

CITY OF FORT ATKINSON
City Council Minutes ~ November 5, 2020

CALL MEETING TO ORDER.

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

ROLL CALL.

Present: Cm. Housley, Cm. Johnson, Cm. Kotz, Cm. Scherer and Pres. Becker. Also present: City Manager, City Attorney, City Clerk/Treasurer, City Engineer, Police Chief, Fire Chief, Park & Rec Director, Wastewater Supervisor and Graef representative.

APPROVAL OF MINUTES OF OCTOBER 20, 2020 REGULAR COUNCIL MEETING AND OCTOBER 27 AND 28, 2020 BUDGET WORKSHOPS.

Cm. Scherer moved, seconded by Cm. Johnson to approve minutes as presented. Motion carried via Zoom.

PUBLIC HEARINGS

a. *Public hearing on rezoning 315 Adams St from C-2 (Central Business) to R-1 (Single Family Residential) zoning.*

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

PUBLIC COMMENT

Cm. Kotz publicly thanked Manager Trebatoski for his years of service to the City of Fort Atkinson.

PETITIONS, REQUESTS AND COMMUNICATIONS

a. *Request by Driftskipper Snowmobile Club to mark trail in Klement Business Park.*

Engineer Selle reviewed the request. No financial impact to the City. Departments reviewed without concern or comments.

Cm. Kotz moved, seconded by Cm. Scherer to approve the request by the Driftskipper Snowmobile Club to mark trail in Klement Business Park. Motion carried via Zoom.

RESOLUTIONS AND ORDINANCES

None.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

a. *Minutes of Finance Committee meeting held October 20, 2020.*

b. *Minutes of Plan Commission meeting held October 27, 2020.*

Cm. Kotz moved, seconded by Cm. Johnson to accept and file the Reports of Officers, Boards and Committees. Motion carried via Zoom.

UNFINISHED BUSINESS

a. *Recommendation from Plan Commission to rezone 315 Adams St from C-2 (Central Business) to R-1 (Single Family Residential) zoning, and Ordinance.*

Engineer Selle provided the request to rezone the property to reflect its current use and facilitate a sale.

Cm. Kotz moved, seconded by Cm. Scherer to move ordinance to its second reading. Motion carried unanimously via Zoom.

b. Review and approve Citizen Participation Plan for the Community Development Block Grant (CDBG) Program.

Manager Trebatoski reviewed the events that lead to the documents presented tonight for approval. In 2019, the City participated in the CDBG-Close program and the WDOA allocated approximately \$1.5 million of grant money for which the City can apply for. In order to access the grant money, certain federal requirements must be met and they must follow specific WDOA application requirements. One project includes public facility improvements within Census Tract 101500, Block #4, and Census Tract 101400, Block #3, water main replacement and street reconstruction. Several documents must be prepared and approved by Council.

Cm. Kotz moved, seconded by Cm. Scherer to approve Citizen Participation Plan for the Community Development Block Grant (CDBG) Program. Motion carried unanimously via Zoom.

c. Review and approve Resolution to adopt Citizen Participation Plan for the CDBG Program.

Cm. Housley moved, seconded by Cm. Johnson to approve resolution to adopt Citizen Participation Plan for the CDBG Program. Motion carried unanimously via Zoom.

d. Review and approve revisions to Fair Housing Ordinance for the CDBG Program.

Cm. Kotz moved, seconded by Cm. Johnson to suspend the rules, waive the second and third readings and adopt revisions to Fair Housing Ordinance for the CDBG Program. Motion carried unanimously via Zoom.

Cm. Housley moved, seconded by Cm. Johnson to adopt revisions to Fair Housing Ordinance for the CDBG Program. Motion carried unanimously via Zoom.

e. Review and approve Resolution to adopt Fair Housing Ordinance for the CDBG Program.

Cm. Kotz moved, seconded by Cm. Scherer to approve Resolution to adopt Fair Housing Ordinance for the CDBG Program. Motion carried unanimously via Zoom.

f. Review and approve Residential Anti-Displacement and Relocation Assistance Plan (RADRAP) for the CDBG Program.

Cm. Kotz moved, seconded by Cm. Scherer to approve Residential Anti-Displacement and Relocation Assistance Plan (RADRAP) for the CDBG Program. Motion carried unanimously via Zoom.

g. Review and approve Resolution to support and maintain policies and laws that prohibit the use of excessive force and the barring of entrances/exits for non-violent civil rights demonstrations, for the CDBG Program.

Cm. Scherer moved, seconded by Cm. Housley to approve Resolution to support and maintain policies and laws that prohibit the use of excessive force and the barring of entrances/exits for non-violent civil rights demonstrations, for the CDBG Program. Motion carried unanimously via Zoom.

h. Review and approve Resolutions authorizing the submission of CDBG Program applications.

Cm. Scherer moved, seconded by Cm. Johnson to approve Resolution authorizing the submission of CDBG Program application for public facility improvements; which may include water main replacement, sanitary sewer replacement, stormwater replacement and street reconstruction within Census Tract 101400, Block Group #3, and/or Census Tract 101500, Block Group #4. Motion carried unanimously via Zoom.

i. Move into closed session pursuant to Sec. 19.85(1) (c), Wisconsin Statutes, to consider compensation of public employee(s).

Cm. Housley moved, seconded by Cm. Scherer to move into closed session pursuant to Sec. 19.85(1) (c), Wisconsin Statutes, to consider compensation of public employee(s). Motion carried on a unanimous roll call vote via Zoom. Closed session 7:37 pm.

Come back into open session within approximately 10 minutes to take action via regular Zoom meeting link. Council returned to open session at 7:52 pm

j. Recommendation from Finance Committee to approve wage adjustments for 2021.

Cm. Kotz moved, seconded by Cm. Scherer to approve recommendation from Finance Committee to approve wage adjustments for 2021 as submitted. Motion carried unanimously via Zoom.

NEW BUSINESS

a. Review and approve bid for purchase of squad car for Police Department, as budgeted.

Chief Bump reviewed the two bids, Ewald Commercial Vehicle Services for \$33,917 and Griffin Ford for \$34,188. Funds will be utilized from the outlay account. Additional expenses include change over fees and police graphic applications.

Cm. Kotz moved, seconded by Cm. Scherer to approve bid from purchase of squad car for Police Department from Griffin Ford not to exceed \$34,188 as budgeted. Motion carried unanimously via Zoom.

Cm. Kotz moved, seconded by Cm. Scherer to approve change over fees and police graphic applications for the new squad not to exceed \$11,312. Motion carried unanimously via Zoom.

b. Review and approve 2021 Small Animal Collection Contract with Jefferson County Humane Society.

Clerk Ebbert reviewed the annual contract. The cost of the contract is based on a per capita rate. The population decreased 42 residents, which reflects a decrease in the 2021 contract amount.

Cm. Kotz moved, seconded by Cm. Scherer to approve 2021 Small Animal Collection Contract with Jefferson County Humane Society not to exceed \$33,208.68 payable in January 2021. Motion carried unanimously via Zoom.

c. Review and approve contracts for equipment and furnishings for fire station renovation and expansion project, as budgeted.

Chief Rausch reviewed the estimates as presented for furnishings.

Cm. Scherer moved, seconded by Cm. Housley to approve contracts for equipment and furnishings for fire station renovation and expansion project for the following: Jonas Office Products \$12,747.14; Shumway Appliance \$5,911.38; GearGrid Corporation \$2,951; General Communications \$4,617.15; Ignatek \$10,926.76; Uncommon USA \$2,000, as budgeted. Motion carried unanimously via Zoom.

d. Review and approve transfer of \$9,998.14 from Assigned General Fund Balance for Parks Development to Unassigned General Fund Balance at year end for completion of Wheels Park project.

Director Franseen provided the request following the completion of the park.

Cm. Kotz moved, seconded by Cm. Johnson to approve transfer of \$9,998.14 from Assigned General Fund Balance for Parks Development to Unassigned General Fund Balance at year end for completion of Wheels Park project. Motion carried unanimously via Zoom.

e. Review and approve transfer of \$17,321.66 from Assigned General Fund Balance for Parks Development to Unassigned General Fund Balance at year end for completion of Arrowhead Trail.

Director Franseen covered the completion of the project. The parks supply budget will cover \$1,867.78 in expenses.

Cm. Johnson moved, seconded by Cm. Scherer to approve transfer of \$17,321.66 from Assigned General Fund Balance for Parks Development to Unassigned General Fund Balance at year end for completion of Arrowhead Trail. Motion carried unanimously via Zoom.

f. Review and approve Sewer Use Ordinance revisions.

Wastewater Supervisor Christensen reviewed the revisions. The purpose was to update the rate structure to current standards and to adjust rates to repay the upcoming Clean Water Fund loan for the construction of plant updates and phosphorus related upgrades.

Cm. Kotz moved, seconded by Cm. Johnson to send the Ordinance to its second reading. Motion carried unanimously via Zoom.

g. Review and approve resolution adopting rate increases for Wastewater Utility.

No action was taken. This item will be on the December 1st Council meeting.

MISCELLANEOUS

a. *Grant operator licenses.*

Cm. Scherer moved, seconded by Cm. Housley to approve licenses as presented. Motion carried unanimously via Zoom.

CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS

a. *Verified claims.*

Cm. Kotz moved, seconded by Cm. Johnson to approve list of verified claims presented by the Director of Finance and to authorize payment. Motion carried unanimously via Zoom.

ADJOURNMENT

Cm. Johnson moved, seconded by Cm. Housley to adjourn. Meeting adjourned at 8:26 pm.

Michelle Ebbert, City Clerk/Treasurer

APPROVED:

PRESIDENT OF THE COUNCIL