



**AGENDA
CITY COUNCIL MEETING
MUNICIPAL BUILDING COUNCIL CHAMBERS
101 N. MAIN STREET, FORT ATKINSON, WISCONSIN
MARCH 19, 2019 ~ 7:00 P.M.**

1. Call meeting to order.
2. Roll call.
3. Approval of minutes of March 5, 2019 regular Council meeting.
4. Public Hearings
 - a. Public hearing on Annual Report on Stormwater Permit.

Action – Refer to item 10-a below.
5. Public Comment
6. Petitions, Requests and Communications
 - a. Request by Memorial Day Committee to hold annual parade on Monday, May 27, 2019 from American Legion to Evergreen Cemetery.

Action – Reject—Approve.
 - b. Request by Hoard Museum to close Foster Street from South Fourth Street West to Whitewater Avenue for Dairy Day at the MOOseum event on Saturday, June 15, 2019.

Action – Reject—Approve.
 - c. Request to hold Buckskinners Rendezvous event on May 24-26, 2019 at Rock River Park and for waiver of gun discharge ordinance.

Action – Reject—Approve.

6. Petitions, Requests and Communications (Continued)

- d. Request to pursue proclamation from State of Wisconsin declaring the City be named as Intersectional Peony City of Wisconsin.

Action – Reject—Approve.

- e. Request to proclaim March, 2019 as Colorectal Cancer Awareness Month in the City of Fort Atkinson.

Action – Reject—Approve.

7. Resolutions and Ordinances

- a. Ordinance amending zoning of 124 West Milwaukee Avenue (Fire Department) and 101 South Water Street West (Police Department) from C-3 to C-5.

Action – Reject—Approve; A—Move to third reading or B—Move through third reading and adopt Ordinance.

8. Reports of Officers, Boards and Committees

- a. Building, Plumbing and Electrical Permit Report for February, 2019.

Action – Accept and file.

- b. Minutes of Joint City Council / Plan Commission meeting held March 5, 2019.

Action – Accept and file.

- c. Minutes of Plan Commission meeting held March 12, 2019.

Action – Accept and file.

9. Unfinished Business

- a. Review and approve change order for S.C.A.D.A equipment at Water Utility.

Action – Reject—Approve.

9. Unfinished Business (Continued)

- b. Recommendation from Plan Commission to approve Preliminary Certified Survey Map creating a two-acre parcel at N1023 County Hwy. K and rezoning to A-3 (non-prime residential) (extra-territorial).

Action – Reject—Approve.

10. New Business

- a. Review and approve Annual Report on Stormwater Permit and authorize signature by proper officials.

Action – Reject—Approve.

11. Miscellaneous

- a. Granting operator licenses.

Action – Reject—Approve licenses.

- b. City, Sewer, Water and Stormwater Utility Financial Statements as of February 28, 2019.

Action – Accept and file.

12. Claims, Appropriations and Contract Payments

- a. Verified claims.

Action – Motion to approve list of verified claims presented by the Director of Finance and to authorize payment.

13. Adjournment

If you have special needs or circumstances which may make communication or accessibility difficult at the meeting, please call (920) 563-7760. Accommodations will, to the fullest extent possible, be made available on request by a person with a disability.

CITY OF FORT ATKINSON
City Council Minutes ~ March 5, 2019

CALL MEETING TO ORDER.

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

ROLL CALL.

Present: Cm. Kotz, Cm. Johnson, Cm. Lescohier, Cm. Hartwick and Pres. Becker. Also present: City Manager, City Attorney, City Clerk/Treasurer, City Engineer, Asst. City Engineer and Wastewater Supervisor.

APPROVAL OF MINUTES OF FEBRUARY 19, 2019 REGULAR COUNCIL MEETING.

Cm. Kotz moved, seconded by Cm. Johnson to approve the minutes of the February 19, 2019 regular Council meeting. Motion carried.

PUBLIC HEARINGS

a. *Public hearing on rezoning 124 West Milwaukee Avenue (Fire Department) and 101 South Water Street West (Police Department) from C-3 to C-5.*

Pres. Becker opened the public hearing.

Edwin Bos, 1309 Montclair Place asked what the difference is between C-3 and C-5. Inspector Juarez commented that this request is to rezone as the properties do not confirm to the C-3 zoning designation. Both structures are unable to meet the current code requirements for greenspace, setbacks, percentage of impervious space. Rezoning would bring the properties more in line with the current building configurations and uses. Adjacent properties to the east are already zoned C-5.

After three calls, Pres. Becker closed the public hearing.

b. *Public hearing on adoption of Jefferson County Emergency Management Hazard Mitigation Plan.*

After three calls without comments, Pres. Becker closed the public hearing.

PUBLIC COMMENT

None.

PETITIONS, REQUESTS AND COMMUNICATIONS

a. *Presentation of Fort Atkinson Housing Market Study by Baker Tilly.*

David Haviland and Drew Kuehl were present from Baker Tilly to review the study. They reviewed three main areas including the former Kmart site, the High School site and Fort Healthcare Site. Rankings were provided on drive-by visibility, ingress-egress, new services/linkages, walk score and surrounding uses. They also reviewed their study results as it pertains to population, ages, income, larger employers and economic conditions. Discussion continued on areas of study, funding examples and future options to consider.

Cm. Lescohier moved, seconded by Cm. Johnson to accept and file the presentation of Fort Atkinson Housing Market Study by Baker Tilly. Motion carried.

b. Presentation on biosolids pilot project by Donohue & Associates.

Jeremy Cramer, Donohue & Associates provided a study on any efficiencies or cost savings that can be achieved if comingling yard-waste composting operations and biosolids. There is a large portion of yard waste collected at the compost site and biosolids created at the wastewater facility with limited options to reduce the amount of yard waste at the compost site.

Cm. Kotz moved, seconded by Cm. Johnson to accept and file the presentation on biosolids pilot project by Donohue & Associates. Motion carried.

RESOLUTIONS AND ORDINANCES

a. Resolution combining Wards for April 2, 2019 Spring Election.

Clerk Ebbert requested adoption of the resolution combining wards for one ballot style of the April 2nd election.

Cm. Kotz moved, seconded by Cm. Johnson to adopt Resolution combining Wards for April 2, 2019 Spring Election. Motion carried on a roll call vote.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

a. Minutes of Public Works Committee meeting held February 5, 2019.

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

UNFINISHED BUSINESS

a. Recommendation from Plan Commission to approve request to rezone 124 West Milwaukee Avenue (Fire Department) and 101 South Water Street West (Police Department) from C-3 to C-5, and Ordinance.

Manager Trebatoski stated this is the first reading of the ordinance that was recommended from the Planning Commission.

Cm. Hartwick moved, seconded by Cm. Johnson to send the ordinance to its second reading. Motion carried.

b. Recommendation from Public Works Committee to approve 2019 public works projects, as budgeted.

Engineer Selle previewed the projects budgeted for 2019 including: crack fill/seal, seal coating, rehabilitation of streets, sidewalk, bike path, parking lot improvements, electrical department upgrades, sanitary sewer, water and stormwater program.

Cm. Hartwick moved, seconded by Cm. Johnson to approve the recommendation from Public Works Committee to approve 2019 public works projects as budgeted. Motion carried on a roll call vote.

NEW BUSINESS

a. Review and approve Fire Department Construction Management Contract.

Chief Rausch reviewed the action taken by Council on January 15th approving a design service contract with Keller Builders for design of the fire station renovation. Over the past five weeks, Staff has met with representatives from Keller to negotiate a contract that all parties feel is appropriate. Through the negotiations, they were able to realize a 4.5% (approx. \$180,000 in savings) project cost savings on the construction management costs.

Cm. Lescohier moved, seconded by Cm. Hartwick to approve the Fire Department Construction Management Contract with Keller Inc. and move the project through the design phase, prepare all documents needed for bidding and construction management to be released in December 2019, Construction Manager's Fee at 5% or \$230,407 and Cost of General Requirements at 8% or \$341,345. Motion carried on a roll call vote.

b. Review and approve adoption of Jefferson County Emergency Management Hazard Mitigation Plan and Resolution.

Chief Rausch had participated in a county-led workshop to develop priorities to identify mitigation needs in relation to natural hazardous impacting the county and the city. During this process, several potential local projects were identified that may be funded through federal mitigation grants. Approving and adopting the plan by resolution carries no financial impact of this budget year or any other without the projects being included in future capital plans.

Cm. Hartwick moved, seconded by Cm. Johnson to approve and adopt Resolution of Jefferson County Emergency Management Hazard Mitigation Plan and Resolution. Motion carried on a roll call vote.

MISCELLANEOUS

a. Authorize chargeback of unpaid delinquent personal property taxes from 2017 tax roll.

Clerk Ebbert reviewed the two accounts eligible to chargeback to taxing jurisdictions. Both businesses closed with a new buyer or someone taking over the property of the business.

Cm. Kotz moved, seconded by Cm. Johnson to authorize chargeback of unpaid delinquent personal property taxes from 2017 tax roll and the chargeback amount of \$29.31 to be recorded as uncollectable. Motion carried.

b. Granting operator licenses.

Cm. Hartwick moved, seconded by Cm. Johnson to approve the granting of operator licenses. Motion carried.

c. City, Sewer, Water and Stormwater Utility Financial Statements as of January 31, 2019.

Cm. Kotz moved, seconded by Cm. Johnson to accept and file the City, Sewer, Water and Stormwater Utility Financial Statements as of January 31, 2019. Motion carried.

CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS

a. Verified claims.

3 of 4

Cm. Lescohier moved, seconded by Cm. Johnson to approve the list of verified claims submitted by the Director of Finance and authorize payment. Motion carried on a roll call vote.

ADJOURNMENT

Cm. Kotz moved, seconded by Cm. Hartwick to adjourn the meeting. Meeting adjourned at 8:39 pm.

Respectfully submitted,
Michelle Ebbert
City Clerk/Treasurer

4-a

**NOTICE OF A PUBLIC HEARING
IN THE MANNER OF REVIEWING THE
2018 ANNUAL REPORT ON THE
MUNICIPAL SEPARATE STORM SEWER SYSTEM**

OFFICIAL NOTICE IS HEREBY GIVEN that a public hearing will be held before the City Council of the City of Fort Atkinson, Jefferson County, Wisconsin, for the purpose of soliciting public input on the 2018 Annual Report for the City's Municipal Separate Storm Sewer System. This annual report is part of the requirements for the Phase II Permit that the City has from the Department of Natural Resources.

Said Public Hearing will be held in the Council Chambers of the Municipal Building on Tuesday, March 19, 2019 at 7:00 p.m.

Any interested party will be given the opportunity to be heard at that time. A copy of the 2018 Annual Report is available for review at the Municipal Building, 101 North Main Street, and Dwight Foster Public Library, 209 Merchants Avenue, during regular business hours. The report is also on the City's website at www.fortatkinsonwi.net under Storm Water Management Plan.

If you have special needs or circumstances which make community or accessibility difficult at the meeting, please call (920) 563-7760 and accommodations will, to the fullest extent possible, be made available on request by a person with a disability.

3-11-19

/s/ Michelle Ebert, City Clerk,

WNAXLP

1 of 1

6-a

American Legion Post 166
Memorial Day Committee
Daniel Juday, Secretary

W4887 State Rd 106
FORT ATKINSON, WI. 53538

March 1, 2019

City Council
City of Fort Atkinson
111 North Main St.
Fort Atkinson, WI. 53538

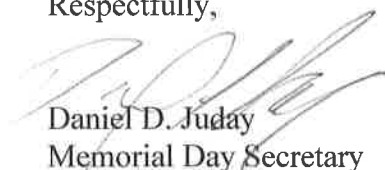
Re: Memorial Day Program

Councilmembers,

The Memorial Day Committee of Fort Atkinson respectfully requests permission to hold a parade on Monday, May 27, 2019 at 10 AM for the purpose of honoring service members who have given the ultimate sacrifice in defense of our country. The parade will begin at the American Legion Post 166(201 S Water St E.) in the city of Fort Atkinson and continue northbound on Main St. to the Evergreen Cemetery.

On behalf of the Memorial Day Committee, I would further like to invite the members of the City Council, as well as the City Manager, to ride in the Memorial Day Parade. Transportation will be furnished to the cemetery and back to the Dugout. We would ask that all who wish to participate be at the Legion Dugout at no later than 9:45 am on that day. Contact parade vehicle POC Bill Imsland(also Legion Commander) upon arrival.

Respectfully,



Daniel D. Juday
Memorial Day Secretary
Phone: (920) 747-0691
IFish@Compufort.com

1 of 1

March 7, 2019

Mr. Matt Trebatoski
City of Fort Atkinson
101 N. Main St.
Fort Atkinson, WI 53538

Dear Mr. Trebatoski:

This is our formal request to be included in the agenda for a March City Council meeting. The 5th Annual "Dairy Day at the MOOseum" is scheduled for Saturday, June 15th at the Hoard Historical Museum. We would like to request the closure of Foster Street from 4th Street South to Whitewater Avenue for the loading and unloading of cows as well as for the use of the street during the cow parade (15-20 minutes maximum).

In the past, the street has been accessible to emergency personnel and for residents but closed to thru-traffic. Residents along the block are notified regarding the closure and invited the free event at the Museum. We would ask that the Department of Public Works place temporary barricades at the intersections of 4th Street South and Foster Street as well the intersection of Whitewater Avenue and Foster Street by Friday, June 14th. Museum staff and volunteers can place the barricades in the street once the event begins.

We are happy to work with city personnel in the organization of this event, and would appreciate the opportunity to answer any questions the council may have.

Sincerely,



Merrilee Lee
Museum Director
Hoard Historical Museum

6-C

March 7, 2019

Mr. Matt Trebatoski
City of Fort Atkinson
101 N. Main St.
Fort Atkinson, WI 53538

Dear Mr. Trebatoski:

This is our formal request to be included in the agenda for a March City Council meeting. The 26th Annual Rendezvous is scheduled for Memorial Day Weekend, May 25th-26th. Friday, May 24th is closed to the public, but open for School Day. We would like to officially request use of the grounds at Rock River Park for this event. We would also ask that the city waive the City Ordinance allowing the discharge of black powder guns.

As you are aware, this event utilizes the historic fort replica, the parking areas in and around the municipal pool, the Rotary Shelter, public restrooms, and Hachtel football fields.

We are happy to work with city personnel in the organization of this event, and would appreciate the opportunity to answer any questions the council may have.

Sincerely,

Merrilee Lee

Merrilee Lee
Museum Director
Hoard Historical Museum



POLICE DEPARTMENT

Adrian J. Bump
CHIEF OF POLICE

03/08/19

To: Fort Atkinson City Council

From: Chief Adrian Bump

Black Powder Gun Discharge at Buckskinner Rendezvous 2019

Based on this request, I do not have any concern with the discharge of black powder guns at this event as long as the weapons used are limited to black powder and are used at the specific location within the park designed to safely contain weapon discharges. As an added safety measure, I would offer one of my agencies Firearms Instructors/Range Masters to perform a safety check of the weapons and an inspection of the loads used for these weapons prior to the event if needed.

I have previously met with Mr. Winn and received an overview of the event and specifics of the request. Based on my knowledge of the event and other similar events, I feel this event will be safe and managed appropriately to ensure a successful family focused event in our community.

Respectfully submitted,

Adrian Bump
Chief of Police
City of Fort Atkinson

282



6-d

CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: March 14, 2019

TO: City Council
FROM: Matt Trebatoski, City Manager
SUBJECT: Proclamation for Intersectional Peony City of WI

Background:

Annually since 2012, the City Council has approved a request to pursue a Proclamation from the State of Wisconsin designating the City as the Intersectional Peony City of Wisconsin.

Discussion:

The Hoard Historical Museum would again like the City Council to pursue a Proclamation from the State of Wisconsin naming the City as the Intersectional Peony City of Wisconsin. The purpose of the Proclamation is to recognize Fort Atkinson's distinction as the City with the largest public intersectional peony garden in North America; to recognize Fort Atkinson as the home of Roger F. Anderson, who is one of the world's first producers to successfully create the hybrid peony cultivar, now known as the intersectional peony, and who has perfected the hybrid peony business world-wide for over 40 years; to recognize Fort Atkinson as the home of the "Bartzella" Intersectional Peony, considered by experts to be "the most perfect yellow peony in the world"; and to continue to promote Fort Atkinson as a unique gardening destination in Wisconsin.

The Museum plans to again recognize Roger and Sandra Anderson for their expertise in intersectional peonies at a gathering on June 1, 2019 and is requesting the same designation from the State. This beautiful display of peonies is available for viewing at the Museum by all visitors.

Financial Analysis:

None.

Staff Recommendation:

Staff is recommending that a request for a Proclamation from the State of Wisconsin be pursued declaring the City of Fort Atkinson be named Intersectional Peony City of Wisconsin and that Roger and Sandra Anderson be recognized for their accomplishments as well.

1 of 2

WHEREAS; the City of Fort Atkinson, Wisconsin, is the home to the largest public Intersectional Hybrid Peony Garden in North America located at the Hoard Historical Museum and so named the Roger F. and Sandra L. Anderson Intersectional Peony Garden; and

WHEREAS; the Anderson Intersectional Peony Garden at the Hoard Historical Museum in Fort Atkinson, Wisconsin features 58 named Roger F. Anderson intersectional hybrid peonies which bloom during the Wisconsin peony season; and

WHEREAS; the Hoard Historical Museum is home to two of the newest Roger F. Anderson intersectional hybrid peonies, "Mary C. Hoard" and "W.D. Hoard", so named to exclusively honor important leaders in Fort Atkinson, Wisconsin's history; and

WHEREAS; the City of Fort Atkinson, was the long-time home of Roger F. and Sandra L. Anderson, who established their hybrid peony business, Callie's Beaux Jardins in 1978; and

WHEREAS; Roger F. Anderson is one of the world's foremost producers of intersectional peony hybrids; and

WHEREAS; Roger F. Anderson, at his peony nursery, has continually created, developed, improved, and advanced the hybrid peony business world-wide for over 45 years; and

WHEREAS; Roger F. Anderson has bloomed nearly 600 hybrid peony varieties since 1980, breaking many hybridizing barriers in the peony industry; and

WHEREAS; the City of Fort Atkinson, Wisconsin is the home of Roger F. Anderson's famous "Bartzella" Intersectional Peony, which after 15 years of diligent work, first bloomed in 1986, and is considered by peony experts to be "the most perfect yellow peony in the world", and which received the highest American Peony Society Gold Medal Award, and the Royal Horticultural Society Award of Garden Merit in 2012.

NOW, THEREFORE, I, Tony Evers, Governor of the State of Wisconsin,
do hereby proclaim

FORT ATKINSON, WISCONSIN
as the INTERSECTIONAL PEONY CITY
OF WISCONSIN

on Saturday, June 1, 2019

and I commend this observance to all Wisconsin citizens.

IN TESTIMONY

2 of 2



6-e

PROCLAMATION

WHEREAS Colorectal cancer is the second-leading cause of cancer deaths in the U.S. among men and women combined but there is currently no cure;

WHEREAS one in twenty men and one in twenty-four women will be diagnosed with colorectal cancer in their lifetimes;

WHEREAS there are now more than one million survivors of colorectal cancer in the United States;

WHEREAS the national goal established by the National Colorectal Cancer Roundtable is 80 percent of Americans ages 50 and older be screened in every community;

WHEREAS if the majority of people in the United States age 50 or older were screened regularly for colorectal cancer, half of all cases could be prevented entirely;

WHEREAS it's critical that all people, of all ages, know the signs and symptoms of the disease; and

WHEREAS observing a Colorectal Cancer Awareness Month during the month of March would provide a special opportunity to offer education on the importance of early detection and screening.

NOW THEREFORE, I, MATT TREBATOSKI, CITY MANAGER OF THE CITY OF FORT ATKINSON, do hereby proclaim March 2019 as: COLORECTAL CANCER AWARENESS MONTH.

IN TESTIMONY WHEREOF, I have hereunto set my hand this _____ of March, 2019.

Matt Trebatoski, City Manager

1 of 1

7-a

ORDINANCE NO. _____

The City Council of the City of Fort Atkinson does hereby ordain as follows:

That Chapter 15, ZONING ORDINANCE, Section 15.6.5, ZONING MAP, be amended so as to change the zoning of the following described property from C-3 (General Commercial) to C-5 (Downtown Business).

All of Block 12 of the original plat of the City of Fort Atkinson
(Parcel #226-0514-0414-097, Parcel #226-0514-0414-098 and
Parcel #226-0514-0414-099).

Said parcels are located at 124 West Milwaukee Avenue and 101 South Water Street West.

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

This ordinance shall take effect and be in force from and after the date of its passage and publication.

Adopted: _____, 2019.

President of the City Council

ATTEST:

Michelle Ebbert, City Clerk

1 of 1

**FORT • ATKINSON**

Permit Report

02/01/2019 - 02/28/2019

| Permit # | Permit Location | Owner Name | Project type | Permit Description | Estimated Project Cost | Total Fees |
|------------------------------------|-----------------|------------------|----------------------|--------------------------------|------------------------|-----------------|
| Group: Add/Alter Commercial | | | | | | |
| 20373 | 225 N Main St. | McDonald's Corp. | Add/Alter Commercial | Remodeling existing restaurant | 512,000 | \$840.20 |
| | | | | | | \$840.20 |

Group Total: 1**Group: Electrical**

| | | | | | | |
|-------|----------------------|-------------------------|------------|---|---|-------------------|
| 20378 | 310 N. Fourth St. | Louis Lessor | Electrical | 7 openings; 220V outlet | 0 | \$40.25 |
| 20380 | 342 Whitewater Ave. | Casey's Marketing Co. | Electrical | > 600 amp service, 300 openings, 30 direct wire, 4-220V. 2 elec. htg. 2 fans, 2 A/C, 3 motors | 0 | \$550.00 |
| 20381 | 1215 W. Cramer St. | Justin Branstad | Electrical | 100 amp service | 0 | \$55.00 |
| 20382 | 424 - 426 Foster St. | Dennis Vogel | Electrical | 200 amp service | 0 | \$60.00 |
| 20384 | 525 Memorial Dr. | Wellington Meadows | Electrical | 43 openings; exhaust fan | 0 | \$67.25 |
| 20385 | 200 S. Water St. W. | Wellington Place | Electrical | 38 openings; exhaust fan | 0 | \$63.50 |
| 20390 | 1135 N. Main St. | Rosella Ballerini-Kolow | Electrical | 100 amp panel, 19 openings | 0 | \$75.25 |
| 20391 | 205 Park St. | JF Luther School | Electrical | 60 openings | 0 | \$75.00 |
| 20392 | 1635 Premier Pl | Matthew Denoyer | Electrical | 50 openings | 0 | \$67.50 |
| 20394 | 201 N. Main St. | Badger47 (201 Creamery) | Electrical | 5 openings | 0 | \$33.75 |
| | | | | | | \$1,087.50 |

Group Total: 10

1 of 3

| Permit # | Permit Location | Owner Name | Project type | Permit Description | Estimated Project Cost | Total Fees |
|----------|-----------------|------------|--------------|--------------------|------------------------|------------|
|----------|-----------------|------------|--------------|--------------------|------------------------|------------|

Group: Fence

| | | | | | | |
|-------|---------------------|----------------|-------|------------------------------|-------|-----------------|
| 20379 | 517 Lexington Blvd. | Eugene Treptow | Fence | PVC - 6' fence -- wide yards | 5,500 | \$55.00 |
| 20383 | 810 Riverside Dr. | Dave Covey | Fence | Chainlink fence in rear yard | 4,220 | \$55.00 |
| | | | | | | \$110.00 |

Group Total: 2

Group: HVAC

| | | | | | | |
|-------|-------------------|-------------------------|------|-----------------------|---|-----------------|
| 20374 | 514 Commander Ct. | Rodney Hetts | HVAC | New furnace & AC | 0 | \$135.00 |
| 20375 | 518 Commander Ct. | Alison Griedl | HVAC | New furnace & AC | 0 | \$135.00 |
| 20386 | 225 N Main St. | McDonalds Corp. | HVAC | Duct alterations | 0 | \$60.00 |
| 20389 | 1503 Montclair Pl | Donald & Cindy Fehlauer | HVAC | Replace Furnace & A/C | 0 | \$100.00 |
| 20395 | 501 Grant St. | Dave Triebold | HVAC | Replace Furnace | 0 | \$65.00 |
| | | | | | | \$495.00 |

Group Total: 5

Group: Plumbing

| | | | | | | |
|-------|--------------------|------------------|----------|---------------------|---|-----------------|
| 20376 | 19 Wilson Ave | Mike Dudzek | Plumbing | water closet & lav. | 0 | \$42.00 |
| 20377 | 310 N 4th St. | Louis Lessor | Plumbing | lav, WC and laundry | 0 | \$48.00 |
| 20387 | 225 N Main St. | McDonald's Corp. | Plumbing | 15 Fixtures | 0 | \$120.00 |
| 20388 | 213 Washington St. | Alvaro Cortez | Plumbing | 6 fixtures | 0 | \$66.00 |
| | | | | | | \$276.00 |

Group Total: 4

Group: Sign

| | | | | | | |
|-------|---------------|----------------|------|-----------------|-----|----------------|
| 20372 | 96 S Main St. | Mike Hellekson | Sign | Wall mount sign | 800 | \$55.00 |
| | | | | | | \$55.00 |

Group Total: 1

| Permit # | Permit Location | Owner Name | Project type | Permit Description | Estimated Project Cost | Total Fees |
|----------|-----------------|------------|--------------|--------------------|------------------------|------------|
|----------|-----------------|------------|--------------|--------------------|------------------------|------------|

Group: Single Family Alteration/Addition

| | | | | | | |
|-------|-----------------|-----------------|-----------------------------------|--------------------------------|-------|----------------|
| 20393 | 1635 Premier PI | Matthew Denoyer | Single Family Alteration/Addition | Finish of basement family room | 6,500 | \$75.00 |
| | | | | | | \$75.00 |

Group Total: 1

| | | | | | | |
|--|--|--|--|--|--|-------------------|
| | | | | | | \$2,938.70 |
|--|--|--|--|--|--|-------------------|

Total Records: 24

3/4/2019

Dated this 4th day of March, 2019.

Brian Juarez
 Brian Juarez, Building Inspector
lc

**CITY OF FORT ATKINSON
JOINT CITY COUNCIL / PLAN COMMISSION ~ MARCH 5, 2019**

CALL THE MEETING TO ORDER FOR THE PLAN COMMISSION AND CITY COUNCIL
Pres. Becker called the meeting to order at 5:30 pm.

PRESENT:

Plan Commission: Cm. Greenhalgh, Cm. Kutz, Cm. Scherer, Cm. Lescohier, Engineer Selle and Manager Trebatoski. City Council: Cm. Kotz, Cm. Johnson, Cm. Lescohier, Cm. Hartwick and Pres. Becker. Also present: City Clerk, City Attorney, Asst. City Engineers, Wastewater Supervisor, Building Inspector and Parks & Rec Director.

Excused absence: Planning Commission Member Frame.

VERIFICATION OF PROPER LEGAL NOTICE

The Notice was published in the Daily Jefferson County Union on January 30, 2019.

PRESENTATION OF THE PROPOSED PLAN BY THE CONSULTANT AND CITY STAFF

Vandewalle & Associates reviewed the agenda for the meeting and the meetings that have been held up to this point.

PUBLIC HEARING REGARDING PROPOSED PLAN

a. Open Public Hearing by (City Council and) Plan Commission

Chairperson Manager Trebatoski opened the public hearing.

b. Reading of submitted comments

Ben Rohr from Vandewalle read three submitted documents.

1. January 22nd submitted by Heart of the City provided 8 items to be considered that are noted below.
2. January 31st submitted by Jan Lasch requesting more retail business, especially downtown, and for the City to spend money to assist with merchants to improve their business
3. February 20th submitted by Manager Trebatoski to include the Stormwater Master Plan

c. Statements and questions from the public

Sue Ebbert, N2795 Ebbert Lane – received a letter dated December 21st from Vandewalle informing them of the Comprehensive Plan. She was told they received the letter because they have a quarry. She asked what will change for them.

Leslie LaMuro, 316 Craig St – concern with going to third reading and adoption without additional public comment.

Frankie Fuller, Buena Vista Rd – echo comments by Ms. LaMuro. She is concerned about flooding in the area being a resident along the Rock River, in a surrounding town. Her trees are starting to look like they are suffering. She spoke of grant to assist with costs of materials to assist with flooding. She asked about the stormwater pond by Andersons, if any of the stormwater management is going to correct any problems there.

d. *Plan Commission & City Council questions*

Cm. Greenhalgh inquired on the agenda for approving and adopting the ordinance at this meeting.

Cm. Hartwick agreed on the comments regarding the final approval of the Comprehensive Plan without the final document in front of the Commission and Council.

e. *Closing of Public Hearing by (City Council) Plan Commission*

Chairman Trebatoski closed the public hearing.

RESPONSE TO PUBLIC HEARING QUESTIONS BY CONSULTANT AND CITY STAFF

Vandewalle provided responses on the public and committee comments.

Heart of the City submitted comments:

1. *Partnering with appropriate organizations to enhance efforts that go beyond the minimum requirements necessary to retain our status as a Bird City and Tree City, such as using native and pollinator plants where possible.*
2. *Improving and expanding mixed-used development particularly in the downtown area.*
3. *Decreasing minimum square footage, lot sizes and setbacks to allow for increased density in and flexibility in attaining highest use for redevelopment of parcels and development of green space. In upcoming subdivisions code review, encourage traditional neighborhood design by including definitions, procedures and systems for accomplishing it.*
4. *Adding charging stations for electric vehicles where appropriate and feasible, such as public parking lots. Examine where policies that further the exclusivity of automobiles as the primary options for intra-city transportation. Where sensible, diver resources to create pathways for lighter, less fossil fuel dependent public and private transportation alternatives. Making a commitment to purchase and use vehicles that use renewable energy sources.*
5. *Setting a goal to increase the use of renewable energy, particularly photovoltaic systems on public buildings. Outline a timeline and financial strategy to reach the goal.*
6. *Recruiting and supporting, by offering recognition and respect, the assistance of nonprofit groups to perform vital and complementary services that City staff does not now have the capacity to fulfill. Examples are collaborations to protect and enhance the natural resources of the community; welcoming and acclimating newcomers especially those with language barriers; serving as an information source for social services provided by the city, county and non-profits; economic people centered development to enhance 'economic gardening' and 'incremental development' and other identified needs.*
7. *Limiting growth as much as possible to remain within the current city boundaries. Information from the University of Wisconsin and other sources have documented changing weather patterns that conclude that southern Wisconsin trends toward a wetter climate. With the Rock River coursing through the center of town, concerns about flooding are real. Protecting our wetlands can help mitigate some of that flooding and the great costs of damage when floods occur. It is accepted among planners and environmental experts that flooding in Madison in 2018 would have been much worse had it not been for the healthy wetlands that dot and surround the city.*

8. *The edits of science and community happiness as defined and measured by the United Nations should be given equal or greater weight in our city decision making than the edicts of economics.*

Comments and discussion continued on the submitted suggestions. Many of the suggestions have already been included in various sections of the plan.

- Bird City and Tree City can be added to the plan text in the Natural Resources of the plan.
- Comprehensive Plans do not contain specific timelines as suggested. Setting goals to increase use on renewal energy is addressed in the plan.
- Discussion entailed on including language in the comprehensive plan about volunteers. Similar language has not been included in the past however several hundred volunteers assist throughout the city on a regular basis. Manager Trebatoski noted that when directly related to city services, facilities or programs it is usually part-time and full-time staff participating due to liability or worker's compensation. Comm. Kutz re-read the portion of the letter from the Heart of the City that the city offer recognition and respect the assistance of non-profit groups.
- Renewal energy with timeline and strategy. It is clear that renewal energy is an important part of the equation. Sustainability is addressed in several places throughout the plan.
- Protecting wetlands and limit growth outside of city limits. State laws limit wetland developments. The Comprehensive Plan recommends land for development beyond city boundaries. A good portion of the Plan promotes growth and discusses annexation. Manager Trebatoski pointed out on page 3 of provided changes looks at using language that was derived from place making workshop.
- Cm. Kotz noted it is important to encourage looking at anything in the future with common sense and to be able to look at all alternatives and not create limitations or add statements that do not allow specific projects or growth.
- Comments submitted from resident Jan Lasch, Vandewalle feels that is addressed in the Plan.
- Discussed the suggestion of exploring and implementing the stormwater management plan; an update will be added to the public facilities section.

Public questions and comments:

Public comments made by Mrs. Ebbert – Mrs. Ebbert wonders why every resident within the three-mile radius was not notified. She wonders why the others Towns are not present. State law requires anyone with a registered quarry receive notification of the public hearing. All surrounding Townships were notified of the public hearing and process of the Comprehensive Plan.

The Plan Commission and City Council referenced the discussions and importance of allowing public comment and several readings prior to adoption.

Vandewalle will provide an updated version and note additions or changes as a result of this meeting. Comments on the next Council agenda to include the Comprehensive Plan, March 19th meeting.

DISCUSSION OF PROPOSED PLAN BY PLAN COMMISSION AND CITY COUNCIL

PLAN COMMISSION REVIEW AND APPROVE RESOLUTION RECOMMENDING THE PLAN TO THE CITY COUNCIL

No action was taken.

CITY COUNCIL REVIEW AND APPROVE ORDINANCE ADOPTING THE PLAN

No action was taken.

PLAN COMMISSION AND CITY COUNCIL ADJOURNS

Cm. Kotz moved, seconded by Cm. Hartwick to adjourn the Plan Commission and City Council meeting. Meeting adjourned at 6:48 pm.

Respectfully submitted
Michelle Ebbert
City Clerk/Treasurer

8-C

CITY OF FORT ATKINSON
Plan Commission ~ March 12, 2019
1,006th Meeting

CALL TO ORDER.

The meeting was called to order by Manager Trebatoski in the Council Chambers of the Municipal Building at 4:00 pm.

ROLL CALL.

Present: Commissioners Scherer, Kutz, Lescohier, Manager Trebatoski and Engineer Selle. Also present: City Attorney, Building Inspector and City Clerk/Treasurer.

Excused absence: Cm. Frame and Cm. Greenhalgh.

APPROVAL OF MINUTES OF FEBRUARY 12, 2019 PLAN COMMISSION MEETING.

Cm. Kutz motioned, seconded by Cm. Scherer to approve the minutes of the February 12, 2019 Plan Commission meeting. Motion carried.

REVIEW AND APPROVE PRELIMINARY CERTIFIED SURVEY MAP CREATING A TWO ACRE PARCEL AT N1023 COUNTY HWY K AND REZONING TO A-3 (NON PRIME RESIDENTIAL) (EXTRA-TERRITORIAL)

Engineer Selle reviewed the request. Departments reviewed without comments or concerns.

Cm. Scherer moved, seconded by Cm. Lescohier to refer to the City Council to approve Preliminary Certified Survey map creating a two-acre parcel at N1023 County Hwy K and rezoning to A-3 (non-prime residential) (extra-territorial). Motion carried.

REVIEW AND APPROVE CONDITIONAL USE ALLOWING FOR ASSEMBLY AND OUTDOOR STORAGE OF METAL STRUCTURES AT 1401 N. HIGH STREET

Engineer Selle reviewed the request for the western half of the existing, vacant building. The tenant's business will include light assembly and fabricating. Deliveries of material will be stored indoors and upon completion, delivered to customer. No outside storage will exist except for assembled units for display. A sign may be added in the future to existing pedestals. Departments reviewed the request and had minor concerns that were addressed by the applicant and property owner.

Cm. Lescohier moved, seconded by Cm. Kutz to approve conditional use allowing for assembly and outdoor storage of metal structures at 1401 N. High Street to fabricate, assembly and sell carports.

ADJOURNMENT.

Cm. Scherer moved, seconded by Cm. Kutz to adjourn. Meeting adjourned at 4:07 pm.

Respectfully submitted
Michelle Ebbert
City Clerk/Treasurer

1 of 1



9-a

CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: March 15, 2019

TO: City Council

FROM: Tim Hayden

SUBJECT: SCADA SYSTEM ADDITIONS

Background:

The SCADA system at the Water Utility is currently being replaced. This project has a short timeline since the current SCADA system is failing. With this short timeline some items that are normally found in the design process were missed. Now that the Utility is working with MSA and Altronex on the installation of the SCADA system we have recognized the following additional improvements for the project that should be addressed.

1. The MCC (Motor Control Center) at Well #5 lacks control system drawings, and requires continuous service due to the age of the control equipment. The booster pump control utilizes a single VFD (Variable Frequency Drive) with 10+ switching contactors which offers no redundancy or power savings. Jeff Armstrong has spoken with myself and Altronex about the importance of this update and agrees that now is the appropriate time to correct these issues.

This project is a change order for the current SCADA project being preform by Altronex. This update will allow for power monitoring capabilities for the booster pumps. It will also provide an additional VFD which will provide redundancy that we currently do not have, and will allow the second booster pump to run more efficiently when it is needed. This update will also allow Altronex to provide the utility with a complete set of control system drawings that will allow us to maintain the equipment in the future. The quote for this work is **\$18,920.00**

2. In order to collect draw down readings from the wells, pressure transducers need to be installed. This task will be performed by SUEZ who we currently use for all of our well maintenance needs. This task will require 20 hours of labor at \$245/hour for a total of **\$4,900.00**.
3. MSA has performed several tasks above and beyond the original scope of the project. They attended the interviews of the system integrators and assisted with the construction contracts with Altronex and Current Electric. Furthermore, the work at Well #5 that Altronex will be preforming will result in 39 additional hours of work for MSA. The total cost for these tasks is **\$7,350.00**.
4. Anticipating additional items that may come up, we would like to request a contingency fund in the amount of \$8,830 that can be used with the approval of myself, the City Engineer, and the City Manager. This is 2.6% of the total project and we have identified this amount, if needed, within the existing CIP budget. We are already investigating the addition of power monitoring

1 of 9



for the pumps at each well which may tap into this contingency if the potential for power cost savings can be justified.

Financial Analysis:

The total cost of this additional work noted above is \$31,170.00 and the requested contingency is \$8,830.00. We will use the following adjustments to the 2019 CIP to cover these costs:

| ITEM | REASON FOR CHANGE | COST |
|---|---|----------|
| Well Head Protection Plan from 2017 CIP | WRWA will be helping us create this at no charge | \$8000 |
| Kerf Cutter | This tool will be purchased at the end of the year if funds are available. | \$4000 |
| Water System Update | We anticipate this item costing less than budgeted | \$5,500 |
| Billing Software | This item ended up costing less than budgeted | \$1,500 |
| New Installations | The amount of installs for 2019 has been adjusted to allow for this reduction in the budget | \$9,000 |
| 1- 6" Water Meters | I do not anticipate purchasing any meters of this size in 2019. | \$5,000 |
| 5/8" Meters | Came in under budget for 2019. | \$7,000 |
| | Total | \$40,000 |

Approval of the additional work will increase the total budget for the new SCADA System with contingency to \$332,400.

Recommendation:

The utility recommends approving these additional tasks totaling \$31,170.00 and an additional \$8,830.00 for a contingency fund, activated with the approval of the City Manager, City Engineer, and myself.

2 of 9

PROPOSAL



Altronex Control Systems

A Division of L. W. Allen, LLC

Excellence, By Design

Phone 608.222.8622

Fax 608.222.9414

4633 Tompkins Drive
Madison, WI 53716

Tim Hayden
Fort Atkinson Water Utility
37 N. Water Street W
Fort Atkinson, WI 53538
THayden@fortatkinsonwi.net

PROPOSAL ID: 19021509FMK
REFERENCE: Well 5 MCC Updates
LOCATION: Fort Atkinson, WI - Water Utility
BID DATE: February 15, 2019

TERMS: NET-30 DAYS PER ATTACHED TERMS AND CONDITIONS

FREIGHT IS F.O.B. ORIGIN – ALLOWED

ADDENDUM __ ACKNOWLEDGED

PRICES DO NOT INCLUDE SALES OR USE TAXES

| ITEM | QUAN | DESCRIPTION | TOTAL PRICE |
|------|------|---|-------------|
| | | L.W. Allen and its Altronex Control Systems division are pleased to provide a quotation for the following equipment and services. The motor control center at Jones Park Well 5 lacks control system drawings and requires continuous service due to the age of the control equipment. The booster pump control utilizes a single VFD with 10+ switching contactors which offers no redundancy or power savings. Altronex will provide the following installation and services based on email sketch and spec/direction from Kurt @ MSA Professional Services. | |
| A | 1 | MOTOR CONTROL SYSTEM UPGRADES <ol style="list-style-type: none">1. Remove existing auto-transformer and (3) motor control contactors for BP501 in MCC section 4.2. Remove existing auto-transformer and (3) motor control contactors for BP502 in MCC section 53. Remove existing (4) motor control contactors for existing VFD in section 3.4. Remove existing distribution lugs as they are failing in section 4 & 5.5. Remove control power from existing VFD breaker in section 3 and extend/connect to BP501 branch breaker in same section. Label existing VFD breaker as spare.6. Extend load wiring from existing VFD to BP501 motor.7. Section 6: Remove all control logic for all local control functions. Remove well pump and booster pump run/fail indicators and HOA selector switches and replace with new. Remove local/remote switches for Well 5 and BP501/BP502 and remove existing reset pushbuttons. Install cover plate below existing HOA switches and paint to match existing door.8. Install SVX9000 VFD with Ethernet interface to right side of existing VFD for BP502. Connect to existing MCC in similar fashion as BP501 VFD. Wire line to BP502 breaker and extend load wiring to BP502 motor. Connect CAT5E cable to new Ethernet switch in section 7. Provide power monitoring capability for booster pump on SCADA.9. Install Ethernet interface in existing BP501 VFD and connect CAT5E cable to new Ethernet switch in section 7. Provide power monitoring capability for booster pump on SCADA.10. Install new line reactor in BP502 section 5 and move existing line reactor for BP501 VFD into BP501 section 4. Cover existing holes in section 7.11. Install new control logic on new backpan in section 6 for well pump and booster pump local functions. | |

Visit us on the Web at <http://www.lwallen.com>

MEMBERS: AWWA – WEF – WRWA – WWOA

3 of 9

ALTRONEX PROPOSAL (Cont.)Page: 2 of 3Reference: Well 5 MCC Updates

| ITEM | QUAN | DESCRIPTION | TOTAL PRICE |
|------|------|---|-----------------|
| | | 12. Submittal drawings and O&M documents per current contract. 13. Provide installation and startup services 14. Complete CAD drawings for MCC. 15. 1 year warranty for new items. | |
| | | TOTAL PRICE ITEM A | \$18,920 |

ACCEPTED THIS ____ DAY OF _____, 20____

PRICE FIRM FOR 30 DAYS

SUBMITTED THIS:

February 15, 2019_____
NAME OF PURCHASER

BY: _____

L.W. ALLEN, INC.-BY:



NAME & TITLE

Mark Kane

Terms and Conditions

Controlling Provisions: These terms and conditions shall supersede any provisions, terms, and conditions contained on any purchase order or other written form Buyer may use or provide (whether received by Seller prior or subsequent to date hereof), and the rights of the parties shall be governed exclusively by the provisions, terms, and conditions hereof.

Quotations and Acceptance: Acceptance of a quotation, whether by a separate purchase order or by other means, shall constitute an acknowledgment and approval of the quotation as written and an acceptance of the Terms and Conditions hereof. Written quotations shall expire on the date specified in the quotation or, in the absence of such specification, thirty calendar days from the date issued. Seller may, by written notice, terminate a quotation at any time prior to acceptance. Any purchase order received after expiration of a quotation, which Seller honors, shall be subject to all of the Terms and Conditions hereof.

Submittal Drawings: Submittal of drawings for approval, if required, will be made after receipt of complete information from buyer. The quantity of the submittal drawings will be as specified in the contract documents. Additional sets will be supplied at \$150.00 per set. Return to Seller of one (1), final approved drawing constitutes notice to Seller to proceed with manufacturer. If this order is conditioned upon "engineer approval" Seller requires written notification from buyer in the form of approved submittal data.

Force Majeure: Seller shall not be liable for failure to deliver or perform, for any delay in the performance of orders or contracts, or in the delivery of shipment of goods, or for any damages suffered by the buyer due to such delay or failure, when the delay or failure is, directly or indirectly, caused by or arises from delays of suppliers or carriers or any other cause beyond Seller's control.

Prices and Taxes: All prices are F.O.B. factory unless expressly stated otherwise. Prices do not include sales, excise, municipal, state or other governmental taxes. Buyer shall be responsible for all taxes.

Credit Approval: The credit terms specified on the face hereof are subject to Seller's continuing approval of Buyer's credit. Seller may withdraw the extension of credit and require modified payment terms if, in Seller's sole judgment, Buyer's credit or financial standing is impaired to the point where Seller in good faith deems itself insecure.

Delivery: Unless otherwise specified in this quotation, delivery will be F.O.B. Seller's point of shipment. Buyer will accept delivery within twenty (20) days after Seller notifies Buyer that the equipment is ready for shipment. If Buyer does not furnish exact shipping instructions within ten (10) days after acceptance of this proposal, Seller will select, at its discretion, the means and terms of shipment. Seller will not be liable for any loss resulting from such selection. The time of delivery is an estimate only, and Seller may change such time if it does not receive the information and approvals necessary to proceed with the manufacture of equipment.

Title, Risk of Loss, Inspection of Equipment: Title and risk of loss to the equipment shall pass to Buyer upon delivery of the equipment to the carrier. Buyer shall immediately inspect equipment upon receipt and any damage must be noted on the carrier's bill of lading at time of receipt. Seller is not liable for any shortages or nonconformance unless notified by Buyer within 10 days of Buyer's receipt of the equipment. Buyer will make all claims for loss or damage in transit against the carrier.

Changes, Cancellations, Returns: All changes, cancellations, or returns must have Seller's prior written approval and are conditional on compliance with manufacturer's cancellation/return policies and subject to restocking fees and service charges. Authorized returned equipment must be packaged and shipped prepaid to manufacturer.

Payment: Unless the Seller extends alternative credit terms, 90% of the total purchase price is due net 30 days after delivery of equipment (but in all cases prior to field service start-up, if earlier) and the remaining 10% is due upon start-up of equipment by Seller's field technician, but in no event more than 90 days after shipment of equipment. Any balance owed by Buyer after the due date is subject to a 1.5% per month delinquency charge until paid. **FIELD START-UP SERVICE CANNOT BE AUTHORIZED WITHOUT RECEIPT OF PAYMENT IN THE AMOUNT OF 90% OF THE TOTAL PURCHASE PRICE.** If no start-up is required, 100% payment is due net 30 days from invoice date. **BUYER'S PAYMENT OBLIGATION IS IN NO WAY CONTINGENT UPON BUYER'S RECEIPT OF PAYMENT FROM ANY OTHER PARTY.**

Indemnification and Default: In addition to all other amounts due hereunder, buyer shall reimburse Seller in full for all collection costs or charges, including reasonable attorney fees, which Seller may incur in the collection of past due amounts from buyer, including interest on overdue accounts. If buyer is in default under this or any other agreement with Seller, Seller may defer performance hereunder until such default is cured. Seller shall have no obligation to provide factory startup assistance and/or factory training until all invoices (including retentions) for equipment have been paid in full.

Security Interest: Seller shall retain a security interest in the equipment until the full purchase price has been paid. Buyer's failure to pay any amounts due shall give Seller the right to possession and removal of the equipment after providing ten (10) days written notice. Seller's taking of such possession shall be without prejudice to any other remedies Seller may have.

Warranty and Liability: Buyer shall have such warranty rights, and only such warranty rights, as may be extended by the manufacturer of the product. The terms and conditions of any such warranty rights are set forth in the Manufacturer's Operation/Maintenance Manual which accompanies each product. Seller does not otherwise offer any guaranty or warranty for the product. Seller disclaims any and all warranties; express or implied, including the warranties of merchantability and fitness, except as may be set forth in the terms and conditions of sale in this Agreement or in any express written warranty which seller may have otherwise extended to Buyer for the product. Unless otherwise agreed, warranty coverage is 18 months from date of shipment or 12 months from date of startup, whichever comes first.

Seller shall not be liable for any damages, charges for labor, or expense in making repairs or adjustments to the product without prior written approval of Seller. Seller shall not be liable for any damages or charges sustained in the adaptation or use of its engineering data or service by Buyer or any third party. Seller shall not be liable for startup or any other field work performed by personnel other than authorized representatives of Seller unless expressly approved in writing in advance by Seller. Seller shall in no event be liable for any consequential, incidental or liquidated damages or penalties. Seller's liability under this Agreement shall in no event exceed the lesser of: (i) the cost of remediating any defect or deficiency in the performance of Seller hereunder; or (ii) the purchase price of the product in respect of which the claim is made.

Operation/Maintenance Manuals: Buyer's installation, maintenance and operation manuals will be furnished in the number of copies specified at the time of quotation in contract documents. If none specified, one will be provided at no added cost, with additional copies at \$150.00 each.

November 29, 2018

Fort Atkinson Water Utility
101 North Main Street
Fort Atkinson, WI 53538
ATTN: Tim Hayden

RE: Transducer Installation

Tim, thank you for showing me around the well houses for installation of the well transducers. As discussed, the well foundations normally by DNR code have a 1-inch lip that rises above the concrete pump base. If the well casing diameter is narrower than the existing discharge head's diameter, there is a possibility that the transducer will not be able to get to the well. Procedures for installation are as follows. Transducer drawing $\frac{3}{4}$ -inch X 7-inches long.

Well 3, remove existing foam insulation on top of well head. Drill and tap access hole for transducer and install with air tight cord grip.

Well 4, well 4 has to access points. Both with airlines through them. Well 4 has an existing 6-8-inch flanged plate that WWS would drill and tap an access hole for the transducer installation. Fitted with a cord grip.

Well 5, there is an existing 1-inch pipe that tees off. We would install the transducer and exit with cord grip on one side of tee.

Well 6, there is an access point on the east side of the discharge head with a 1-inch access hole for install of transducer and cord grip.

Well 7, There is a 2-inch PVC fitting acting as a well vent. If OK with DNR we would use the 1-inch threaded hole for dual use as a well vent and install transducer with 1-inch tee.

Labor estimates:

Superintendent, assistant w/service truck and tools 20 hours @\$245/hour
Transducer fittings and plumbing supplies as needed

Let me know if you have any questions after your review.

Sincerely,


Mark Thurow

Water Well Solutions/SUEZ

6 of 9



Amendment No. 1

To: City of Fort Atkinson
Tim Hayden
37 N. Water St
Fort Atkinson, WI 53538

Date of Issuance: 2/28/19

MSA Project No.: 02959014

This is an amendment to the Agreement dated October 16, 2018 and does acknowledge that MSA Professional Services, Inc. (MSA) is authorized to begin work on the following project amendment:

Project Name: Water System SCADA Upgrade

The project scope has changed due to: Additional Services

The scope of the work authorized is:

Task 1: Coordination of the SCADA System Integrator, attending System Integrator Interviews (two half days of attendance at these meetings)

Task 2: Assisted City with construction contracts (i.e. contractor-owner agreements, notice of award, notice to proceed, insurance documents, bonding). This included contracts with two separate contractors (system integrator + electrician).

Task 3: City has decided to take advantage of the opportunity with Altronex being on-site for SCADA upgrade by adding an additional variable frequency (VFD) drive to Well House No. 5. Well House No.5 has two booster pumps that pump water from the ground reservoir to the distribution system that is controlled by only one VFD. This configuration lacks overall redundancy at this well in the event of the VFD failing. This amendment provides coordination, design, and specification assistance to provide an addition VFD. Two VFDs, each designated to its own booster pump, will provide the water system with critical redundancy. While on site, the contractor will remove equipment in the motor control center that is no longer necessary. This will consist of relocating the line reactor, provide new booster pump control logic, and improve the overall efficiency of the site.

Adding the VFD also provides the opportunity to monitor power usage at the site, the City will be able to add Ethernet cards to both VFDs to receive running current and consumed energy. This information will be tied back to the SCADA system for monitoring and data logging.

The schedule to perform the work is:

| | |
|------------------------------|---------|
| Approximate Start Date: | 3/11/19 |
| Approximate Completion Date: | 5/3/19 |

The lump sum fee for the work is: \$7,350

Authorization for the work described above shall amend the Agreement between MSA and OWNER. Any attachments or exhibits referenced in this Amendment are made part of the Agreement. Payment for these services will be on a lump sum basis.

Approval: MSA shall commence work on this project in accordance with your written authorization. This authorization is acknowledged by signature of the authorized representatives of the parties to this Amendment. A copy of this Amendment signed by the authorized representatives shall be returned for our files. If a signed copy of this Authorization is not received by MSA within seven days from the date of issuance, MSA may stop work on the project

1
7 of 9

CITY OF FORT ATKINSON

Tim Hayden
Water Utility Supervisor
Date: _____

Attest: City/Township/Village Clerk (WI
Only)

Clerk Name: _____
Date: _____

37 N. Water St
Fort Atkinson, WI 53538

MSA PROFESSIONAL SERVICES, INC.



Brad Reents, PE
Project Manager
Date: 2/28/19

1702 Pankratz St
Madison, WI 53704
Phone: 1-808-242-6649

Amendment No. 1 Summary

| | |
|--|------------|
| Task 1: System Integrator Interviews (includes mileage) | 11.5 hours |
| • RFP development will be considered as original scope. | |
| Task 2: Construction Contract Assistance | |
| • Administrative Assistant | 4 hours |
| Task 3: Well No.5 Booster Pump VFD (includes mileage) | |
| • Site Visit to Evaluate MCC | 6 Hours |
| • Drawings | 15 Hours |
| ○ Update SCADA overview | |
| ○ Update P&ID | |
| ○ Create MCC Structure Layout | |
| • Specifications | 4 Hours |
| ○ Update Control | |
| ○ Add Original VFD Ethernet power usage | |
| ○ Add New VFD Ethernet power usage | |
| • QA/QC | 2 Hours |
| • Shop Drawing Review | 4 Hours |
| • System Test/Startup | 2 Hours |
| • Coordination | 4 Hours |
| • Punch List/Final Site Visit | 1 Hour |



9-6

CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: March 13, 2019

TO: Planning Commission

FROM: Andy Selle, P.E.

SUBJECT: County K - Extraterritorial Review – CSM

Background:

This is a request for a preliminary certified survey map to split a 2 Acre building site from the larger parcel and rezone to A-3 (nonprime residential).

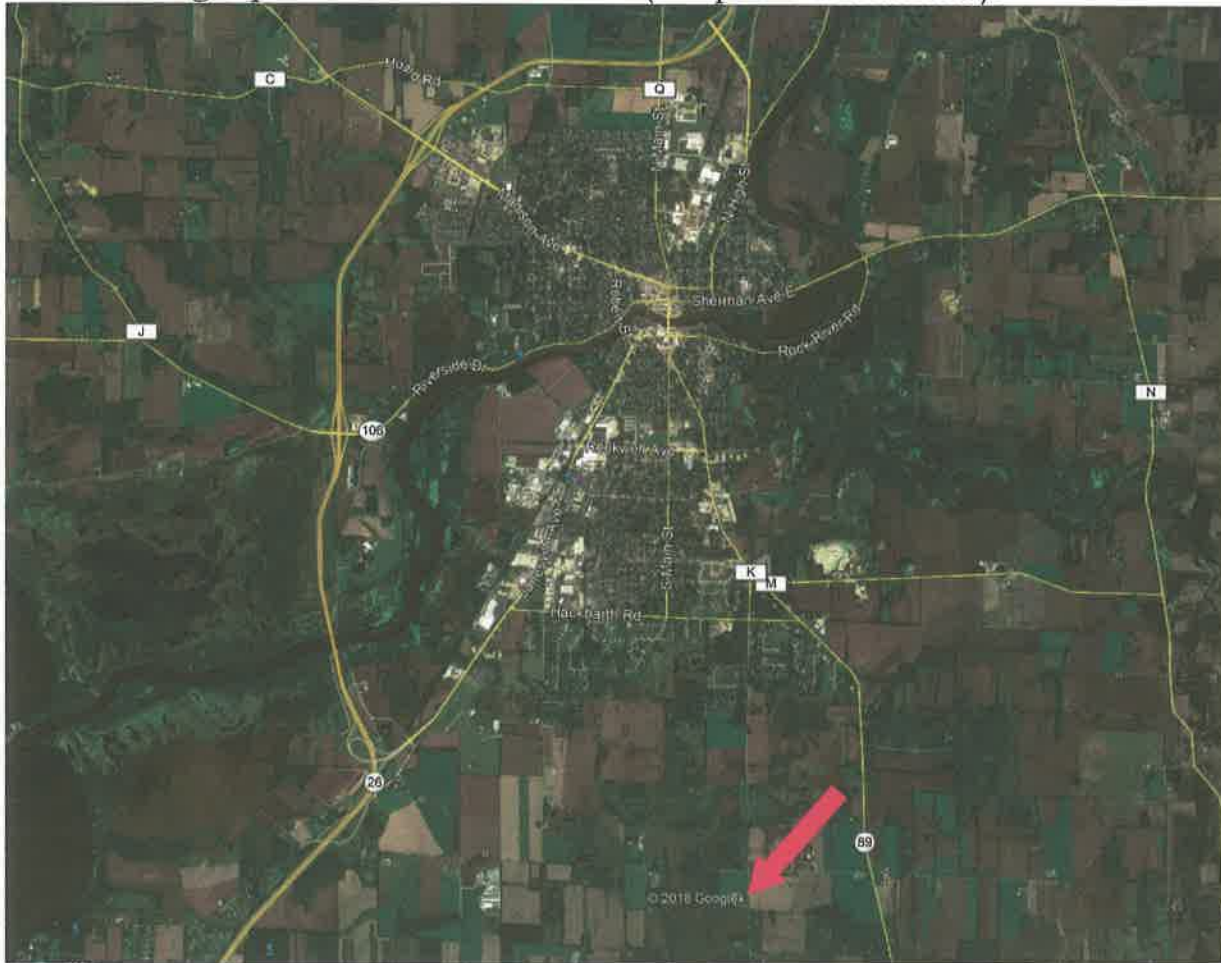


Figure 1: Property location in relation to the City of Fort Atkinson

City Department Reviews:

City departments have reviewed the submittal and have no concerns.

1 of 4



Figure 2: Proposed land addition

Recommendation:

Staff recommends approval of the request.

Attachments:

Original Submittal

**JEFFERSON COUNTY
PRELIMINARY REVIEW FOR CERTIFIED SURVEY**

A division of land located in the NE ¼ of the SW ¼ of Section 22, Town 5 N, Range 14 E, Town of Koshkonong,
Jefferson County, Wisconsin, on Parcel Number(s) 016-0514-2231-000

Date Submitted: November 18, 2018

Revised: _____

Owner: Marvin F. Graef Jr

Address: N1023 County Road K

City, ST Zip: Fort Atkinson, WI 53538

Phone: 608-444-8205

Surveyor: Anderson Land Surveying LLC

Address: W6141 Star School Road

City, ST Zip: Fort Atkinson, WI 53538

Phone: 920-563-8162

Note to be placed on final CSM

Petition # B4126A-19 Zoning A-3

Check for subsequent zoning changes with Jefferson
County Planning and Zoning Department.

In addition to the info required by Section 236.34 of State statutes, Sec.
15.04(f) of the Jefferson County Land Division/Subdivision Ordinance
requires that the following be shown:

- Existing buildings, watercourses, drainage ditches and other
features pertinent to the proper division.
- Location of access to a public road, approved by the agency
having jurisdiction over the road.
- All lands reserved for future public acquisition.
- Date of the map
- Graphic Scale



Rezoning



Allowed Division within an existing Zoning District



Survey of Existing Parcel

Intent and Description of Parcel to be Divided: Create a 2.000 acre (net) A-3 nonprime residential building site to build a new home.

SEE SHEET 2

NOTE: Areas and dimensions on this Preliminary are approximate only and in most cases will vary from the Final survey data.

Town Board Approval Bruce Bumbryns Date 12-12-2018
(includes Access approval if applicable)

County Highway Approval in file Date _____
(if applicable)

Extraterritorial Approval ✓ for final Date _____
(if applicable)

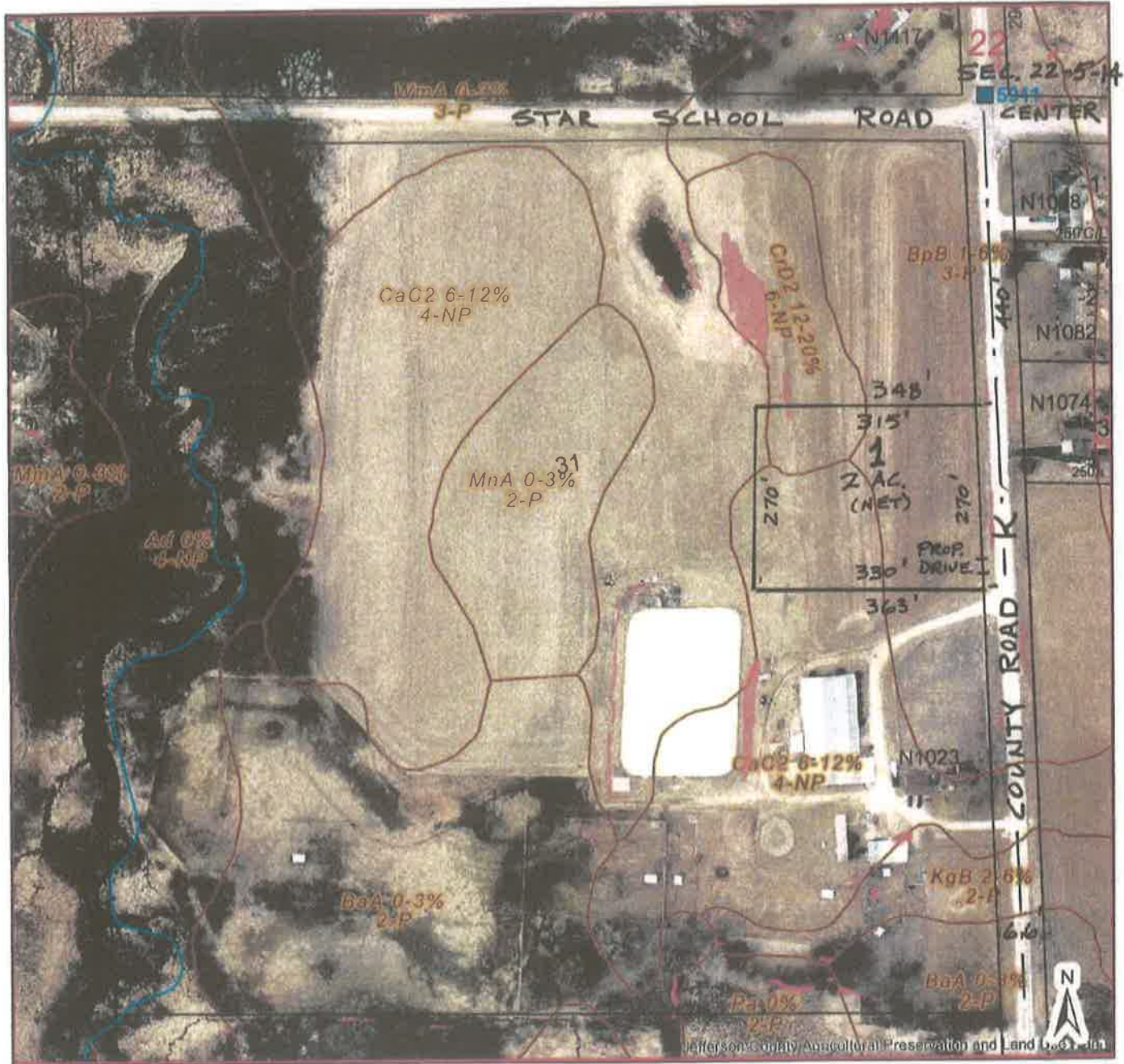
County Surveyor Approval in file Date 11-27-18

Zoning Office Approval MM 3/1 Date 2-21-19

Please submit four copies to Jefferson County Planning & Zoning, 831 S Center Ave. Room 201, Jefferson, WI 53549

18-81

Jefferson County Land Information



Parcel Lines

- Property Boundary
- Old Lot/Meander Lines
- Rail Right of Ways
- Road Right of Ways
- Section Lines

- Surface Water
- Map Hooks
- Tax Parcels
- Streams and Ditches
- Slopes > 20% - Terrain Data**
- 0 - 20% Slope

- Slope > 20%
- Soil Map Units & Percent Slope
- Land Surveys
- PLSS Sections
- Public Survey System Co IDs
- WI Height Modernization Monuments

200 100 0 200 Feet
1 inch = 200 feet

Jefferson County Geographic Information System

Printed on: November 9, 2018

SHEET 2 OF 2

4 of 4



10-a

CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: March 14, 2018

TO: City Council
FROM: Andy Selle, P.E.
SUBJECT: 2018 Annual Report for Stormwater Permit

Background:

As part of our Phase II MS4 Permit, the City is required to submit an Annual Report on our activities and accomplishments pursuant to stormwater systems. The Report covers the City's activities in:

- Public education and involvement.
- Illicit discharge detection.
- Construction site erosion control.
- Post-construction stormwater management.
- Pollution control.

Discussion:

The Report documents our effort in each category required by the permit. The Rock River Stormwater Group has hired Creative Marketing Unlimited, a student run consulting firm from UW Whitewater to manage our public outreach and marketing efforts using both online and in-person approaches.

2018 was a busy year in stormwater management as the City completed the updated Stormwater Management Plan and also began construction (now completed) on the Larson Lagoon project. We continue to make progress in ensuring our stormwater entering the Bark and Rock Rivers is as clean as today's technology allows. We have come a long way since utilizing the river as a conduit for untreated sewage and waste in the early 1900s. Use of the rivers is visibly increasing and they are being viewed as an asset in our community, a direct result of City effort and dollars and certainly a sound investment for our community.

In addition to giving you the Report to review, it has been posted on the City's website and copies have been available at the Dwight Foster Public Library and Municipal Building for public review and comment. A notice of the public hearing was published in the paper. To date, no comments, concerns or questions have been raised by the public review of the Report.

Financial Analysis:

The Report does not have any impact on the 2018 Stormwater Utility budget.

Staff Recommendation:

Staff recommends the Annual Report be approved and the proper signatures authorized.

Please contact me if you have any questions or want additional information on the Annual Report, Stormwater Utility or other stormwater issues.

1 of 1



11-a

CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: March 15, 2019

TO: City Council
FROM: Michelle Ebbert City Clerk/Treasurer
SUBJECT: Granting Operator Licenses

Background:

The following are applicants for operator licenses. The applications have been reviewed and approved for accuracy by the Police Department. The following licenses are recommended for approval by the City Council.

Discussion:

REGULAR FOR THE TERM OF 2018-2020:

- | | | |
|----|------------------|-----------------------|
| 1. | Maggie Ramirez | bp |
| 2. | Remington Trewyn | Walgreen's |
| 3. | Amber Anders | Stop-n-Go Madison Ave |

Financial Analysis:

None.

Staff Recommendation:

To recommend the approval of operator licenses for the above noted applicants upon completion of successful background checks.

1 of 1