



BUILDING SUPERVISION DEPARTMENT 2019 Annual Report

As of December 31, 2019, the Building Supervision Department has issued five hundred and six (506) total permits for fee revenues of \$65,915.00 and an estimated total value of \$11,918,330. The breakdown of the permits by type is as follows: one hundred and fifty five (155) building permits were issued for a revenue of \$32,365.75, One hundred and forty six (146) electrical permits were issued for revenues of \$11,885.25, sixty six (66) plumbing permits for revenues of \$7,344.00, and one hundred and thirty two (132) heating, ventilating, and air conditioning permits for revenues of \$14,125.00 and the remainder were misc. permits.

Five (5) new single-family homes were constructed in 2019 for an estimated value of \$1,191,000.00 or an average value of \$238,200.00 per home. The number of new single family homes constructed is decreasing slightly due to a lack of suitable lots. Remodels, additions and alterations to single and two family homes amounted to thirty eight (38) permits with an estimated value of \$713,464.00 or an average estimated value of \$18,775.00 per permit.

Three new two-family homes were constructed in 2019 for an estimated value of \$695,000.00 or an average value of \$231,666.00 each. No new permits were issued for multi-family buildings in 2019. Remodels, additions and alterations of commercial/industrial buildings amounted to seventeen (17) permits with an estimated value of \$9,040,000.00 or an average of \$531,764.00 per project. The continued investment and expansion of our commercial/industrial businesses indicates that our commercial and industrial base continues to be strong and growing.

Twelve (12) new-detached garages were constructed in 2019, with an estimated valuation of \$247,800 or an average of \$20,650.00 per garage. Forty nine (49) fences, thirteen (13) signs, nine (9) decks, and nine (9) sheds plus other miscellaneous permits made up the remainder of the permit numbers.

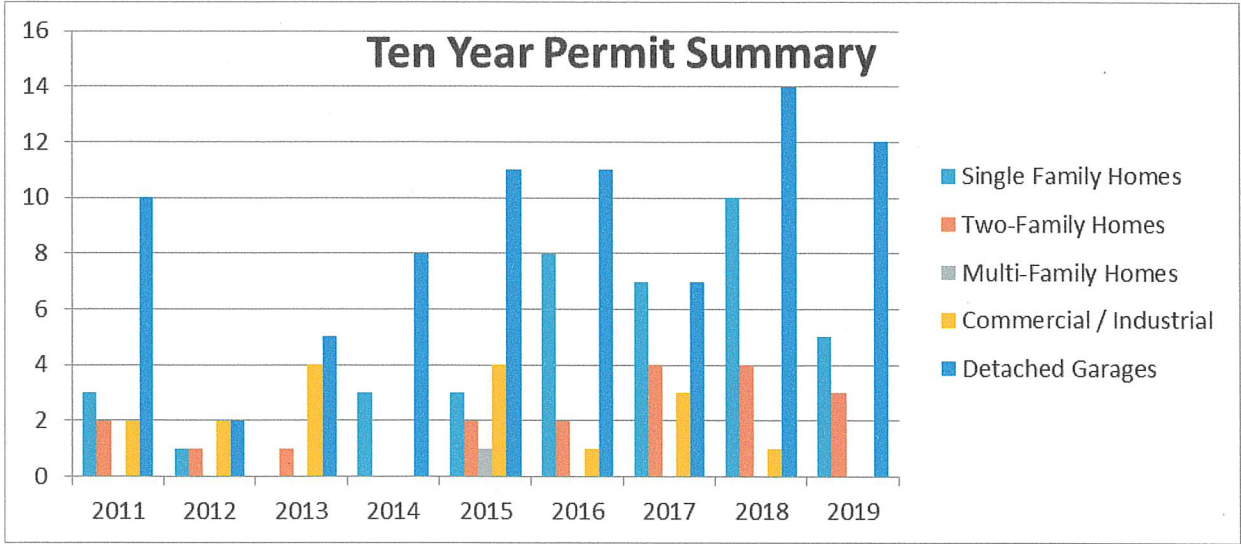
Changes to floodplain delineations and challenging soils and artesian subsurface water conditions are proving to be large obstacles to development in some of our previously subdivided areas. We spent time in 2019 working on developing the City's new Zoning Code which will be completed in 2020. The new zoning code will replace a document which has been modified and adjusted for the past fifty years and should, when completed, better reflect the new trends and methods in zoning and land use management. Part of developing and implementing the City's long range plans will include standards adaptable to infill, mixed use development and traditional neighborhood options for future growth and development areas.

The large majority of construction activity continues to be in remodels and additions to existing properties and the repurposing of existing structures. The trend towards reinvestment and repurposing of existing land and structures is positive and a good use of existing infrastructure.

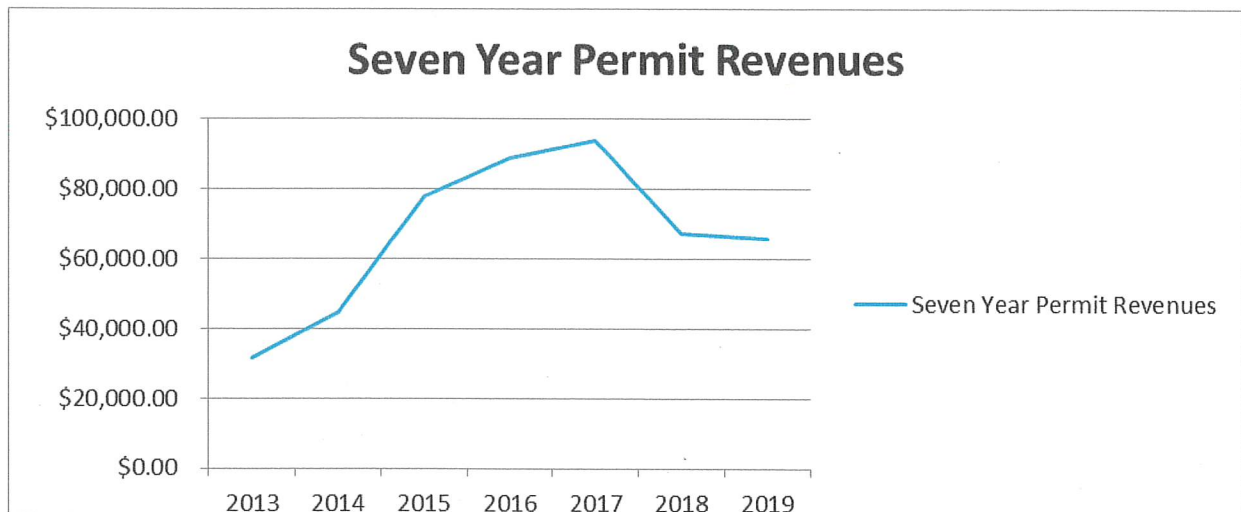
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The City of Fort Atkinson continues to offer a terrific value to those wishing to build either homes or commercial/industrial buildings, and this fact will keep the City at the forefront for future development. The City has now developed up to the bypass along the Northwest side of the City and will undoubtedly expand beyond that point in the near future.



The total number of permits, five hundred and six (506), is down by approximately 4.8% from five hundred and thirty one (531) permits in 2018. The total permit revenues for the year 2019 were \$65,915.00 which is down approximately 2.3% from \$67,498.00 in 2018, this represents the second year since 2013 with a revenue decrease. Our current permit fees, which began use in 2016, are functioning well and helping the Building Supervision department in its goal to be more self-sustaining while continuing to offer a great value to the public.



The Building Supervision Department conducted seven hundred and thirteen (713) inspections in 2019, for an average of four (4) inspections per day. These inspection numbers, as always, do not include inspections and site visits dealing with property code enforcement, zoning or safety concerns.

Respectfully Submitted,

Brian Juarez, Building Inspector/Zoning Administrator



CITY CLERK/TREASURER

OPEN BOOK: Wednesday April 15, 2020 1:00 pm – 3:00 pm. Open Book refers to a period of time when the completed assessment roll is open for examination by property owners. Property owners can meet with Associated Appraisal to review their assessments, review property records, ask questions and preview comparables that were used when assessing your property.

BOARD OF REVIEW: Wednesday, May 6, 2020 10:00 am – 12:00 pm. If you disagree with your assessment after Open Book, you may appeal the assessment to the Board of Review. You must file an objection with the City Clerk at least 48 hours before the scheduled date. Contact the Clerk for more information.

BENEFITS ADMINISTRATION

Employee benefits are managed in the C/T office for all full time and part time employees. Benefits include earned time (sick, vacation), insurance (health, dental, disability, life), retirement options (WRS, Wisconsin Deferred Compensation, North Shore Bank) and flexible spending for medical reimbursements or dependent care. Health Insurance is available to all full-time employees through the Wisconsin Employee Trust Funds.

ELECTIONS - 2019

There was only one election in 2019 and it was the Spring Election in April. Results are posted on the Jefferson County Clerks website after polls close on Election Day.

Election	# Election Day Voters	# New Registrations	# Absentee Voters	Total Voters	Percentage
April	2,040	48	192	2280	34.69%

Have you visited www.myvote.wi.gov yet? You can register to vote, change your address, see when the next election is, find out what is on your ballot and even request to vote via absentee.

ELECTIONS - 2020

The year 2020 will bring four elections – Tuesday February 18th, Tuesday April 7th, Tuesday August 11th and Tuesday November 3rd. Polls will be open 7:00 am to 8:00 pm.

SOCIAL MEDIA

Keep up with the City by ‘liking’ our Facebook page and by visiting our website. www.fortatkinsonwi.net.

LICENSING

The Clerk’s office is responsible for issuing many licenses throughout the year. These licenses include: Beekeeping, Direct Seller, Mobile Merchant, Sale of Cigarette/Tobacco products, Class A and B for Beer and Liquor, Class C Wine, Operators, Provisional, Temporary Beer and Temporary Wine. All licenses are for one year issuance with the exception of the two-year operator license. Licenses generate revenue exceeding \$25,000.

Beekeeping License

Honey beekeeping is allowed in residentially zoned districts within the City. The license must be renewed annually, however the fee of \$25 is only required with the initial application. Ordinance #750 discusses the allowance and restrictions of beekeeping.

Direct Seller

Direct seller licenses are required for door-to-door sales of products. Exemptions exist for youth civic and religious non-profit organizations. The fee is \$25 for the annual license. Review Ordinance #753 for more information.

Mobile Merchant

Mobile merchants include vendors that sell food, merchandise, product out of vehicles or trailers in various zoned districts in the City. The license can be for six months or twelve months. Check out Ordinance #723.

Types of Alcohol Licenses

“Class A” Intoxicating Liquor, Class “A” Fermented Malt Beverage (Beer), “Class A” Liquor: Cider Only, “Class B” Intoxicating Liquor, Class “B” Fermented Malt Beverage (Beer), “Class B” Winery, “Class C” Wine, Reserve “Class B” Intoxicating Liquor, Temporary Class “B” Fermented Malt Beverage (Beer) and Temporary “Class B” Wine.

Definitions of Alcohol Licenses

Class A refers to consuming product *away* or off premise (grocery store, gas station).
Class B refers to consuming product *on* premise (bar, tavern, restaurant, bowling alley)
Class C refers to the sale of alcohol beverages accounts for less than 50% of gross receipts.
Product may be sold by the glass or in an opened original containers for consumption on the premises where sold.

Number and Types of Licenses Issued

Class “A” Beer and “Class A” Liquor Cider Only – 6
“Class A” Liquor – 3
“Class A” Liquor and Class “A” Beer – 7
Class “B” Beer – 0
Class “B” Beer and “Class C” Wine – 4
“Class B” Liquor and Class “B” Beer – 21
RESERVE Class B Liquor and Class B Beer - 3

Operator Licenses

There are currently 378 licensed operators/bartenders in the City of Fort Atkinson. To become licensed, an applicant must pass a Responsible Beverage Server course at www.learn2serve.com. Provide a printed certification of completion and file an Operator License application.

ORDINANCES

An ordinance is a law or regulation made by local government. Nine ordinances were approved throughout the year. Abbreviated ordinances are published in the local newspaper as required by Statute. The complete ordinance can be viewed on our website, go to New Ordinances under Your Government.

RESOLUTIONS

The City Council adopted twelve resolutions this year. Resolutions can vary from combining wards for elections to approving financial transactions and adjusting rates. Resolutions are exempt from being published in the local newspaper but are available on our website.

REAL PROPERTY AND PERSONAL PROPERTY TAX COLLECTION

Property tax bills were mailed in mid-December with the first installment due January 31st to the Clerk's office. The second installment is due July 31st at the Jefferson County Courthouse. Full installment payments are allowed until January 31st at the Municipal Building.

Taxing Unit

	<i>2017 Levy</i>	<i>2018 Levy</i>	<i>Total 2019 Levy</i>
State of WI	\$	\$ -	\$ -
Jefferson County	\$ 3,753,017.77	\$ 3,714,001.70	\$ 3,920,783.80
Fort School District	\$ 9,029,491.26	\$ 9,408,048.33	\$10,602,445.05
Madison Tech College	\$ 820,641.91	\$ 816,853.92	\$ 878,245.83
City of Fort Atkinson	<u>\$ 7,255,173.00</u>	<u>\$ 7,378,945.00</u>	<u>\$ 7,963,383.33</u>
Total	\$20,858,323.94	\$21,317,848.95	\$23,364,858.01

Property tax payments collected in December 2015: \$8,089,903.14

Property tax payments collected in December 2016: \$8,212,896.81

Property tax payments collected in December 2017: \$9,094,440.98

Property tax payments collected in December 2018: \$9,456,429.68

Property tax payments collected in December 2019: \$9,693,365.27

Property tax payments collected in 2016 as of January 15th: \$2,737,279.46

Property tax payments collected in 2017 as of January 15th: \$2,932,159.98

Property tax payments collected in 2018 as of January 15th: \$2,281,487.48

Property tax payments collected in 2019 as of January 15th: \$2,596,952.20

Property tax payments collected in 2020 as of January 15th: \$2,410,177.38

TAX EXEMPT FILING

Every even year a property that is any one of the following: Church, Educational, Medical Facility, Housing (nursing home etc.), or a public benefit (Scouts, YMCA, etc) has to submit a Tax Exemption report. On the report they have to fill in the purpose of the property, estimated fair market value of the property, date acquired and if the property was leased within the last two years. We have over 50 of these Tax Exemption properties in Fort Atkinson.

COURT

Fort Atkinson's Municipal Court convenes for Initial Appearances twice each month on Monday evenings in order to hear all pleas resulting from citations issued by the Fort Atkinson Police Department for violations of the Wisconsin Traffic Code, as well as violations of the city's Municipal Code of Ordinances. Initial Appearances consist of both an Adult and a Juvenile Docket, with Juvenile cases held individually in order to assure confidentiality. A number of steps have been taken in recent years to increase the dialog between the court and the city's schools. Juvenile first offenders are encouraged to make better choices and to take advantage of their educational opportunities. The number of Juvenile Cases related to truancy remains a major focus for the court.

A Pre-Trial Conference with City Attorney, David Westrick is held for anyone who enters a plea of Not Guilty at Initial Appearance. If resolution can't be reached at that conference, a trial is held. Those trials take place on the Monday evenings when no Initial Appearances are scheduled. Our personnel includes: Debi Hayes, Court Clerk; Captain Chad Lange, Court Officer and Municipal Judge, Charles Frandson. In the interest of convenience, a more detailed tab has been added to the City's website to prepare parties who may have received a citation and want to better understand the procedure and their options prior to their Initial Appearance. The Court Clerk is now located at the Municipal Offices. The court phone number is (920)563-7763.

A total of 1,253 cases were processed in 2019 including 937 traffic cases; 27 OWI cases; 174 adult non-traffic cases and 115 Juvenile non-traffic cases. Along with courtroom and Wisconsin DOT communications responsibilities, Clerk Hayes collects forfeitures and disburses funds to the State of Wisconsin and Jefferson County as required. Funds collected by the court during 2019 totaled \$165,317.15. After shared payments to the state and county, the city's retained revenues totaled \$96,543.48. \$982.00 of that total was contributed to the Drug Task Force.

ELECTRICAL DEPARTMENT

The City of Fort Atkinson Electrical Department is responsible for maintaining, repairing, upgrading and locating the electrical at all city owned building/facilities, along with Civil defense sirens, 2 Way radio maintenance, Traffic signals and control, Street lighting and control, Aquatic center, Parks, Riverwalk/Bike trail, Sanitary lift stations, Water wells and Airport electrical.

In 2019 the Electrical Department was kept busy at one or more of the above areas, some of the highlights of the year include.

- Traffic Control: Started the installation of the rapid flashing pedestrian displays (RRFB) at some of the more populated intersections to help with pedestrian crossing (completion spring of 2020).

Equipment upgrades to (3) traffic signal controlled intersections.

Left turn arrow install at N. Lexington and Madison Ave. to help the High School traffic flow.

Replacement of 250 ft. of traffic sensor conduit and wiring at Janesville Ave. and Klement St.

-Street Lighting: Installation of a new concrete pole base and wiring at S. 3rd and Main Street. Install new electrical conduit and wiring along the rework section of E. Milwaukee Ave.

-Parks: LED lighting upgrades at Barrie Park restrooms and Clubhouse exterior lighting.

Installation of light poles and LED lighting on the new Clubhouse patio.

Underground electrical at McCoy Park kiosk (spring 2020 finish).

-Wastewater Utilities: A long list of electrical troubleshooting and repair, along with some late summer/fall flooding that required electrical wiring and control for larger pumps at (2) sanitary lift stations.

-Water Utilities: Installation and wiring for a new Variable Frequency Drive (VFD) at well 6, along with other electrical upgrades. New pump motor soft start at well #7.

- Diggers Hotline: Processed approximately 400 request for locating and marking of city owned underground electrical conduit and wiring.

I once again enjoyed helping out all of the local Clubs/Organizations and Trunk or Treat, Fall Fiesta, and the Beautification committee with their power needs in 2019.

ENGINEERING DEPARTMENT - 2019 ANNUAL REPORT

The Engineering Department has the responsibility for planning, maintaining, designing and inspecting all new and existing City infrastructure related to streets, storm water, sanitary, water, terraces, and sidewalks. The City Engineer manages the DPW, Water Utility, Building Inspection Department, Stormwater Utility, Wastewater Utility, and Electrical Department of the City. Engineering also manages the Airport, Taxi Service, and Compost / Recycling. Engineering supports all City departments. In addition, this department coordinates all City reviews and hearings associated with proposals before the Plan and Zoning Commission. The Department is composed of the City Engineer, Andy Selle, and the Assistant City Engineers, Rudy Bushcott and Tom Williamson. The following summarizes the work that occurred in 2019 specific to the Engineering Dept.

SUBDIVISIONS/COMMERCIAL DEVELOPMENT

- Koshkonong Estates 4th and 5th Addition (2005-2007): 0 lots developed in 2019. 56 lots remain. +/- 67 lots total. The subdivision is slow to develop due to wetlands and high groundwater. A moratorium on building permits was placed on this subdivision in February 2019.
- Highland Heights (2005): 1 lot developed in 2019. 1 lot remains. +/- 72 lots total.
- Crescent Beauty Farms (2007): 5 lots developed in 2019. 24 lots remain. +/- 43 lots total. The subdivision has been slow to develop due to wetlands and high groundwater.
- Theron (2016): 1 lot developed in 2019. 7 lots remain. 9 lots total.
- In-Fill Lots: 2 in-fill lots were developed in the City.

STREET PROGRAM

Reconstruction: This work entails either partial removal or full removal of the existing asphalt and underlying base material. This work should coincide with improvements in utilities below the road.

- Roosevelt Street North of Madison and Messmer Street West of Zaffke Street were reconstructed with new water main, additional storm sewer and minor sanitary sewer replacements. The project is projected to be \$30K under budget, with only a few remaining items to be accomplished in the spring.

Rehabilitation: This work consists of milling or pulverizing and laying new asphalt. It is sometimes accompanied by replacement of utilities below.

- Mill 2-1/2" Asphalt and repaved with 2-3/4" asphalt on the East 1/2 of Milwaukee Ave.
- Pulverized the West 1/2 of Milwaukee Ave to the Bark River Bridge and Commonwealth Dr. from Elsie St. to Montclair Pl. and repaved both in 2 levels totaling 4" of new asphalt.
- The County assisted us in milling and paving several areas within the City.
 - A small portion of Whitewater Ave. was milled and paved near the intersection of Main Street and Whitewater Ave. This was necessary to repair a badly failed portion of the East lane.
 - The turn-around of Chippewa Court was milled 2" and paved to improve ride quality and extend the life of the roadway.
 - All of White Street was milled 2" and paved to improve drainage and ride quality.

Maintenance: This work includes seal coating (laying an oil down and embedding stones over the top) and crack filling (routing out cracks and filling them with tar). Maintenance is performed every 3-7 years depending on the level of road traffic.

- Crack fill was performed on 6+ miles of roads in the 3 to 5-year old range.

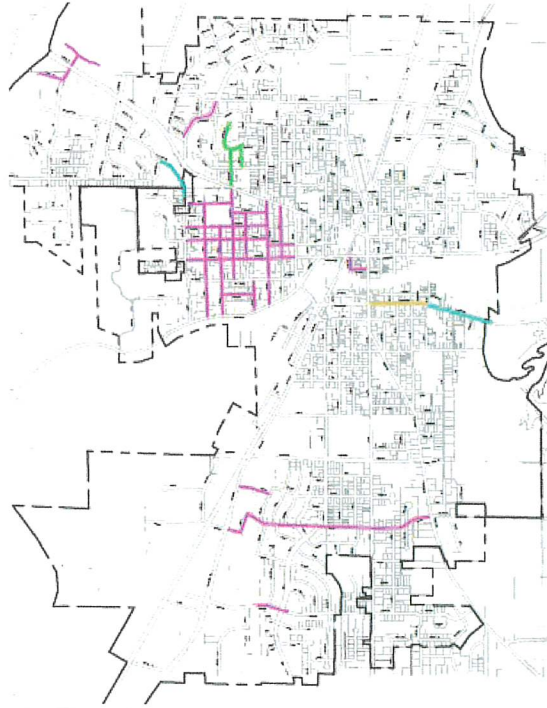


Figure 1: MAGENTA – crack fill (+/- 6 miles) GOLD – mill and resurface (+/- 0.5 miles) BLUE– pulverize and pave (+/- 1 miles) GREEN– reconstruction & utility replacement (+/- 0.5 miles)

Table 1: Quantities of maintenance work (contractor and DPW)

YEAR	SEAL COAT	CRACK FILL
2019	0	118,434 SY
2018	263,733 SY	263,733 SY
2017	252,796 SY	242,416 SY
2016	157,546 SY	252,815 SY
2015	29,299 SY	29,299
2014	0	0
2013	0	0
2012	20,450 SY	20,450 SY
2011	34,573 SY	34,573 SY
2010	37,865 SY	37,865 SY

Table 2: Quantities of rehabilitation work (contractors)

YEAR	MILL/ RESURFACE	PULVERIZE/ RESURFACE	FULL RECONSTRUCTION
2019	9,579 SY	10,885 SY	7,300 SY
2018	6,522 SY	1,265 SY	17,675 SY
2017	4,300 SY	10,100 SY	
2016			15,426 SY
2015		27,176 SY	
2014		26,270 SY	
2013	21,603 SY	3,893 SY	
2012	21,540 SY	4,290 SY	
2011	12,222 SY	13,744 SY	
2010	29,722 SY		

Table 3: Dollars spent on both maintenance and rehabilitation from the annual street program budget

YEAR	CONTRACTORS	CITY	TOTAL
2019	\$681,479	\$16,505	\$697,984
2018	\$471,584	\$149,368	\$620,952
2017	\$767,406	\$19,950	\$787,356
2016	\$866,115		\$866,115
2015	\$411,326	\$20,000	\$431,326
2014	\$412,120	\$12,500	\$424,620
2013	\$334,011	\$112,355	\$446,366
2012	\$334,840	\$82,332	\$417,172
2011	\$355,556	\$35,555	\$441,070
2010	\$372,028	\$45,003	\$417,031

In 2020 staff will continue with regular street maintenance activities on the roads and maintain a more robust asphalt pavement rehabilitation program.

SIDEWALK PROGRAM

There have not been any new sidewalk installations since 2009 other than those required with new subdivisions. 2019 saw the sidewalk program concentrate its efforts around the Barrie Park area, with the restoration of 1100 LF of walk. In addition, the entire City's sidewalk conditions were assessed as a planning effort to develop a long terms, sustainable plan for maintenance. In 2020 the department will be looking to finalize an active sidewalk program based on a 10-year restoration plan.

STORMWATER UTILITY

In 2006, the City became a Phase II Stormwater Permitted community and came under the Dept. of Natural Resources permit conditions to reduce the sediment being discharged from our storm sewer system to the Rock River. The amount of sediment and phosphorous the City may discharge has been determined by the Rock River TMDL. The following stormwater related items occurred in 2019.

- Construction of the Larsen Lagoon project was completed in 2019 and fully restored.
- Work continues with the UW Whitewater helping the RRSB with outreach and goals
- The City's Stormwater Management Plan was finalized with WDNR. The plan provides a pathway toward compliance of the TMDL requirements of our permit. There is no deadline of implementation.
- During a 2019 routine televising event of the system it was discovered that a large area of the box drain within the Jones Park greenspace has failed. This issue will be further investigated and designed for repair, or replacement.

AIRPORT

The existing fuel system has three 2000 gallon tanks and two fuel hoses with manual hose reels. In 2019 there have been minor difficulties with the use of the new system. The large diameter fuel hose and reel have presented a weight and ease of use issue over the last year, and several complaints have come forward. This office has been in contact with the State and will continue to work to resolve the issue in 2020.

OTHER PROJECTS/ACTIVITIES

- GIS Updates – in 2019 the City underwent a comprehensive sidewalk condition study. This study reviewed the existing condition of the City sidewalk infrastructure and marked the areas in need of repair within the current GIS system. This study and mapping will assist with proper maintenance and

restoration planning in 2020. The goal will be to put together a 10-year restoration program for the entire city.

- Purchase of 75 acres of residential development property along Banker Rd
- Rockwell Avenue was completed with paving of the final lift of asphalt and landscape restoration in 2019
- Began Zoning Code Update for 2019 – to be completed in early 2020
- Designed and began installation of four new RRFBs to improve pedestrian safety
- Designed an extension of the bike trail across Whitewater Ave and toward Memorial Park.
- Submitted an MLS Grant to the State for improvements on Industrial Dr area and Ridge Dr area of our industrial parks
- Designed and platted infill lots on Grove St adjacent to Jones Park for new housing in 2020
- Participated in a Fiber Optic installation with the FA School District and Fort Healthcare to begin developing a local fiber network
- Served as an advisory member of the FASD Facilities Review Committee in preparation for a strategic plan at facility investment for the District
- Began the process of vacated alleys that serve only a few residents but remain under the care of the DPW for maintenance

CONCLUSION

2019 was another year of larger projects. Rockwell Avenue was completed, Larsen Lagoon was completed, Water SCADA System replacement was completed, Wastewater Facility phase one design completed, all among our traditional annual infrastructure maintenance and improvements. Progress on GIS development was good, with the addition of the sidewalk evaluation to the model, but making the data a readily usable tool for all departments has been a slow process. The efficiency to be gained from readily available information continues to be substantial and we will continue to improve upon the plan for 2020.

Early indications are that we will make great progress with our maintenance program for street work. In 2020 we will shift our attention toward rehabilitation work in the absence of funding available for water main replacement. Improvements will continue to be measured in blocks instead of miles, with the ultimate goal of maximizing our budgeted investment. A water infrastructure replacement plan will remain a goal for 2020, as does a Water Utility master plan update – which has not been completed since 2007. Master planning should occur in general every decade. We inched closer to a coordinated plan for street reconstruction, sanitary rehab and water main replacement in 2019 but progress was slow. Additional data in 2020 associated with rate analysis for both the water and wastewater utility, infrastructure investigation of the wastewater collection system, and a master plan for the water utility, will move us further along toward this goal.

I am excited about 2020 and continuing to build momentum for a well-coordinated and well planned infrastructure improvement program in the City.

Respectfully Submitted,

Andy Selle, P.E.
City Engineer and Director of Public Works

Fort Atkinson Fire Department Report on Operations 2019

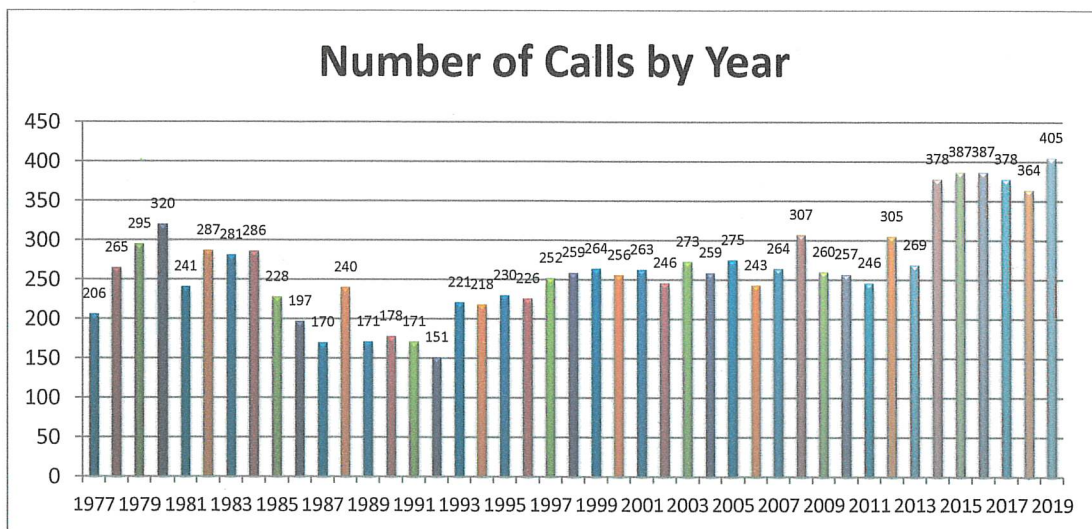
INTRODUCTION

Calendar year 2019 was an eventful year for the Fort Atkinson Fire Department. There have been many positive changes along the way along with a few persistent challenges that remain. In the following few pages we will summarize some of the milestones we have achieved over the last 12 months and briefly explain some plans for the coming year.

ADMINISTRATION

In December the department conducted a recruitment campaign and we were able to add three firefighters to our ranks. Josh Hertfeldt, Maci Marshall and Emily Schwab have joined the department and are now completing initial orientation. This brings our roster back to full strength.

Our department saw a 10% increase in calls for 2019. While it is too early to correlate a single reason for the increase, we did have a couple of very busy months in June and December.



One area of concern is that the incidence of EMS calls seems to be steadily increasing due to the volume of calls that Ryan Brothers is handling. We expect this call volume to continue to increase due to an aging population however, thanks to the generosity of the community; we are well positioned to meet that expected need.

On August 1st, 2018, we began operation of an EMT transport ambulance service to supplement the capabilities of Ryan Brothers Ambulance. Over the last 12-months we have averaged approximately six calls per month when an RBA unit was not available or when needs exceeded the capabilities of our contracted provider.

Below is a brief breakdown of our response requests compared to previous years:

STATISTICS	2019	2018	2017	2016
FIRE	35	45	43	46
RESCUE/EMS	161	149	127	134
HAZARDOUS CONDITIONS	43	32	48	63
SERVICE CALLS	31	30	26	19
GOOD INTENT	38	35	30	29
FALSE ALARM	86	66	95	91
SEVERE WEATHER	9	2	3	0
SPECIAL OR OTHER	5	5	6	5
TOTAL CALLS	405	364	378	387

What is not apparent in the statistics is the incidence of using on-duty personnel to handle routine calls instead of paging the paid-on-call members. In 2019 we used our duty officer position (either a Chief or on-duty Inspector) to respond to 44 calls of various types. Of these 44 calls only 5 required additional units to respond. These calls may include carbon monoxide incidents, open burning complaints, alarm resets and some other incident investigations.

We want to assure the community that if there is any doubt concerning the need for a full department response, we will respond appropriately but this duty officer position has the potential to reduce the stress on our non-career people and also may realize some cost savings in department operations which could then be shifted to other equipment and facility needs.

FORT ATKINSON VOLUNTEER FIRE FIGHTERS ASSOCIATION

The volunteer association continues to be an essential element of department operations. While the association serves as the social arm of the department, their efforts in prevention activities and support of special projects are paramount to successful outcomes. The Association is a valued member of the management team.

We believe that the community recognizes how integral these volunteer members are to our organization as more than 1200 people attended and participated in prevention activities at our Paid-On-Call Firefighters Association Pancake Breakfast in October.

The fundraising and family events planned and conducted by the firefighters association have been instrumental in the success of the department

FIRE OPERATIONS

Our Fire operations division is headed up by Division Chief Tom Gerondale. Over the last year we have evaluated how we respond to most incidents. As a result of that process, we have adjusted our response profiles by adding equipment on some responses such as commercial building fire and alarms but have also reduced response units to other calls. We feel that at this

time we have “right-sized” our response to better fit the needs of the community. We have also significantly changed how we request and respond to mutual aid calls.

We now have the capability to request a minimal amount of units for calls that may exceed our daily staffing capabilities without overloading the response by use of a newly created “working still” level of alarm.

RESCUE

The Fort Atkinson Fire Department Rescue Squad is made up of twenty two personnel and is headed up by Division Chief Mike Lawrence who is assisted by Captain Nick Rueth and Lieutenant Nate Lawrence.

161 of our 405 calls in 2019 were rescue calls for auto accidents, medical calls, lift assists or assistance to Ryan Brothers Ambulance. More specifically, on 97 occasions FAFD Rescue was called to respond to EMS calls, or to respond to medical emergencies when Ryan Brothers was unavailable due to other emergency calls or medical transports already being delivered. Our ambulance transported 46 patients last year. Lieutenant Josh Brant was recently appointed to oversee Quality of Care and documentation related to our EMS function.

TRAINING

New emphasis has been placed upon training by Division Chief Lawrence, Captain Paul Verhalen and Lieutenant Kurt Braman, particularly in certified training for firefighters, hazardous materials response and officer training and in areas of firefighter safety. One very important area is upcoming training is to certify drivers on our new apparatus. These new trucks are some of the largest, heaviest and most complex vehicles that any department operates and can be the most dangerous to maneuver and work around if the operators are not extremely competent in use. Our goal for this year is to qualify a number of new operators for engines (pumpers) and all of our aerial operators will be completing state certified training on the apparatus before the end of 2019. Towards this goal, we have created a new classification system for our apparatus operators. We now classify our operators as either drivers (for non-pumping apparatus) or Engineers for apparatus equipped with firefighting pumping capabilities. Additionally, former Chief Mike Reel has agreed to take on responsibility for providing increase training for these “Engineers” and as such was recently appointed as our Chief Engineer.

PREVENTION & INSPECTIONS

The department is managed by Division Chief Tom Gerondale who was assisted by Inspector Stephen Windham and Captain Chris Glasenapp. The Prevention Division has achieved compliance with state inspection requirements for the fourth year in a row. This year each of the more than 725 commercial occupancies in our community were visited at least once and follow up inspections were scheduled for occupancies that encountered significant violations. Additionally, Chief Rausch continues to spend a portion of some days visiting the business community to help gain acceptance of the inspection process and to promote the paid-on-call firefighter program.

The department continues to offer public education activities at the level that our limited staffing allows. Last year more than 400 children attended our prevention tours, 22 civic or community groups were contacted and more than a dozen businesses held educational events or hosted facility tours for department members.

APPARATUS

The apparatus fleet is in outstanding condition. In 2019 we refurbished Tender (tanker) 112 with a new 3100 gallon tank and replaced the duty officer vehicle. With these additions, the apparatus fleet will be very stable for the next several years.

Division Chief Dion Brown along with Captain Robbie Allard, Lieutenant Jim Chase and part-time mechanic Mike Reel have spent countless hours undertaking a larger in-house repair program in order to minimize contracted maintenance costs.

FACILITIES

One of the more exciting but time-consuming activities in 2019 was the planning for a major renovation and addition to the fire station.

Keller Inc. has been working diligently over the last 12 months to developed complete plans and specifications for construction. On January 30th, bids will be opened for construction of the new facility with completion scheduled for July 2021.

CONCLUSION

We have attempted to highlight some of the achievements and goals of the department. We would however, be remiss if we did not mention our most important assets; our staff of 42 full-time and part-time firefighters.

Our roster of firefighters remains nearly full with several potential members awaiting the opportunity to join. This is somewhat different than some neighboring departments. We attribute this to the outstanding support that our elected officials, city staff and the community display to our firefighters.

These dedicated members provided more than 14,000 hours of their time for incident response, prevention activities, and community events. Additionally, member firefighters completed more than 3,000 hours of firefighting, EMS and rescue training over the last year. They, along with their families who support them, are the backbone of the department. They continually serve the community by dealing with whatever situation is put before them in a courageous and exemplary manner. This often means missed family events but it also makes Fort Atkinson a safer community and embodies the spirit of our vision statement which states that we are "Dedicated to the Protection of Lives and Property".

Fort Atkinson Historic Preservation Commission

Annual Report to City of Fort Atkinson – 2020

Commission Members:

Julia Ince, President
Emily Yavuzçetin, Secretary
Roz Highfield, Treasurer
Chuck Washburn
Kirten Winski

Commission Membership: We lost membership and struggled this year to get our full five board members. We had to cancel our February meeting due to lack of a quorum. New membership required spending meeting time familiarizing new members with our commission and setting new future goals and priorities. This year we welcomed new board members Roz Highfield, Kirsten Winski, and Chuck Washburn.

Banners for Historic Districts: Commission members met with city to have two sets of banners put up in each of the historic districts. The poles for banners were purchased by the commission. Discussion about banner designs were made with the plan of getting the first set of banners up in the Main Street Historic District in the Spring of 2020.

Website: Our commission hired Custom Creative to re-work our website and we are currently engaged in ongoing work re-writing pages on the website.

Certificate of Appreciation Program: Our commission initialed a program to give out certificates of appreciation to property owners who have made an effort in historical architectural preservation. The first certificate was given out to St. Paul's Lutheran Church for restoration work on their church located on South High Street.

Program to Promote Volunteer Cleaning of Veterans' Graves: Commission members began work in conjunction with Evergreen Cemetery officials to promote a program to educate volunteers on the proper methods of cleaning of gravestones and set up volunteers to work on cleaning Veterans' graves.

City Zoning Code Rewrite: In March commission members attended the City of Fort Atkinson public meeting concerning plans for the city's zoning code rewrite and our members provided input for plans in historic districts.

Facebook: Commission members maintained and updated our Facebook page that currently has 352 followers.

Water Tower: This year there were a total of 322 visitors to the water tower on 13 tour days, \$218.10 donated by water tower visitors, and 12 volunteers who served as tour guides. Please see the Water Tower Visits Summary for 2019 below. Upkeep on the tower this year included

fixing an open window. An additional \$100 donation was received from the Fort Atkinson High School Class on 1969. This brought the total donations to the water tower fund to \$318.10.

1901 Water Tower Visits 2019

Prepared by Tammy Doellstedt

<u>Month(Number of tour dates)</u>	<u>Visitors</u>	<u>Guides</u>	<u>States/Countries</u>	<u>Donations collected @ tower</u>
April (1) FAHS Crossroads)	6	1	WI	
May (2) Open house & FAMS GATE)	49	5	WI, IL, IN, NY	\$32.00
June (1) Open House	30	4	WI, TN, GA	\$ 3.10
July (3) July 4, July 6, & MS Sum School	87	6	WI, IL, AZ, MA, MN Spain	\$68.00
August(1) Open house	29	2	WI	\$49.00
September (1) Open House	31	2	WI, Dominican Republic	\$32.00
October (4) Open H., St Pauls, Class-1959, & Disc. WI film crew	90	6	WI	\$34.00

13 Tour dates

Total visitors 322 Tour Guide Shifts 27

Total Tower Donations (deposited with Fort Comm Foundation) \$218.10 (people may have sent funds directly to FCF as well)

Guides who served in 2019: (12) Sarah Cassidy, Rich Doellstedt, Tammy Doellstedt, Jude Hartwick, Roz Highfield, Jill Kessinich, Barbara Lorman, Greg Misfeldt, Phil Niemeyer, Harriet Scherer Steve Tesmer, Kirsten Winski,

These tours just represent those who signed in. More visitors may have not logged in, and tour guides who may have done private tours.

Annual Report for 2019

Library Building

Outside of Watertown Public Library, which is open an additional day of the week (Sunday), the Dwight Foster Public Library is the second most used library in the county. In 2019 the library was visited by 107,167 patrons, the public printed 115,186 documents from our public computers, and they used our computers for 14,993 hrs. The library's meeting rooms continue to be community gathering spaces for individuals, organizations, and businesses in increasing numbers. There were 2,958 meetings in the building in 2019 (without counting library-related programs) thus providing a valuable community resource. An \$65,000 LED retrofit of the lighting system to reduce energy costs was completed in 2019. The ROI on the project will be less than 4 years. The library was designed to be flexible and functional. It continues to show that it is both at this time.

Technology

It has now been four years since we (along with all of the public libraries in Jefferson County except Cambridge) joined with Waukesha County Libraries to form a new library system called Bridges. This system provides our staff with the software system to operate the library, the library catalog, technical support, delivery of physical materials, and system-wide databases (Reference USA, Gale Courses, Flipster).

The library continues to offer downloadable books, magazines and audio materials. The library is a member of the Wisconsin Public Library Consortium and provides access to e-books, digital audiobooks and videos via [Overdrive](#). A total of 25,348 e-books were downloaded in 2019. This was a 16% increase from the year before. This will likely continue to be the library's most significant expanding market and collection in the years to come.

The use of public computers and wifi continues to be a constant resource for the community. The wifi was used 15,515 times in 2019. It is likely that because of the expansion of wifi coverage in the building in 2016, the usage of wifi has increased considerably in the years since. The library continued to offer wifi hotspots for checkout to allow patrons in rural areas of the county or patrons without internet access at home to be able to have internet access for up to a week at a time.

Programs and Services

The library continued its tradition of offering a wide variety of programs for youth of all ages in 2019. Families brought their young children to weekly storytime programs for babies, toddlers, and preschoolers. Ongoing monthly programs included Lego Club, Read to the Dogs, Club Pokemon, Lunch Bunch for homeschoolers, Craft Club, and our new Play and Learn dramatic play programs for preschoolers. The youth librarian also shared books and literacy activities with local daycares, 4K classes, Head Start, and school groups on a regular basis. Special events for kids and families included a book release party with local author Karla Manternach, a playdough playdate, slime programs, family fort building, a make-your-own mini button program, MakeDo cardboard building, the 4K Book Bash, a diaper derby, a Noon Year's dance party, and more. In

September, the library encouraged young students to get their own library cards with the Kindergarten Round-Up. Teen programs included an international snack tasting program, a visual journal art workshop led by local artist Sally Koehler, make-your-own squishies, pom-pom catapults, candy sushi, repurposed magazine art, and candy bar games.

This year's "A Universe of Stories" summer reading program for children and teens was a success, with 608 participants tracking 2,217 hours of reading. We made a lot of changes to the structure of the kids' summer reading program this year and saw a 27% increase in active participants over the previous year. The youth department offered 52 programs for kids and teens during the seven-week summer reading program, and 1,974 children, teens and caregivers attended the activities. One new program offered this summer was Storytime in the Park held weekly at Jones Park. The winter reading program for kids had 78 participants.

Beyond traditional library programs for kids and teens, the youth department increased the number of drop-in activities offered, ensuring that families will always find something new and engaging when they visit the library. In 2019, the youth department offered 15 table-top activities with 1,208 participants and 8 scavenger hunts with 2,767 participants. The library continued its year-round early literacy initiative called [1000 Books Before Kindergarten](#). Thirty-four young children enrolled in 1000 Books in 2019 and 4 reached the 1000 book goal. Since this program started at our library, 321 people have registered. In addition, the Bridges Library System offers a 1000 Books Before Kindergarten app that allows family and friends to help youngsters keep track of their books on a mobile device.

Adult programs included a book discussion group, a winter travel series, an ongoing philosophy discussion group, a monthly genealogy group, and the Summer Reading Program. The library continued the Music & Memory program adding 3 individuals. This year we partnered with the Alzheimer's Association to offer a monthly Memory Café, a social gathering for individuals with dementia and their caregiver. In May the library hosted former WI Governor Martin Schreiber to discuss his experience as a caregiver to his wife who has Alzheimer's Disease. A partnership with SSM Health brought a series of presentations on senior health care.

The library hosted eight exhibits in the Jones Gallery including local artists, arts groups and a traveling exhibit from the UW – Madison Water Library. In October the library hired local artist Sally Koehler to lead a group in a creative journaling class. A joint juvenile/adult drop-in craft group began this year as well. Other program topics were the home cheese making, immigration and WI Dairy Industry and the anniversary of Women's Suffrage. Eighty-nine adults participated in the 2019 Adult Summer Reading Program.

The library continued working with US Veterans Project – Library, a veterans group organized by Donald Millar, retired USMC. Don sets up a social gathering in the library each week and provides refreshments, information and a place to visit for local vets. In addition, he has arranged for several programs at the library including General George

Custer, Richard Haney, WWII vet, the U.S. Women's Marine Corp., the U.S. Coast Guard, Scott Cunningham, Vietnam vet and a stirring Pearl Harbor day salute that including information on the VetsRoll program and a discussion with several WWII veterans.

The Friends of the Library hosted authors Gregory Renz, Mark O'Connell, James Grippando and Scott Spoolman.

The library continues to answer questions for people, helping them navigate the information explosion. Sometimes too much information can make finding what you are looking for daunting, if not impossible. The reference staff helped citizens with information requests and technology assistance 2,866 times in 2019.

Volunteers and Community Outreach

[The Friends of the Library](#), a group of individuals, local businesses and organizations, exists to provide financial and volunteer support to the library. Both have been invaluable. The Friends of the Library continued their travelogue series in 2019 as well as hosting authors, holding books sales, and managing the library's coffee cart. The Friends also managed a crew of shelf-readers who provided countless hours helping to keep the library's books in order. They were the major contributor to funding library programming throughout the year. Without their gift of \$10,000 towards programming the library would have not been able to put provide programming that was attended by 11,004 patrons in 2019.

The library's youth department received invaluable assistance from volunteers in 2019. [The Junior Friends](#) group had 35 student volunteers provide 173 hours of volunteer service by shelving books and completing other tasks. In the summer months, 47 volunteers provided 447 service hours as summer reading program helpers.

Staff have continued to task themselves with performing more outreach work in the community. Staff provide bi-weekly visits to Reena Senior Living and Black Hawk Senior Residence to provide library materials and programming to the residence. Delivery of book and other library materials to home bound patrons began again to help our patrons locally who can no longer get to the library.

Friends of Lorine Niedecker

The Friends of [Lorine Niedecker](#) continue to be dedicated to preserving and expanding the legacy of our local poet, Lorine Niedecker. The organization offers access to archives, educational materials and publishes a semiannual newsletter, *The Solitary Plover*.

Amy Lutzke and Ann Engelman have undertaken a project to organize the ephemeral material connected to Lorine and the Friends organization with the goal of creating finding aids for interested researchers. The Friends supported the completion of a poetry/art installation at Rockwell Elementary School in Fort Atkinson. The Lorine Niedecker WI Poetry Festival was enacted through several different activities in 2019. In May the Friends partnered with the Hoard Museum to host a birthday party for Lorine.

There was a family-friendly scavenger hunt through the museum and birthday cake. The Friends also sponsored a Blackhawk Island “poetry walk” on that day. In September the Friends hosted a writing workshop at the former Niedecker property on Blackhawk Island. In October, the Friends hosted an open mic poetry reading at the Café Carpe.

Collection and Use

The library’s rich collection of materials now numbers over 101,000 items. Over 198,469 physical items were checked out of the library in 2019. This was a 1.5% increase from 2018. The library added several new nontraditional collections in 2019. The most highly used new collection continues to be the ‘Lucky Day’ collection. It is a collection of second and third copies of high demand books and dvds that are available to patrons who walk in the library. This collection alleviates much of the wait that patron previously experienced with high demand items.

In 2019 the library was a place where meeting room bookings, wi-fi access, faxing and copy services, as well as having e-materials readily available, was more the norm than simply circulating physical materials. As library circulation patterns shift from hard copies into the digital medium, the circulation numbers for physical materials has been trending downward nationwide. We experienced a 1.5% increase in physical circulation in spite of this trend and remain near the top of circulation in Jefferson County.

Although the state does not count patron downloading of library e-content as circulation each library is still provided information on their patrons’ use of these resources. In 2019, there were 25,348 e-books, e-audiobooks and e-videos downloaded by patrons with Dwight Foster Public Library cards. The number of e-materials downloaded shows an 16% increase over 2018, illustrating the wider acceptance and greater use of these non-print formats.

The library continues to “foster growth” for the people of Fort Atkinson in a state-of-the-art facility, and with an extraordinarily dedicated staff and group of volunteers. The citizens continue to respond by taking advantage of the treasure trove of resources available to them.

The Hoard Historical Museum is honored to be a part of Fort Atkinson and continue our mission of preserving, protecting and promoting our history and culture.

Attendance & Operations

Attendance at the Museum during 2019 was 17,924, a decrease from 2018. Volunteers and staff welcomed visitors from 169 Wisconsin cities and from 44 other states. We also welcomed international visitors from the 17 following countries: Australia, Belgium, Brazil, Canada, Chile, China, Denmark, France, Germany, India, Italy, Mexico, the Netherlands, New Zealand, Spain, Switzerland, and the United Kingdom

Memorable comments from the 2019 visitor log book include:

- ❖ Great workmanship on the exhibits
- ❖ Wonderful place of history, thank you!
- ❖ Enjoyed immensely
- ❖ Proud to be a Wisconsite!
- ❖ Thank you to the whole team for your kindness and the lovely visit
- ❖ New to Fort Atkinson and glad to have visited this museum
- ❖ Better than the State Museum in Madison
- ❖ I love this place
- ❖ Wonderful exhibits, love the children's activities
- ❖ I really like the Hoard's house (from a younger visitor)
- ❖ Very informative – amazing displays, so much to be proud of here

Membership in the Fort Atkinson Historical Society totaled 361 in 2019 including 11 History Kids memberships, a newer family-friendly membership level. We provided reference service to 105 researchers. Most research questions focused on local genealogy, house history, or business history research.

Facilities & Personnel

The Hoard Historical Museum is fortunate to have a building that is flexible to be able to meet the Museum's many programming and event needs.

The building and grounds contain an 1841 house and an 1864 house with additions. Due to the ages of these buildings and the number of visitors who walk through them each year, we are diligent with the care and maintenance of our facilities.

Staffing at the Museum grew in 2019. Merrilee Lee (Director/Curator, full time city employee) and Dana Bertelsen (Assistant Director, full time city employee) continued in

their roles. Greg Misfeldt (Maintenance Manager, 24 hours/week historical society employee) retired at the end of the year and Cody Becker was hired to replace him and to perform general maintenance duties throughout the year. Tammy Doellstedt (Volunteer Coordinator, 18 hours/week historical society employee) coordinated the details required to support the Museum's volunteer corps. Beverly Dahl (11 hours/week historical society employee), Linda Ager (10 hours/week historical society employee), and new employee Brandon Thornton (10 hours/week historical society employee) worked as Operations Assistants helping with events, programs, tours, promotion, retail sales, and room rental use. The Museum hired Alisha Bade as Collections Manager (12 hours/week historical society employee) to assist the Curator with maintaining the collection.

The Museum's 250+ volunteers contributed a total of 5,821.75 hours of service in 2019 for an average of 485 hours per month. This is an equivalent of almost 2 ½ full-time positions. We again held enrichment programs just for Museum volunteers and their guests as well as our annual volunteer recognition event. We greatly appreciate all that our volunteers do for the Museum.

The Fort Atkinson Historical Society's annual dinner meeting was held in February. Jude Hartwick served as the City Council's representatives to the Board in 2019. At the annual volunteer reception in September, the Museum honored Midge Nelson as the Volunteer of the Year; Roger Draeger as Greeter of the Year; Jane Van De Hey as Archive Assistant of the Year; Jean Ehrke as Baker of the Year; Bonnie Schaefer as Program Volunteer for her work with the Mornings @ the Museum preschool program; and Bonnie Geyer & Karen Gomez as the "Hit the Ground Running" award for their work with the new Hoard Historical Literary Circle.

Collections & Exhibits

In 2019, Museum staff and volunteers continued the Museum-wide inventory project. This project includes inventorying every artifact in the building. This information will be helpful in planning future exhibits.

The Museum installed the following temporary exhibits during 2019:

- ◆ Mary Hoard Art Shows
- ◆ the 4th Grade Oral History Project plus the new 4th grade Lorine Niedecker poetry unit
- ◆ two holiday trees plus three vintage Christmas trees decorations in the Hoard House
- ◆ "Howie Weiss: Fort Atkinson's Own MVP" on Howie Weiss, Fort Atkinson native, who was the 1st Big Ten MVP in 1938.
- ◆ Items from the Museum's collection for the 80th anniversary of the Historical Society.

Programs & Events

In 2019, the Museum's programming focus was on celebrating the 80th anniversary of the Fort Atkinson Historical Society which culminated in a gala celebration in August. We hosted our 5th annual Dairy Day at the MOOseum," which had 750 people and 15 cows in attendance. Nearly 1,000 people attended our annual July 4 "Ice Cream Social". In December, over 200 people attended our annual "Holiday Open House." We also held the 5th annual "Civil War and Gov. Hoard Day" celebrating both Gov. Hoard's birthday and exploring Gov. Hoard's relationship with immigration. We led walking and biking tours around town. We presented four garden education programs and one garden conference to feature our five gardens. We continued holding our "Morning @ the

Museum” preschool programs once a month during the school year. This was the third year that we administered the Fort Koshkonong Rendezvous.

This year was also the 59th annual “Mary Hoard Art Show,” held in the spring. Hundreds of artists participated, ranging in age from kindergarten to senior citizen. The Hoard Historical Museum is proud to hold such a unique community-based art show each year. We also hosted the annual Black Hawk Artists show.

Outreach & Awareness

The Jones Family Gallery continued to be a popular meeting room for our community including use by the Chamber of Commerce; The Tuesday Club; Fort Atkinson Woman’s Club; American Association of University Women; Fort Atkinson Regional Science Fair; Friends of Aztalan; Friends of Lorine Niedecker; Daughters of the American Revolution; Rock River Music Teachers Association; and the Fort Atkinson School District.

We shared the Museum’s mission, event invitations, and membership invitations with the public via regional newspapers including the *Daily Jefferson County Union*, the WFAW radio station, our quarterly newsletter, our website, the Chamber’s event calendar, our *Facebook* page, and via posters and mailings.

Looking ahead to 2020

The Hoard Historical Museum will have a busy and varied program of events while we celebrate the 100th anniversary of suffrage while also exploring civic engagement. The Museum staff, the Fort Atkinson Historical Society Board of Directors, and the Museum’s volunteers are dedicated to the work of the Hoard Historical Museum by highlighting the rich history and culture of Fort Atkinson and Jefferson County.

Respectfully submitted,
Merrilee Lee, Director
Hoard Historical Museum
January 23, 2020

2019 Summary Fact Sheet Annual Report – Hoard Museum

Museum Hours: Tuesdays through Saturdays, 9:30 a.m. to 4:30 p.m.

2019 Total Attendance: 17,924

2018 – 21,370	2013 – 16,142
2017 – 20,682	2012 – 17,380
2016 – 18,562	2011 – 17,198
2015 – 20,411	2010 – 16,973
2014 – 15,929	2009 – 17,718

FAHS Membership: 361

2018 – 356
 2017 - 398
 2016 - 447
 2015 - 485
 2014 - 495
 2013 - 499
 2012 - 503
 2011 - 494
 2010 - 447
 2009 - 456

Volunteer Hours: 5,185

2018 – 6,124
 2017 - 5,814,
 2016 - 5,732
 2015 - 5,686
 2014 - 3,874
 2013 - 4,714
 2012 - 5,990
 2011 - 5,210
 2010 - 4,933
 2009 - 4,256

Hoard Historical Museum
 401 Whitewater Avenue, Fort Atkinson, WI 53538
 920.563.7769 www.hoardmuseum.org

Fort Atkinson Parks & Recreation Department 2019 Annual Report

2019 Parks Highlights & Notes

* As part of regular operations, Parks Staff grooms 6-7 ballfields most summer days, sets up for 11 concerts, assists with 5 car shows and 3 Festivals and 4 mowers combine for 13 days of usage to mow all Fort Atkinson parks in a week. Seven rental facilities are maintained and over 120 trash/recycling barrels are checked & emptied weekly. Several playgrounds, trees, restrooms and sports facilities are part of regular inspections, cleaning, repairs & upgrades.

*** In all, just over \$130,500 of fundraised additions occurred in Fort Atkinson parks in 2019.**

In Rock River Park, Project Lead supported the purchase and installation (by Parks Staff) of shade features (see page 3) and a lighted patio was the latest upgrade to The Clubhouse (see below)



McCoy Park Welcome Kiosk
built & installed by Parks Dept.

* **Playgrounds:** Rotary, Fort Foundation and Parks & Rec combined to fund and install a new Age 2-12 playground at Arrowhead Park (see below).

New safety surface wood chips were added to Jones Park, Trailway Park, Ralph Park & Memorial Park. Rubber mulch was added at Barrie Park Playground.

* **McCoy Park:** Funded by the Community Foundation, a welcome kiosk was built by Parks Staff to provide information to veterans & park info, plus provide additional space for engraved pavers donated by park supporters.

* **Jones Park:** A new LED Community Event doubled-sided sign was installed to allow for increased publicity and information provided to Fort citizens (see above).

Lighted Outdoor Patio is latest Clubhouse Upgrade

* Fort Parks & Rec, City Electrician & a contractor combined to complete a large patio adjacent to the Fort Clubhouse in Rock River Park. Eight additional 8-foot tables allow nearly 65 added seats to the popular rental spot. It improved ADA accessibility to Clubhouse, too.



LED Community Sign in Jones Park

Donors: Rotary Club, Generals,
Fort Youth Baseball and
Fort Community Foundation.



Rotary Club/Community Foundation & Fort Parks & Rec. combine for new Arrowhead Park Playground

Fort Rotary Club donated \$20,000 & the Fort Community Foundation contributed \$22,000 to purchase & install an age 2-12 playground in Arrowhead Park. A paved trail & tables are to be added in 2020.

*** In other Parks & Rec. Notes for 2019:** The Fort Atkinson Arts Council coordinated a colorful, music themed, tile art addition to Barrie Park & the Beautification Council added several large community murals to the river side of the Water Dept. Building...**Barrie Park Charity Concert Series raised over \$11,000 during 6 Wednesday Night concerts...**Haumerson's Pond had 37 days of skating conditions (23 with a paid supervisor) in 2019 (2nd year)...**The 2nd "Trunk or Treat" Halloween event (delayed by weather until Nov. 2) drew many hundreds of participants and nearly 40 exhibitors in Jones Park...**The department created a new website with more user options – including on-line registration - and mobile phone compatible....**The Parks & Rec. Staff shared in receiving two honors during 2019 – the Fort Chamber's Tourism Counts Award & the Community Foundation's Making Fort Special Award...**Over \$305,000 in donations and \$10,000 of in-kind contributions were received in a fundraising effort during 2019 to create Fort's first outdoor Wheels (Skate) Park. Construction and opening should occur later in June, 2020.

Rentals & Field Usage

- * 161 picnic shelter reservations (+3): Rotary Pavilion 47 rentals (+6), Clubhouse 41 (+17), Jones 30 (-10), Ralph Lions 32, Ralph Corner 25, Barrie 12. 38 reservations were "free."
- * 101 individuals/groups reserved/rented tables & chairs (+2). 42 were "free."
- * 807 scheduled ball games played on Parks/Rec. diamonds (+/- 0)
 Ralph Park #1 with 408 games – includes tournaments – (total is down 16 from 2018)
 Jones- 75 games (-10), Memorial- 351 games (up 63), JFL- 50 games (+5)
NOTE: Memorial Park games are up over 120 games/season since 2017.

2019 Recreation Highlights

- * 800 players on 48 teams (-7 summer teams, -13 total) played adult summer & fall softball (still the largest rec program).
- * Approximately 500 players on 63 Co-Ed & Women's teams (-7 teams from '18) played in our volleyball leagues during Winter & Fall leagues held in the Municipal Gym.
- * 19 Men's Basketball teams (up 4) competed in three leagues held at the Fort H.S. & Muni Gyms.
- * 349 students (down 4) registered in our Main St. Dance school year program & performed before nearly 1,600 combined spectators in two recitals at UW-W in May. Dance participation numbers don't include Daddies & Dancers, nor summer dance class students.
- * 2,450 (+225) participated in 43 youth rec. activities (not incl. dance, pool, youth center), 25 of the programs had an increase in participants overall (10 more than '18). Biggest increase: Swim Lessons (+175) with the highest number since 2014. Biggest decreases: basketball & baseball.
- * Brought back two programs: Flag Football for Gr. 4/5 & Jr. Poms Gr. 4/5 (Tackle FB dropped 4/5)
 Parks & Rec. dropped: Games, Games, Games & Spring Training Baseball
- * Including all youth programs & swim lessons: 9,319 youth served (up 1,400) & 1,865 adult (-155)
- * 199 volunteer coaches/instructors
- * 134 part-time employees needed to operate youth & adult rec programs (not pool or parks)
- * At least 16 different rec. programs for each grade - including pre-school
- * Overall, about \$143,595 collected in recreation fees (a record total), but karate/aerobics/dance contractual programs use a portion for additional part-time wages.
- * Side note: number of youth participants has doubled since 2002, with just 6 additional programs added to that total.



Parks & Rec. Staff Shares in Awards
 Fort Chamber “Tourism Counts” &
 Fort Foundation “Making Fort Special”



Project Lead/Parks adds Shade to Pool
 Shade Canopies, 20’ Umbrella, Loungers

2019 Youth Center Highlights & Notes

- * For statistical purposes the school year is from September 1, 2018 to August 31, 2019.
- * Attendance of 4,881 (+985) middle school age youth during 140 days of operation.
- * Largest one day attendance was 293 at the annual Formal Dance. Largest non-dance: 110
 12 days of 70+ youth attending.
- * Other popular activities: Active gym games, Video Game Tournaments, movie nights, Lock-in
- * Youth Center is open Friday & Saturday nights during the school year, Monday-Friday during
 Winter Break, Spring Break and during the summer. \$15 season pass (had been \$10 up to ‘17)
- * 202 families are on our weekly e-mail blast list for promoting events & 1,135 people “like” the
 Center’s Facebook page to keep informed of happenings involving the Youth Center.
- * 82 school year season passes were sold (+13) & 24 summer only passes were purchased
- * 12 employees (8 adults) are staff with Nate Fosberg, Doug Anderson & Jon Wachuta managers
- * Since opening in April, 1999: total Youth Center attendance is 134,817.

2019 Aquatic Center Highlights & Notes



Swim Lessons
 +175 in 2019 pushes
 total to over 1,300 in
 lessons program

- * Celebrated its 28th season.
- * 31,134 attended open swim sessions in 2019 (down 1,196 from ‘18
 & + 1,436 from ‘17).
- * Approximately 1,325 youth participated in swim lessons, nearly
 1,000 in public group lessons (overall, up 175)
- * 12th Youth Triathlon attracted just under 100 participants
- * 44 part-time employees operate the Aquatic Center.
- * Project Lead inspired: Parks Staff installed two rectangle shade
 structures, new 20’ shade umbrella, games area to replace one sand
 volleyball court and large concrete chaise lounge area.
- * Revenue in ‘19 was \$164,179 (up \$4,172 from ‘18)
 2019 is the record revenue year topping 2016’s \$161,870.
- * 2 days with 90+ temperatures during 2019 (but, several upper 80s)
 (compare with 3 in ‘18, 0 in ‘14 & 32 in ‘12. Average is 9)

2019 Fort Senior Citizen's Center Highlights & Notes

- * Chris Nye completed his fifth full year as Director and served as President of the Wisconsin Association of Senior Centers in 2019.
- * Attendance reached 13,419 (+28 from 2018) but, officially double the attendance from '14. Busiest months (over 1,200 per month): April, May, July and October (top).



Chris Nye,
Director,
has added a
bevy of
wellness
programs
& other
activities to
build
attendance.

- * Main activities: Tai Chi, Gentle Yoga & other fitness; multiple movie days, bingo, wii bowling league, cards & dart ball, independent classes for sewing/woodworking/computers, card making, color penciling, Veteran's Day program, speakers, trips & several contracted performers.
- * The Quill, the Sr. Center monthly 16-page newsletter, is available at public facilities & many Fort area merchants. About 800 copies are distributed monthly.
- * Through a grant, added a used 16 passenger van as a low cost transportation source for area seniors.
- * Entrance canopies replaced.

2019 Municipal Building Highlights & Notes

- * 93 year old facility had replacement of furnace/AC for Parks & Rec Office, two dance restroom makeovers, exterior building panels & doors/railings painted "charcoal" color by a contractor, Gym floor re-finished. Basement had flooding for several months.
- * Gym used 347 days in '19. Gym not used on a holiday, 11 summer Sundays & (6) floor work.
- * 873 reservations (+44 groups from '18) (617 for Parks & Rec), not counting noon time rec play

2019 Staff Notes

- * **Director:** Scott Lastusky (completed 29th year) * **Dept. Adm. Asst:** Trista Taylor (3rd year)
- * **Youth Director:** Brett Ketterman (20th year) * **Sr. Center Director:** Chris Nye (5th year)
- * **Parks Staff:** J.J. Yanke, Parks Foreman; **Robbie Allard**, Parks Crewleader
Rob Stine, Caretaker-Aquatics; **Josh Bennett**, Parks Caretaker; **Josh Crandall**, Muni/Parks.
- * **Approximately 160+ part-time staff**

Others & Social Media:

- * Assist with various clubs, Special Olympics, scouts, Eagle Scout projects & event cooperation (including Museum, Walk/Run Events, DNR, Jeff. Co. Parks, many Chamber events, Civic Festivals, Cruise Night car shows, Farmer's Markets, Band Concerts, Fall Fiesta, baseball/softball groups, tackle football, Arts Council)
- * Provided without fee \$3,295 worth of shelter rentals, \$4,489 table/chair rentals and \$1,254.50 in donations/gift certificates for various groups & fundraisers. Total: \$9,038.50 (+ \$1,909.50)

Social Media: Brett Ketterman, Editor. Assistance from Trista Taylor

All numbers improved, but impressive highlights =

Twitter: 490 followers (up 10 and this medium used less in '19) @Fort_Parks_Rec

Instagram: 1,119 followers FORT_PARKS_REC (debuted in 2014 & 113 added in 2019)

Facebook: P & R 2,427 likes (+320), Pool 2,682 (+284), Youth Center 1,135, Triathlon 430

* **People reached from Facebook posts: 285,950 from 299 posts**

(up 33,260 with 73 LESS posts in 2019).

Fort Atkinson Police Department

Annual Report Summary

Highlights from 2019

Operations:

- Calls for Service increased by 970 (12% Increase) from 10,532 in 2018 to 11,502 in 2019. As a result of these calls for service Officers wrote 2,345 reports which equals approximately 4 reports per shift per officer. This is 499 more written reports than in 2018. These reports are in addition to traffic enforcement, accident investigations, community policing initiatives, random community patrol and other situations where officers are interacting with citizens in the community. Written reports are significant as they reflect time when officers are off the road completing required paperwork.
- Nuisance Abatement was a focus in 2019. We set a goal to address 80 properties that were a visual blight on neighborhoods in our community. Officers and CSOs were able to address and work with owners at 281 properties in 2019. This is 201 more properties than 2018.

Prescription Medication Disposal: Prescription Drug Drop Off resulted in the proper collection and disposal of 532 pounds of prescription medications in 2019.

Grants & Donations:

Jones Dairy Farm Equipment Donation: Office desks for officers that allowed a space transition within the officer report writing area.

US Department of Justice Ballistic Vest Grant: Match Grant that pays for half the purchase price of ballistic vests for our officers. 4 officers received vests under this grant in 2019.

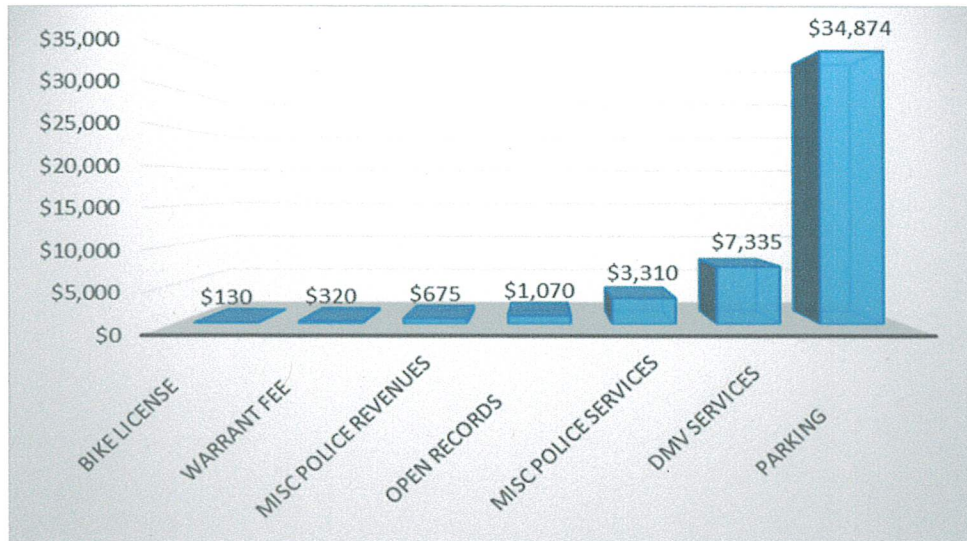
US Department of Justice Fingerprint & Fast ID System upgrades: We were awarded an equipment grant that allowed us to replace our aging fingerprint system and Fast ID system. This \$17,000 grant helped us future budget funds that would have been required for the upgrade.

Bureau of Transportation Safety Equipment Grant: Through our participation in Click It or Ticket, Over the Limit Under Arrest and Booze & Belts our agency was awarded with two \$4000.00 grants. We purchased 4 new Kustom Radar systems for our primary patrol vehicles. The \$8000.00 in new equipment allowed us to remove these needed items off our 2020 Capital Improvement Budget.

Agency Web Site Fully Updated: The agency web site was completed after year long updates. The web site includes operation information, Historical Information, Resource Links for our citizens and several pictures that showcase our employees and the great things they do in our community.

Fort PD Facebook reaches 3800 followers: In just four years we have connected with 3800 community followers that stay in touch with our agency on Facebook. Consider joining our group to stay involved and in touch. <https://www.facebook.com/FortPD1/>

Revenues for 2019



Bike Licenses: We sold 26 licenses in 2019. This is 13 less licenses than we sold in 2018. Bike licensing is \$5.00 per bike. (\$130.00)

Warrant Fee: Anytime our agency helps clear other agencies warrant through arrest, the wanted person pays a \$20.00 handling fee for that service. (\$320.00)

Misc. Revenues: 2018 Misc. Revenues are funds raised for the K-9 Unit from our Bike Auction and T-Shirt fundraising sales. (\$675.00)

Open Records: Revenue generated to recoup costs associated with releasing open records. This may include copies of reports, pictures or video. (\$1,070.00)

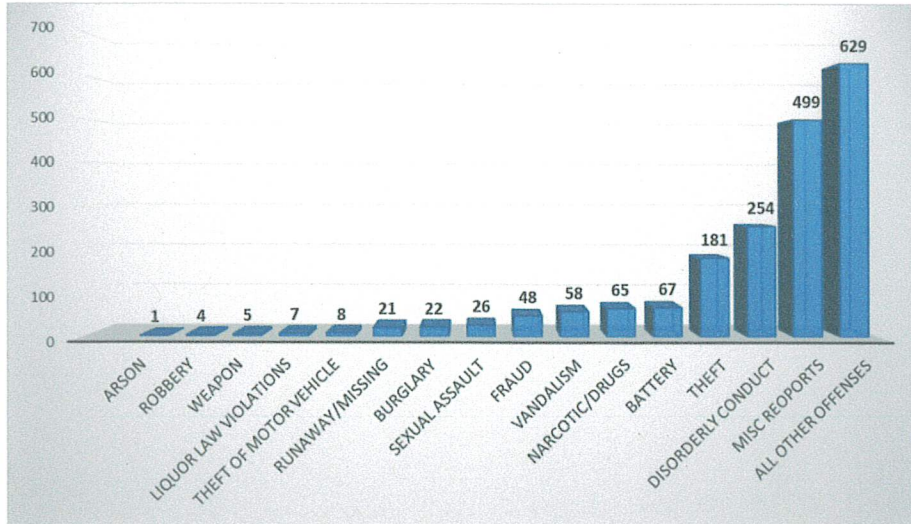
Misc. Police Services: These funds include fees collected for doing fingerprinting or administering PBT tests in the lobby for people who are required by the court to provide samples. (\$3,310.00)

DMV Services: DMV related transactions. Renewal of registration plates and titles at our remote DMV authorized site. (\$7,335.00)

Parking Tickets: Payments received from issued parking tickets generated from our community. (\$34,874.00)

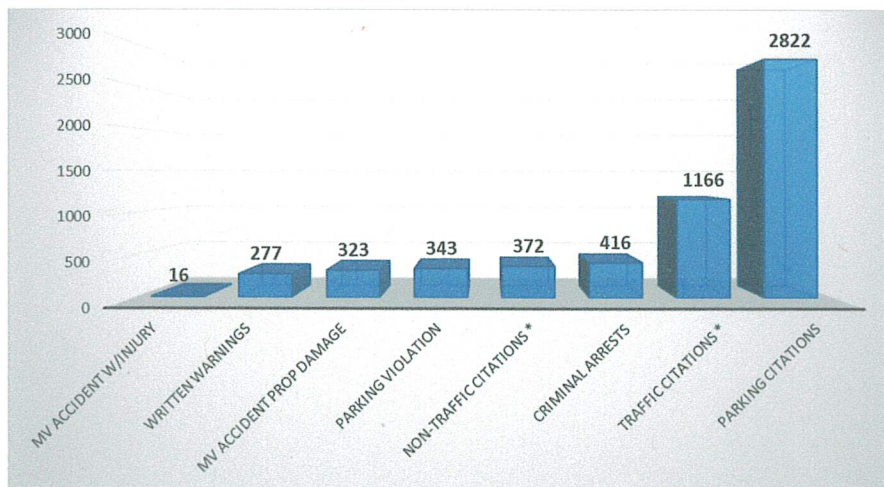
Offenses with Reports

Separate from traffic related activity, Officers were busy addressing and responding to offenses that include Disorderly Conduct (254), Theft Complaints (181) and the catch all categories off “All Other Offenses” (629) & Misc. Reports (499) which are a combination of the many other situations officers deal with to include emergency detentions, death investigations, Warrant Arrests, Medical Calls, and aiding outside agencies (167) to name a few.



Note: The above graph and numbers do not reflect every case handled or report an officer completed. In 2019 the Fort Atkinson Police Department logged 11,502 case numbers. Within these cases Officers documented and wrote initial reports, investigative follow-up reports and supplemental reports to primary officer reports. These reports are added into the department records keeping system and result in a significant amount of officer on-duty time. So although 11,502 case numbers were generated in 2019, officers actually wrote 2,345 written reports. Of those 2,345 reports, 1,895 were primary offenses that are captured above. With our below average officers per capita, this is a significant amount of output and case load per officer.

2019 Enforcement Activity



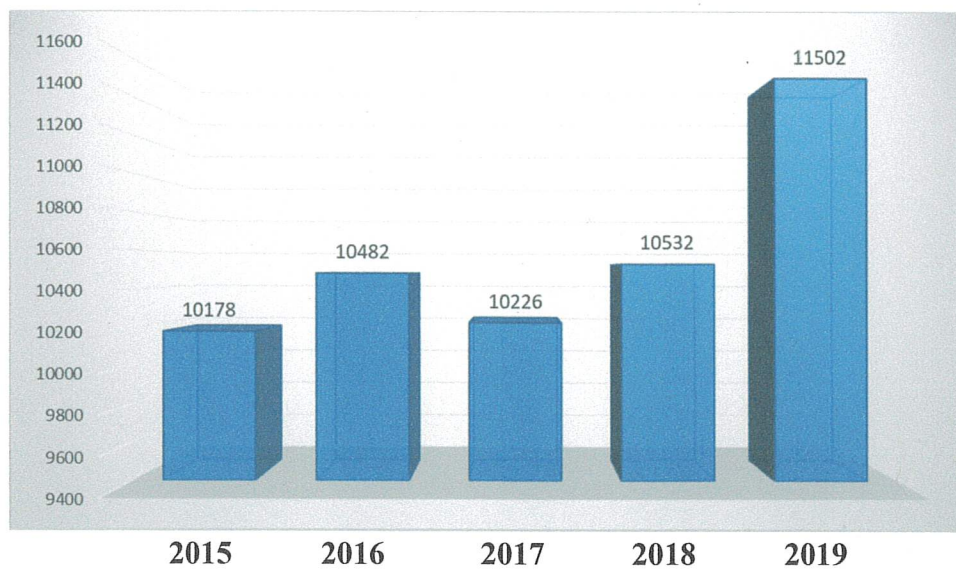
The total Enforcement Activities for 2019 was 5,735. This is a slight decrease in arrest and enforcement related activities compared to 2018. (5,996) This decrease aligns with the large increase of calls for service that took officers away from proactive enforcement opportunities such as traffic enforcement.

Traffic Contacts and Arrests make up a large portion of officer activity in our community. Oftentimes proactive traffic enforcement has a residual impact on nuisance crimes and property crimes through preventive contacts and presence deterrence. Traffic enforcement and the visibility in the community helps keep our community a safer place for people to live, work and visit.

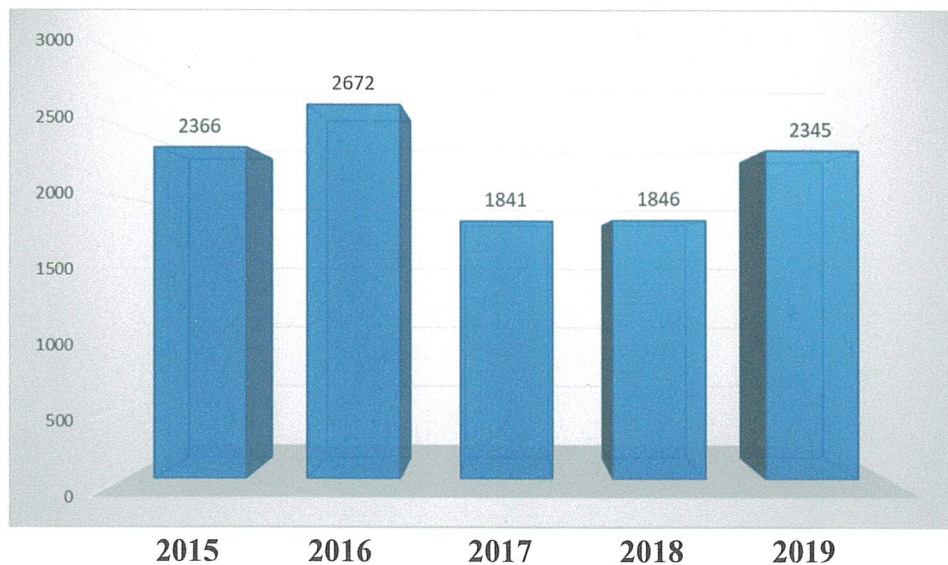
Note: In the above graph, Parking Violations refer to complaints by citizens regarding issues related to parking that officers helped mediate or address. Parking Citations are actual citations issued to vehicles related to violations of the City's parking ordinances.

5 Year Comparison

Calls for Service



Reports Written



Department of Public Works - 2019 Annual Report

Kent Smith – DPW Superintendent

Street Opening Permit Revenue

Through curb & gutter replacement, sidewalk replacement and street patches the DPW generated **\$39,559.50** in revenues. Of that total, **\$26,438.00** was billed to the Water Department and the remaining was billed to property owners. These numbers compare to:

- \$35,744.25 / **\$31,642.00** for 2018
- \$42,687.14 / **\$36,911.50** for 2017
- \$66,173.10 / **\$60,911.50** for 2016
- \$63,669.50 / **\$58,884.28** for 2015

Trees

211 trees were taken down and **72** trees replanted. This compares to:

- 194 / **71** for 2018
- 176 / **71** for 2017
- 159 / **61** for 2016
- 158 / **52** for 2015

Sweeping

The City street sweeper picked up **1,705** cubic yards of leaves and debris from the City's streets and parking lots. This compares to:

- 1,567 cubic yards for 2018
- 1,840 cubic yards for 2017
- 1,950 cubic yards for 2016
- 2,100 cubic yards for 2015

Manholes

12 manholes were repaired or replaced. This compares to:

- 9 for 2018
- 15 for 2017
- 17 for 2016
- 18 for 2015

Catch Basins

5 catch basins were replaced and 6 catch basins repaired. This compares to:

- 1/ 13 for 2018
- 10/ 11 for 2017
- 0 / 14 for 2016
- 20 / 13 for 2015

Sanitary Sewer

286,962 lineal feet of sanitary sewer were cleaned and 12,183 lineal feet were televised. Of the 35 emergency call-outs for sewer back-ups, 10 were from a backed up sewer main and the remaining 25 were homeowner problems. These numbers compare to:

- 128,817 / 13,200 / 5 for 2018
- 204,376 / 3,184 / 2 for 2017
- 217,643 / 10,860 / 9 for 2016
- 193,882 / 9,050 / 6 for 2015

Asphalt Patching

425 tons of asphalt installed for repairs to city streets due to water main breaks, potholes and other patches. This compares to:

- 835 tons for 2018
- 874 tons for 2017
- 678 tons for 2016
- 726 tons for 2015

Concrete Installed

110 cubic yards of concrete used for sidewalks, curb & gutter, driveway approaches, road repairs and projects requested by other departments. This compares to:

- 126 cubic yards for 2018
- 162 cubic yards for 2017
- 110 cubic yards for 2016
- 85 cubic yards for 2015

Sidewalks

1067 lineal feet of sidewalk and 1 handicapped ramps were replaced. This compares to:

- 910 lin. ft. / 6 for 2018
- 1,481 lin. ft. / 5 for 2017
- 1,183 lin. ft. / 6 for 2016
- 153 lin. ft. / 2 for 2015

Curb & Gutter

265 lineal feet of curb and gutter were replaced. This compares to:

- 453 lin. ft. for 2018
- 543 lin. ft. for 2017
- 415 lin. ft. for 2016
- 400 lin. ft. for 2015

Compost Site

13,585 cars and trucks visited the Compost Site. This compares to:

- 13,987 cars for 2018
- 14,047 cars for 2017
- 14,142 cars for 2016
- 15,909 cars for 2015

These numbers do not reflect the number of vehicles that used the Compost Site when the gate is open but unattended.

Electronic/appliance recycling

50.2 tons of electronics and 21.3 tons of large appliances collected for recycling at the compost site. This compares to:

- 40.2 tons of electronic / 21.9 tons of large appliances for 2018
- 39.1 tons of electronic / 27.5 tons of large appliances for 2017
- 46.3 tons of electronic / 26.1 tons of large appliances for 2016
- 91.8 tons of electronic / 47.8 tons of large appliances for 2015

Crack Sealing

Crack sealed 10.5 miles of streets and 0 sq. yards of parking lots. This compares to:

- 13.3 miles of streets / 0 sq. yards of parking lots for 2018
- 3.2 miles of streets / 87,000 sq. yards of parking lots for 2017
- 4.4 miles of streets / 0 sq. yards of parking lots for 2016

Additional DPW Responsibilities

- Snow plowing and removal within the City and the Airport
- Installing and removing holiday lights
- Monthly residential brush pickup
- Painting for crosswalks/parking stalls/handicapped ramps/parking lots etc.
- Annual residential leaf pickup
- Installing and removing flags for legal holidays
- Tree removal and trimming in the City's right-of-ways
- Clean up after storm events
- Install and maintain street signage
- Mowing and trimming the airport, right-of-ways, cul-de-sacs, and non-conforming properties
- Provide signage/barricades/banners for special events (Parades, Rhythm on the River, Buckskinners, Carnival Days, and other community events.)
- Install and remove the City's piers and buoys
- Mechanical maintenance of the City's fleet of cars/trucks/loaders/etc.
- Maintain and manage the City's Compost Site (yard waste/brush/recycling)
- Assist other departments

Other City Projects

Other DPW projects

- Repaired sanitary and storm structures in the Street Program
- Painted new cross walks red for the Safe Routes to School
- Replaced storm sewer main in front of Lion's Quick Mart

Thoughts for 2020

We will continue to hire additional seasonal employees this summer. This allows us to continue with our normal duties as well as perform other backlogged work throughout the City.

2019 Wastewater Utility Annual Report

Paul Christensen

2019 started the first year of the newly issued Wisconsin Pollution Discharge Elimination System (WPDES) discharge permit that was issued by the WDNR on July 1, 2019. The permit runs through June 30, 2024 and incorporates the new total phosphorus limits that will be in effect starting June 30, 2023.

Design for Phase 1 of the construction to update the plant was completed in October and the project was put out for bid in December, with bid closing on January 23 2020. Phase 2 design will be completed in 2020 and put out for bid in late 2020.

Another highlight of 2019 was the hiring of an Operations Specialist position. This position was created to function as a transition spot for a new employee to gain the knowledge necessary to move up to a Technician level staff member. In this case the person was hired with the intent to fill the Maintenance Technician role upon his retirement in late 2020 or early 2021.

PFAS (Perfluoroalkyl and Polyfluoroalkyl Substances) have emerged as a new contaminant of concern in Wisconsin, the United States and worldwide. They are a group of human-made chemicals that have been used in industrial and consumer products since the 1950's. They are found throughout the environment including in people, wildlife and fish all over the planet. They are highly stable and do not break down easily in the environment which means that even if usage is banned they will be around a very long time. As more is learned about the health impacts of PFAS, EPA and the WDNR will develop guidance for water and wastewater utilities.

Foreman and Maintenance Report

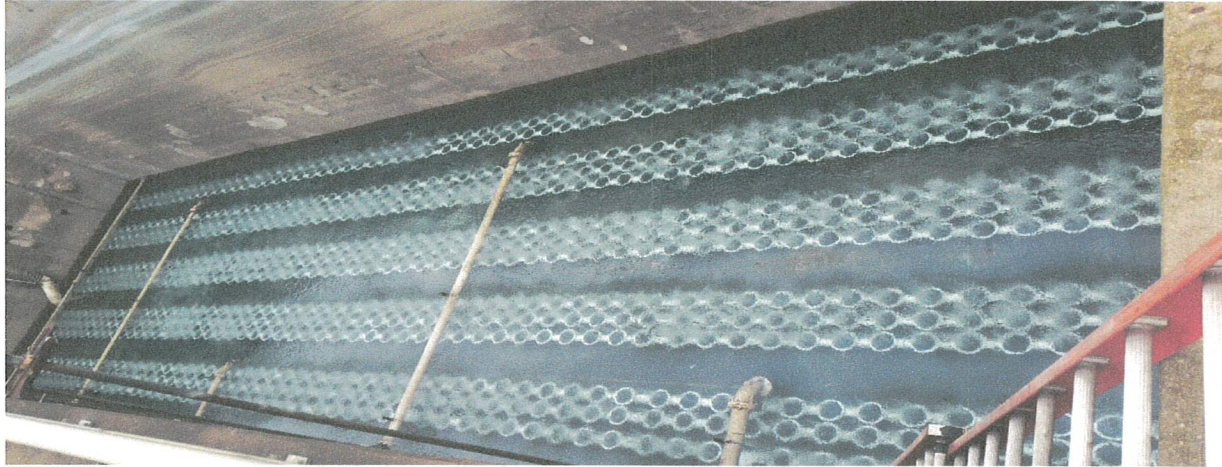
Erin Sweeney

In 2019 we started to make final decisions on the first phase of our plant upgrade. We have finalized the plans needed to get bidding on the equalization tank for our leachate and for the daily centrifuge discharge. We are actually converting an old aeration tank that is currently not in service. This tank will allow us to discharge these wastes at a slower and constant rate 24 hours a day. This will help to not upset the plant processes and more consistently distribute high levels of ammonia and phosphorous through the plant. Also in Phase 1 of the project we are replacing a wastewater influent pump and preparing for a new 4th pump that will go in when Phase 2 of the project starts.

Another big project that we had this year was the cleaning of digester #3. This digester was particularly dirty. It was full of sludge, rags and struvite that covered much of the aeration pods. With the help of VS Water Blasting and every employee here at the plant we managed to get it cleaned out in 1 day, approximately 13 hours. Now that we have the digesters on a regular 3 year rotation of being cleaned we hope they will not be as bad in the future. This one had not been cleaned in 6 years.

While we had this digester down it was time for us to upgrade it as well. Rubicon Environmental was contracted to replace the old grid with a new more efficient system. We went from 360

diffusers to 960 diffusers. This was done because we did not have enough oxygen going into the digester. More diffusers were added to adequately supply the amount needed for the oxygen transfer in the digested sludge. J.F. Ahern was contracted to install new ¼ turn valves for our sludge feed lines. This was the last of the 3 digesters to have the valves replaced. Now if something should happen to any of our valves they are in the digester and can be accessed without digging and running into problems with heavy amounts of groundwater. So far the digester is operating great. The extra oxygen transfer capacity will improve digester performance and create less biosolids downstream.



High river levels were also an issue again this year. We put larger pumps in two of our lift stations in March and removed them in June. We ended up putting them back in again in early October and removed them at the end of November. It is getting to the point where we think this will just be a standard operation, so we have written up an SOP to help with which pumps go in certain stations and how to hook them up as well as when they should be put in.

Each year it is our job to maintain all the plant equipment and keep it running smoothly. The plant is aging so there are always things that need to be repaired. We take pride in keeping ourselves educated and working well together as a team to keep this all accomplished.

Lab Report

Kurt Birkett

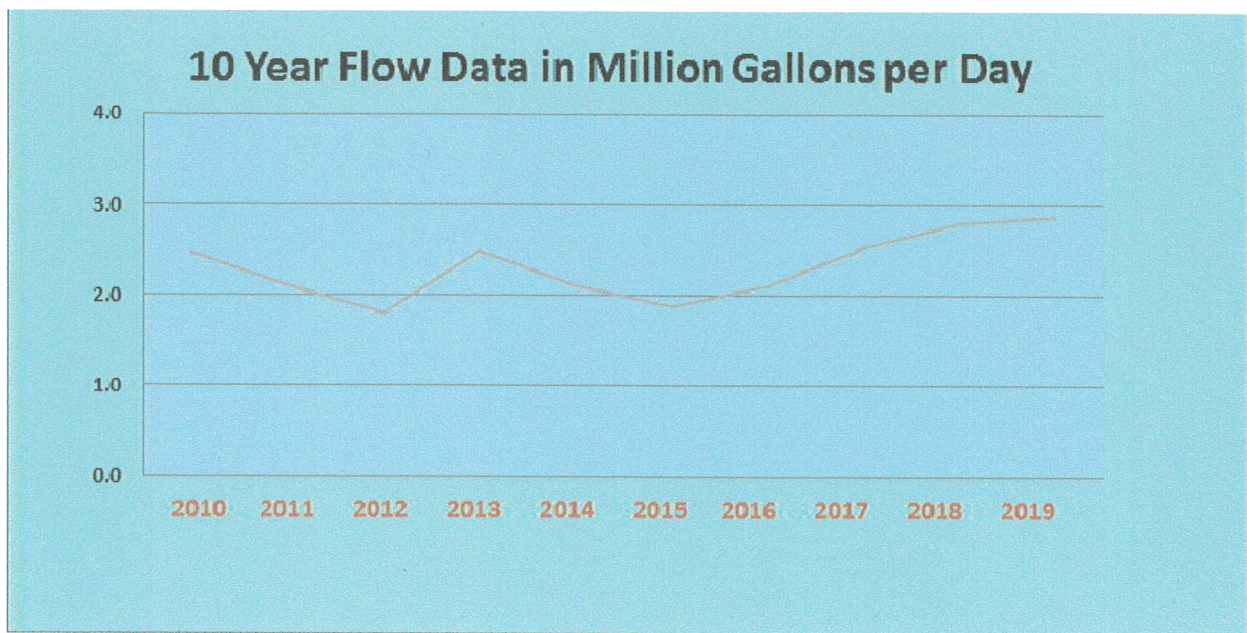
The laboratory ran the permit required testing of BOD (Biological Oxygen Demand), TSS (Total Suspended Solids), Ammonia Nitrogen, Total Phosphorous, pH, Residual Chlorine, and Fecal Coliforms. The laboratory also ran tests for industrial billing and process control. These tests include TKN (Total Kjeldahl Nitrogen), Volatile Solids, Settleability, Nitrate, Ortho Phosphate, Dissolved Oxygen, and others. Microscopic examinations are done weekly looking for filaments and the biological health of the organisms in the aeration basins.

Another required test is the Whole Effluent Toxicity (WET) test. This toxicity test takes the plant effluent and puts living organisms into the effluent for a specified time period. The organisms are

fathead minnows and daphnia (a microscopic multi-celled organism). There are two parts to the test: the acute test and the chronic test. The test looks at the survival rates for the organisms as a measure of toxic substances that would not normally be tested for in the effluent. WET testing is performed by a very limited number of labs in the country. Our samples are tested by a lab in Superior, WI.

Maintenance on the plant process probes and analyzers is performed on a prescribed schedule that provides accurate readings. Phase 2 of the plant update construction will add several more probes to this list.

The laboratory has very successfully fulfilled its requirements with the State of Wisconsin Proficiency Testing program. Looking forward into 2020 the laboratory will continue to have reliable, traceable, and accurate test results.

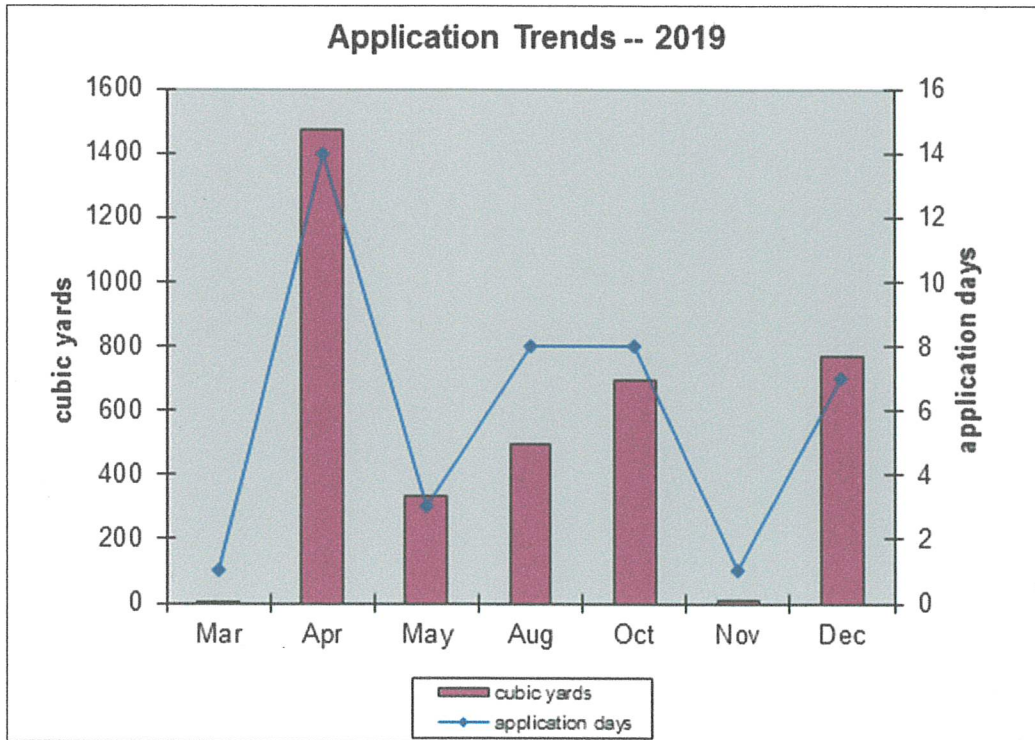


Soils Program

Ryan Wagner

The year 2019 proved to be a bit of a challenge as we were always dealing with the weather during our application months. A wet spring and early snow in the fall caused us to halt operations for longer than usual, sometimes weeks at a time. It always seems to work out in the end, but I was actually surprised we were able to empty the storage pad in the fall. We were only able to get out in the fields for one day in November and with the snow we got it wasn't looking like we would be able to get back out into the fields. That definitely would have affected us for

our 2020 spring operations, but luckily the weather pattern changed and December provided us with some days to land apply. Overall in 2019 we land applied about 19% more compared to 2018. In total, we land applied 3,660 cubic yards to 4 different farmers and 16 fields.



Our percentage of waste activated sludge thickening remains steady, thickening sludge from 0.436% to 4.0%. Our Waste Activated Sludge went up to 54.9 million gallons for the year from 49.8 million gallons in 2018. Our dewatering of sludge continues to remain steady with our centrifuge. This year we were able to average 20.3% with a high of 23.4% in August. Looking at our totals, sludge production was up a bit compared to 2018 (up 15%) in terms of cubic yards produced.

Looking ahead to 2020, we hope the weather will aide us in our land application process. It just makes the land application process much smoother when you get a dry window of five days or more. We will also be using a new mixing system on our polymer system for the centrifuge going forward. Early testing and estimates have us saving approximately 10-15% on polymer costs on a yearly average.

Industrial Monitoring

Karen Mercado

In 2019, the Industrial Monitoring Program sampled the nine industries in our program 477 times. 477 tests for BOD, 477 test for TSS and, 475 for pH were run on these samples. In addition, 369 TKN tests and 368 test for Phosphorous were run on the above-mentioned samples. The three different commercial categories (Fast Food, Sit Down, and Food Store) were not sampled this year. Septic/holding samples were analyzed 12 times.

Through 2019, the industrial monitoring program has billed for 89% of the flow, 106% of the BOD, 134% of the TSS, 144% of the TKN, and 120% of the Phosphorous received at the Wastewater Facility. The higher than 100% values occur because of differences in flow monitoring at the Utility and the amount of water pumped by the Water Utility as well as the proven problems with infiltration and inflow in the collection system. Through sampling and billing the Industrial Monitoring program brought in nearly \$1.8 million for the year.

As the City of Fort Atkinson continues to develop and grow, the program will continue to sample other industries and commercial sites to determine if they should be added to the monitoring program. Communication between departments still needs to improve as these future sites are developed. A possible coordination of programs that are being used may be helpful in eliminating confusion in billing and in customer service.

WATER UTILITY YEAR END REPORT 2019

Sampling

In 2019 the Water Utility with the use of outside labs performed 2767 WDNR/EPA required analyses on the water provided to our customers. All results fell below the Maximum Contaminant Levels established by the WDNR/EPA. The following is a breakdown of the sampling:

Bacterial	141	samples
Chlorine	1524	samples
Fluoride	480	samples
Phosphate	520	samples
Total Suspended Solids (hydrant flushing)	42	samples
Chlorine (hydrant flushing)	42	samples
Annual DNR	18	samples

Diggers Hotline

The Utility performed 1783 locates in 2019. These are required when underground excavation will be performed.

Consumer Confidence Reports

In spring the Water Utility distributed a Consumer Confidence Report to its customers. This report outlines the quality of the water provided by the Water Utility. The report is available on the city's website.

Hydrant Flushing

The Water Utility performed hydrant flushing in both the spring and fall. Flushing typically requires 2 employees at 10 hours per day for 9 days. Flushing provides the benefit of removing sediment in distribution mains and allowing for inspection of hydrants to insure proper function. In addition to the standard flushing the Water Utility performed directional flushing in areas identified in the manganese study. This scours the mains by closing valves to create high water velocities. This process requires an additional 3 days to the flushing schedule.

In 2019 the water utility flushed hydrants for 134 hours and 31 minutes for a total of 8.04 million gallons.

Cross Connection Inspections

Residential

In 2019 the Utility performed 400 residential cross connection inspections. These inspections are done as a part of normal meter change outs. They are performed in order to protect the potable water supply from interconnections between potable and non potable water. As required by Wisconsin Department of Natural Resources the Utility now requires follow up inspections to insure that all identified cross connections are eliminated. Beginning in 2013 the Utility provided 2 free backflow preventers to customers if this would bring them into compliance and avoid a re-inspection. This was well received by the Utilities customers as it eliminated the requirement to set another appointment for a re-inspection.

Commercial, Industrial, Public

Wisconsin Administrative Code requires a cross connection survey every 2 years. As required by ordinance these entities are required to have their plumbing inspected at their own expense.

Valves operated

2014	603 valves operated
2015	871 valves operated
2016	546 valves operated
2017	225 valves operated
2018	504 valves operated
2019	425 valves operated

Water main in system

2014	69.2 miles
2015	69.4 miles
2016	69.4 miles
2017	69.6 miles
2018	69.6 miles
2019	69.6 miles

Water pumped

2014	614 million gallons
2015	616 million gallons
2016	610 million gallons
2017	622 million gallons
2018	712 million gallons
2019	660 million gallons

Main Breaks

2013	15
2014	21
2015	24
2016	14
2017	21
2018	19
2019	15