

**CITY OF FORT ATKINSON**  
**City Council Minutes ~ March 17, 2020**

CALL MEETING TO ORDER.

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, Fire Chief and Public Works Superintendent.

APPROVAL OF MINUTES OF MARCH 3, 2020 REGULAR COUNCIL MEETING.

Cm. Becker moved, seconded by Cm. Johnson to approve the minutes of the March 3, 2020 regular council meeting. Motion carried.

PUBLIC HEARINGS

*a. Public hearing on Annual Report on Stormwater Permit.*

After three calls for the public hearing, it was closed without comments.

PUBLIC COMMENT

None.

PETITIONS, REQUESTS AND COMMUNICATIONS

*a. Request to hold annual Fort Koshkonong Rendezvous event on May 22-24, 2020 at Rock River Park, and for waiver to gun discharge ordinance.*

Clerk Ebbert reviewed the request for the 27<sup>th</sup> annual event. Departments reviewed and support the event and will provide assistance as they have in the past.

Cm. Hartwick moved, seconded by Cm. Scherer to approve the request to hold annual Fort Koshkonong Rendezvous event on May 22-24, 2020 at Rock River Park, and for waiver to gun discharge ordinance. Motion carried.

*b. Request by Hoard Museum to close Foster Street from South Fourth Street East to Whitewater Avenue for Dairy Day at the MOOseum event on Saturday, June 20, 2020.*

Clerk Ebbert reviewed the request for the 6<sup>th</sup> annual event. The procedures will be the same as prior years with requesting a portion of Foster Street be closed. Departments provided no comments or concerns.

Cm. Hartwick moved, seconded by Cm. Johnson to approve the request by Hoard Museum to close Foster Street from South Fourth Street East to Whitewater Avenue for Dairy Day at the MOOseum event on Saturday, June 20, 2020. Motion carried.

*c. Request to pursue Proclamation from State of Wisconsin declaring the City be named Intersectional Peony City of Wisconsin.*

Manager Trebatoski presented the Proclamation for the declaration.

Cm. Hartwick moved, seconded by Cm. Johnson to approve the request to pursue Proclamation from State of Wisconsin declaring the City be named Intersectional Peony City of Wisconsin and to recognize Roger and Sandra Anderson for their accomplishments. Motion carried.

d. *Request by Chamber of Commerce to hold Farmers Market in parking lot across from Post Office on Saturdays from May to October, and to close South Water Street East on six occasions for special events.*

Clerk Ebbert presented the events held on Saturdays from May to October in addition to the closure of S. Water Street on six dates for special events. Departments confirmed assistance as in the past without concerns or comments.

Cm. Becker moved, seconded by Cm. Johnson to approve the request by Chamber of Commerce to hold Farmers Market in parking lot across from Post Office on Saturdays from May to October, and to close South Water Street East on six occasions for special events. Motion carried with Cm. Scherer abstained.

e. *Request by Race Day Events to hold Fort 14 Run on June 6, 2020.*

Clerk Ebbert discussed the event that will be held in June. The race will begin and end at Griffin Ford, private property. However, being a large turnout with runners on the bike trail, various city streets and county streets, it is being presented to the Council.

Cm. Hartwick moved, seconded by Cm. Scherer to approve the request by Race Day Events to hold Fort 14 Run on June 6, 2020. Motion carried.

f. *Request by Chamber Project Lead Class for approval of dog friendly Fort Atkinson project proposal.*

Members from Project LEAD were present to review their request. The group has decided to add eight additional water stations with eleven dog friendly signs to parks, replace two existing water units and add one brand new water fountain unit at the JF Luther Softball Fields. These new water fountain stations are ADA compliant as well as people and pet friendly.

Cm. Becker moved, seconded by Cm. Johnson to approve the request by Chamber Project LEAD class for approval of dog friendly Fort Atkinson project proposal. Motion carried.

g. *Presentation of progress report on Jefferson County Economic Development Consortium/Thrive ED.*

Vickie Pratt was present to provide an update. She discussed planned activities which include Home Buyer Program, Heartland Talent Initiative, Outreach to Business and Capital Campaign for 2022-2026 for ThriveED.

Cm. Hartwick moved, seconded by Cm. Scherer to accept and file the presentation of progress report on Jefferson Council Economic Development Consortium/Thrive ED. Motion carried.

## RESOLUTIONS AND ORDINANCES

a. *Resolution for Declaration of Emergency.*

Cm. Becker moved, seconded by Cm. Johnson to approve Resolution for Declaration of Emergency under City of Fort Atkinson Municipal Code Chapter 28-21 Article III (28-21(g) 1) in order to facilitate response to the ongoing Coronavirus (COVID-19) pandemic. Motion carried on a roll call vote.

## REPORTS OF OFFICERS, BOARDS AND COMMITTEES

- a. *Minutes of Tourism Commission meeting held February 20, 2020.*
- b. *Building, Plumbing and Electrical Permit Report for February, 2020.*
- c. *Minutes of Plan Commission meeting held March 10, 2020.*

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

## UNFINISHED BUSINESS

- a. *Review and approve bids for Fire Station renovation/expansion project.*

Chief Rausch and Devin Flanigan from Keller presented the bid summary for the project. Bids have been received for all divisions of work. The provided list of qualified selected bidders was reviewed by Council.

Cm. Hartwick moved, seconded by Cm. Becker to approve the bids for Fire Station renovation/expansion project as listed and read below. Motion carried on a roll call vote.

BID UNIT	CONTRACTOR	COST WITH ALT
#1 DEMOLITION	CJ Kavon	\$50,000.00
#2 EARTHWORK	CJ Kavon	\$257,775.00
#3 HOT MIX ASPHALT PAVING	Wolf Paving	\$51,117.00
#4a BUILDING CAST IN PLACE CONCRETE	Keller	\$204,151.00
#4b EXTERIOR CAST IN PLACE CONCRETE	Edgar J Prager	\$71,062.00
#5 PRECAST CONCRETE HOLLOW CORE PLANKS	Spancrete	\$60,284.00
#6 MASONRY	Rural Masonry	\$528,000.00
#7 STRUCTURAL STEEL & STEEL ERECTION	Keller	\$575,998.00
#8a CARPENTRY	Keller	\$236,630.00
#8b STEEL STUD & DRYWALL	E and A Enterprises	\$198,175.00
#8c INSULATION	City Wide Insulation	\$18,095.00
#9 CASEWORK	Ja Eisch	\$84,495.29
#10 MEMBRANE ROOFING	Alois Roofing & Sheet Metal	\$136,955.00
#11 METAL SIDING	Alois Roofing & Sheet Metal	\$95,980.00
#12 OVERHEAD DOORS	Tri County Overhead Door	\$77,500.00
#13 STOREFRONT AND CURTIN WALL	Baker Glass	\$74,407.00

#14 FLOORING	Adair Commercial Flooring	\$68,326.00
#15 EPOXY	Floor Care USA	\$80,911.00
#16 ACOUSTIC CEILING TILE	Advanced Acoustical	\$9,806.00
#17 PAINTING & FINISHING	Omni Glass and Paint	\$84,570.00
#18 PASSENGER ELEVATOR	Braun	\$86,500.00
#19 PLUMBING	1901 Inc	\$292,800.00
#20 MECHANICAL	Myers Mechanical	\$398,599.00
#21 ELECTRICAL	United Electric	\$450,366.09
#22 FIRE SUPPRESSION	HJ Pertzborn	\$41,201.00
#23 EXTERIOR SIGNAGE	Quick Sign	\$6,897.00
#24 SOLAR	Full Spectrum	\$91,468.00

#### NEW BUSINESS

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

Engineer Selle reviewed the annual report. Public education and outreach is managed by the Rock River Stormwater Group. Letters were mailed to residents that had mowed grass into the street.

Cm. Hartwick moved, seconded by Cm. Scherer to approve Annual Report on Stormwater permit and authorize signature by proper officials. Motion carried.

b. *Update by Fire Chief on precautions for the Coronavirus COVID-19.*

Chief Rausch provided an update on the virus and precautions taken by Departments.

Cm. Hartwick moved, seconded by Cm. Johnson to accept and file the update by Fire Chief on precautions for the Coronavirus COVID-19. Motion carried.

c. *Update by Fire Chief on use of fire fighting foam containing PFAS.*

Chief Rausch provided information on the foam containing PFAS. Some of this foam is in stock at the Department and will be transitioned out as a replacement is made available. The department does not use these types of foam containing PFAS for routine incidents.

Cm. Becker moved, seconded by Cm. Scherer to accept and file the update by Fire Chief on use of firefighting foam containing PFAS. Motion carried.

d. *Review and approve quote for walk-behind line striper with bead dispenser for Department of Public Works as budgeted.*

PW Superintendent Kent Smith presented the two quotes for a budgeted line stripper. Sherwin Industries provided \$8,036 and Pittsburg Spray Equipment provided \$11,009. This item will be purchased through short term borrowing. The CIP included \$19,000 as a budget.

Cm. Hartwick moved, seconded by Cm. Scherer to approve the quote for walk-behind line striper with bead dispenser for Department of Public Works as budgeted not to exceed \$8,036 from Sherwin Industries of Milwaukee. Motion carried on a roll call vote.

*e. Review and approve quote for new backhoe for Department of Public Works as budgeted.*

PW Superintendent Kent Smith presented the two quotes for a new backhoe. The current backhoe is 22 years old and will be traded in. This item will be purchased through short term borrowing. Brooks Tractor \$85,516 and Miller-Bradford & Risberg \$94,141. The CIP included \$114,000 as a budget.

Cm. Hartwick moved, seconded by Cm. Becker to approve quote for new backhoe for Department of Public Works as budgeted not to exceed \$85,516 from Brooks Tractor after trade-in. Motion carried on a roll call vote.

*f. Review and approve quote for winch kit for brush chipper for Department of Public Works as budgeted.*

PW Superintendent Kent Smith presented one quote for a winch kit. This request is to allow use of funds originally allocated for a brush grapple to purchase a winch kit for the brush chipper instead of purchasing a brush grapple. This will be purchased through short term borrowing. CIP included \$12,000 for this item.

Cm. Hartwick moved, seconded by Cm. Johnson to approve quote for winch kit for brush chipper for Department of Public Works as budgeted not to exceed \$6,063.59 from Bobcat of Janesville. Motion carried on a roll call vote.

*g. Review and approve quote for new asphalt roller for Department of Public Works as budgeted.*

PW Superintendent Kent Smith provided two quotes for a new asphalt roller, Miller-Bradford \$38,404 and Southeastern Equipment Company \$40,267. This item will be purchased through short-term borrowing. The current roller is 24 years old.

Cm. Hartwick moved, seconded by Cm. Scherer to approve quote for new asphalt roller for Department of Public Works as budgeted not to exceed \$38,804, (\$38,404 Miller-Bradford & Risberg asphalt roller and \$400 for service, parts and engine manuals). Motion carried on a roll call vote.

*h. Review and approve quote for new asphalt roller trailer for Department of Public Works as budgeted.*

PW Superintendent Kent Smith provided the two quotes for a new asphalt roller trailer. Two quotes were provided, RA Adams Enterprises \$11,940 and Acme Tools Inc \$14,490. This item will be purchased through short-term borrowing.

Cm. Hartwick moved, seconded by Cm. Becker to approve the quote for new asphalt roller trailer for Department of Public Works as budgeted not to exceed \$12,065 (\$11,940 RA Adams Enterprises Inc asphalt roller trailer and \$125 for registration and licensing). Motion carried on a roll call vote.

*i. Review and approve quotes for asset and time management software modules as budgeted.*

Clerk Ebbert reviewed the modules available through the financial software.

Cm. Becker moved, seconded by Cm. Johnson to approve quote for asset management and miPay/miTime modules as budgeted not to exceed \$13,000 from Civic Systems. Motion carried on a roll call vote.

#### MISCELLANEOUS

*a. Denial of operator license.*

Cm. Becker moved, seconded by Cm. Scherer to deny the operator license for Christopher Carlson based upon not meeting the criteria to hold a license in the City of Fort Atkinson. Motion carried.

*b. Granting operator licenses.*

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

*c. City, Sewer, Water and Stormwater Utility Financial Statements as of February 29, 2020.*

Cm. Becker moved, seconded by Cm. Johnson to accept and file the City, Sewer, Water and Stormwater Utility Financial Statements as of February 29, 2020. Motion carried.

*d. Move into closed session pursuant to Section 19.85(1)(e) Wisconsin Statutes to consider the sale of public property.*

Cm. Becker moved, seconded by Cm. Scherer to move into closed session pursuant to Section 19.85(1)(e) Wisconsin Statutes to consider the sale of public property. Motion carried on a roll call vote.

*e. Reconvene into open session.*

Cm. Scherer moved, seconded by Cm. Becker to reconvene into open session. Motion carried on a roll call vote.

Cm. Becker moved, seconded by Cm. Scherer to approve the sale of 7.791 acres of land in the Robert L. Klement Business Park to Mickelson Investments, LLP dba RB Scott Company for \$155,820.00 and to authorize the signing of the Buyer's Counter-Offer No. 1. Motion carried on a roll call vote.

#### CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS

*a. Verified claims.*

Cm. Becker moved, seconded by Cm. Hartwick 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. Scherer moved, seconded by Cm. Becker to adjourn. Meeting adjourned at 9:32 pm.

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Michelle Ebbert, City Clerk/Treasurer

APPROVED:

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PRESIDENT OF THE COUNCIL