed session pursuant to State Stat. §19.85(1)(e) to deliberate or negotiate the purchase of public properties and to remain in closed session pursuant to State Stat. §19.85(1)(e) to conduct other specified public business where competitive reasons require a closed session (to negotiate a taxi service contract). Motion carried.

**14. THE CITY COUNCIL MAY CONTINUE IN CLOSED SESSION PURSUANT TO STATE STAT. §19.85(1)(E) TO CONDUCT OTHER SPECIFIED PUBLIC BUSINESS WHERE COMPETITIVE REASONS REQUIRE A CLOSED SESSION [TO NEGOTIATE A TAXI SERVICE CONTRACT]**

**15. ADJOURNMENT**

Cm. Becker moved, seconded by Cm. Hartwick to adjourn. Meeting adjourned at 9:24 pm.

Respectfully submitted  
Michelle Ebbert  
City Clerk/Treasurer