

**CITY OF FORT ATKINSON**  
**City Council Minutes ~ December 17, 2019**

CALL MEETING TO ORDER.

Pres. Kotz called the meeting to order at 7:00 pm.

ROLL CALL.

Present: Cm. Becker, Cm. Johnson, Cm. Scherer, Cm. Hartwick and Pres. Kotz. Also present: City Manager, City Attorney, City Clerk/Treasurer, City Engineer, Assistant City Engineer, Police Chief, Fire Chief and Wastewater Supervisor.

APPROVAL OF MINUTES OF DECEMBER 3, 2019 REGULAR COUNCIL MEETING.

Cm. Becker moved, seconded by Cm. Hartwick to approve the minutes of December 3, 2019 regular council meeting. Motion carried.

PUBLIC HEARINGS

None.

PUBLIC COMMENT

None.

PETITIONS, REQUESTS AND COMMUNICATIONS

None.

RESOLUTIONS AND ORDINANCES

a. *Resolution authorizing borrowing of \$950,000 from Premier Bank for land purchase.*  
Manager Trebatoski presented the borrowing information for the land purchased adjacent to the High School. Four banks/financial institutions were requested for rates with only two responses. No prepayment penalty exists.

Cm. Hartwick moved, seconded by Cm. Johnson to adopt Resolution authorizing borrowing of \$950,000 from Premier Bank for land purchase at a rate of 2.358% for a ten year loan. Motion carried.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

- a. *Minutes of Finance Committee meeting held December 3, 2019.*
- b. *Minutes of Transportation and Traffic Review Committee meeting held December 12, 2019.*
- c. *Building, Plumbing and Electrical Permit Report for November, 2019.*
- d. *Minutes of License Committee meeting held December 11, 2019.*
- e. *Minutes of Historic Preservation Commission meeting held November 11, 2019.*

Cm. Hartwick moved, seconded by Cm. Scherer to accept and file the Reports of Officers, Boards and Committees. Motion carried.

UNFINISHED BUSINESS

a. *Recommendation from Finance Committee to approve wage adjustments for 2020.*  
Manager Trebatoski reviewed the recommendation and wage adjustments following the Council recommendation to perform a study. Council reviewed the full time and part time wage scales.

Cm. Hartwick moved to remove the City Council wage increase and vote separately. Cm. Becker seconded the motion. Motion carried.

Cm. Hartwick moved, seconded by Cm. Becker to approve the recommendations from Finance Committee to approve wage adjustments for 2020. Motion carried.

Discussion on the Council wage continued. Cm. Hartwick feels an increase should occur over time. The recommendation is 16%. He would rather see a \$10.00 increase.

Cm. Johnson asked the last Council wage increase. Trebatoski confirmed the last increase was in 1997. Johnson feels 16% is appropriate. Hartwick noted past reductions and vacant city positions. He added Council is paid more than school board.

Manager Trebatoski stated the calculation was derived from a study of municipalities across the state.

Cm. Becker moved to suggest a split difference on proposed increase and allow 50% of the proposed increase on January 1, 2020 and the other half on January 1, 2021. Seconded by Cm. Hartwick and motion carried.

*b. Recommendation from Finance Committee to approve Employee Handbook changes for 2020.* Manager Trebatoski presented the changes for the handbook. Most included cleaning up language, adjusting vacation levels, and formalizing the definition for those eligible for health and dental insurance.

Cm. Hartwick moved, seconded by Cm. Scherer to approve the recommendation from Finance Committee to approve Employee Handbook changes for 2020. Motion carried.

*c. Recommendation from Finance Committee to approve Rural Fire Protection Contracts.* Chief Rausch presented the contracts. The new contract spells out equipment replacement and annual fire protection costs for 2020-2029. It also provides ownership of all joint owned fire equipment be turned over to the City and lists minimum and maximum annual cost adjustments. The 2020 cost for each town will be as follows: Town of Hebron \$27,434.27, Town of Jefferson \$26,037.67, Town of Koshkonong \$167,493.34, Town of Oakland \$27,091.25, Town of Sumner \$27,581.28.

Cm. Scherer moved, seconded by Cm. Johnson to approve the recommendation from Finance Committee to approve Rural Fire Protection Contracts with the towns of Hebron, Jefferson, Koshkonong, Oakland and Sumner as presented. Motion carried.

*d. Recommendation from License Committee to approve "Class B" Intoxicating Liquor and Class "B" Fermented Malt Beverage License for NAP Enterprises, LLC dba Rock River Lanes, 1010 Larsen Road.*

Clerk Ebbert presented the application and change of ownership. The transaction will be effective January 1, 2020.

Cm. Becker moved, seconded by Cm. Johnson to approve the recommendation from License Committee to approve "Class B" Intoxicating Liquor and Class "B" Fermented Malt Beverage License for NAP Enterprises, LLC dba Rock River Lanes, 1010 Larsen Road. Motion carried.

#### NEW BUSINESS

*a. Review and approve purchase of body/squad camera system for Police Department as budgeted for 2020.*

Chief Bump reviewed the two quotes to update the cameras as scheduled in the 2020 Capital Improvement Plan. Two quotes were received from Getac \$36,852 and Watch Guard \$51,185. An additional quote for IT services from Ignatek was provided at \$2,117. Funds from the K-9 unit will assist setting up the K-9 handler and equipment.

Cm. Hartwick moved, seconded by Cm. Becker to execute the order for the Getac System through Midwest Public Safety LLC at \$36,852 and using Ignatek IT at \$2,117 for services and support during transition not to exceed the quoted amounts of \$38,969. Motion carried.

*b. Review and approve purchase of taser replacements for Police Department as budgeted for 2020.*

Chief Bump shared the quote to purchase taser replacements as scheduled in the 2020 Capital Improvement Plan. Remaining with the same brand eliminates extra training and transition time. The taser also aligns with all our neighboring jurisdictions which compliments use of force under mutual aid situations where officers respond to other areas to assist in emergencies.

Cm. Hartwick moved, seconded by Cm. Scherer to execute the order for nine Axon Tasers not to exceed the quoted amount of \$13,200. Motion carried.

*c. Review new housing fee report.*

Engineer Selle discussed the requirement by Statute for the City to post a report on new housing fees by January 1, 2020. There is no financial impact for the posting.

Cm. Hartwick moved, seconded by Cm. Becker to accept and post the report as required by State Statute. Motion carried.

*d. Review and approve purchase of polymer mixing system for Wastewater Utility.*

Wastewater Supervisor Christensen discussed the necessity of the polymer mixing system. The Utility was offered a free pilot study of the system to see if it could reduce polymer usage in the dewatering system. Previous pilot studies suggested a polymer use reduction of 10%-20%. The Utility estimated polymer costs in 2019 to be \$94,500. The cost of the piloted system is negotiated at \$23,500. If the piloted system was installed and put to use, it could reduce costs for polymer by \$14,175. The cost of the system will be covered from the Utility capital cash on hand.

Cm. Hartwick moved, seconded by Cm. Becker to approve the purchase of UGSI Polyblend system from the Wisconsin representative Energeneces of Saukville, WI for the negotiated price of \$23,500 paid out of the Utility capital cash on hand. Motion carried.

e. *Review and approve contract for sanitary sewer televising, smoke testing, manhole inspections and reporting.*

Assistant City Engineer Tom Williamson discussed the need for development of a sanitary sewer rehabilitation program as the City needs to actively manage and control the addition of stormwater to the treatment system. Staff had submitted a request for proposals outlined as the City Sanitary Sewer Televising and Reporting program. Two bids received from Visu-Sewer and Northern Pipe. Northern Pipe was the low bidder.

Cm. Scherer moved, seconded by Cm. Becker to approve contract for sanitary sewer televising, smoke testing, manhole inspections and reporting from Northern Pipe in the amount of \$131,835, and that the contract be allowed to exceed their totals by 10% with the approval of the City Manager and Engineer. The extra 10% will be utilized as a reserve to the instance that the awarded contractor encounters the need for extra sewer cleaning due to obstructions or exceed debris in the mains. Motion carried.

#### MISCELLANEOUS

a. *Appointment of Election Inspectors for 2020 - 2021.*

Cm. Hartwick moved, seconded by Cm. Scherer to approve the appointment of election inspectors for 2020-2021 election cycle. Motion carried.

b. *Temporary Class B beer and/or wine license for St. Joseph's School Gift of the Heart Gala to be held on January 25, 2020.*

Cm. Becker moved, seconded by Cm. Johnson to approve the Temporary Class B Beer and Wine license for St. Joseph's School – Gift of the Heart Gala to be held on January 25, 2020 contingent upon purchasing products from a distributor and having licensed operators. Motion carried.

c. *City, Sewer, Water and Stormwater Utility Financial Statements as of November 30, 2019.*

Cm. Scherer moved, seconded by Cm. Hartwick to accept and file the City, Sewer, Water and Stormwater Utility Financial Statements as of November 30, 2019. Motion carried.

#### CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS

a. *Verified claims.*

Cm. Becker moved, seconded by Cm. Johnson to approve the list of verified claims submitted by the Director of Finance and authorize payment. Motion carried.

#### ADJOURNMENT

Cm. Johnson moved, seconded by cm. Scherer to adjourn. Meeting adjourned at 8:13 pm

---

Michelle Ebbert, City Clerk/Treasurer

APPROVED:

---

PRESIDENT OF THE COUNCIL