



City of Fort Atkinson
City Clerk/Treasurer's Office
101 N. Main Street
Fort Atkinson, WI 53538

**CITY COUNCIL MEETING
IN PERSON AND VIA ZOOM
TUESDAY, AUGUST 15, 2023 – 7:00 PM
CITY HALL – SECOND FLOOR**

1. CALL MEETING TO ORDER

President Johnson called the meeting to order at 7:10 pm.

2. ROLL CALL

Present: Councilmembers: Becker, Jaeckel, Lescohier, Schultz and President Johnson. Also present: City Manager, City Clerk/Treasurer, City Attorney, City Engineer, Building Inspector, Public Works Superintendent, Wastewater Superintendent, Library Director and Park & Recreation Director.

3. PUBLIC HEARINGS – NONE:

4. PUBLIC COMMENT:

Jodie Raddatz, 1245 Janette Street – wondered why there is a Police Officer present. She stated the outside of the Municipal Building looks terrible.

5. CONSENT AGENDA:

- a) *Review and possible action relating to the minutes of the August 1, 2023 regular City Council meeting (Ebbert, Clerk/Treasurer/Finance Director)*
- b) *Review and possible action relating to the minutes of the August 8, 2023 Plan Commission meeting (Ebbert, Clerk/Treasurer/Finance Director)*
- c) *Review and possible action relating to the minutes of the July 31, 2023 Police and Fire Commission (Ebbert, Clerk/Treasurer/Finance Director)*
- d) *Review and possible action relating to building, plumbing, and electrical permit report for July 2023 (Draeger, Building Inspector)*
- e) *Review and possible action relating to the City Clerk-issued License and Permit Report for July 2023 (Ebbert, Clerk/Treasurer/Finance Director)*
- f) *Review and possible action relating to City Sewer, Water, and Stormwater Utility Financial Statements as of June 31, 2023 (Ebbert, Clerk/Treasurer/Finance Director)*

Becker moved, seconded by Lescohier to approve the consent agenda as presented. Motion carried unanimously.

6. PETITIONS, REQUESTS, AND COMMUNICATIONS:

- a) *Library Summer Reading presentation (Robinson, Library Director)*

7. RESOLUTIONS AND ORDINANCES:

a) Third reading and possible action relating to an Ordinance to amend Sections 58-197 and 58-202 of the City of Fort Atkinson Municipal Code relating to curfews for minors (Bump, Police Chief)

Chief Bump stated this is the third and final reading of the Ordinance. He has not heard any comments, feedback, questions or concerns.

Lescohier moved, seconded by Jaeckel to approve the Ordinance to amend Sections 58-197 and 58-202 of the City of Fort Atkinson Municipal Code relating to curfews for minors. Motion carried unanimously.

b) Third reading and possible action relating to an Ordinance relating to hours of operation for the Municipal Building (Ebbert, Clerk/Treasurer/Finance Director)

Clerk Ebbert provided the summary of the hours of operation for the building. Staff will continue to allow extended hours when necessary.

Jaeckel moved, seconded by Schultz to approve the Ordinance relating to hours of operation for the Municipal Building of the City of Fort Atkinson Municipal Code. Motion carried unanimously.

8. REPORTS OF OFFICERS, BOARDS, AND COMMITTEES:

a) City Manager's Report (Houseman, City Manager)

9. UNFINISHED BUSINESS – NONE

10. NEW BUSINESS:

a) Review and possible action related to replacement of Digester Blowers #1 and #2 Variable Frequency Drives for the Wastewater Treatment Facility (Christensen, Wastewater Superintendent)

Superintendent Christensen discussed the VFD's for blowers #1 and #2 were purchased in 1999 and 2000. The City ordered an Allen-Bradley VFD for blower #3 through LW Allen in December 2022 as an emergency purchase, with Council approval in January 2023. On July 3rd, Allen-Bradley notified LW Allen that delivery would now be February 2024. Due to the necessity of this equipment, LW Allen investigated options from other manufacturers for a quicker delivery. LW Allen found that ABB could now provide a replacement in 4-6 weeks. As such, the order was switched to an ABB ASC 580 VFD. Because of the critical nature of the aerobic digestion process and due to the age of the VFDs for blowers #1 and #2, LW Allen recommended that the City replace these VFDs at this time in case of failure. Funding will come from the Wastewater Utility Equipment Replacement funds (02-00-1001-2500).

Lescohier moved, seconded by Becker to approve the purchase and installation of 2 ABB VFDs for Digester Blowers #1 and #2 from LW Allen/Altronex for a cost not to exceed \$53,560 with Wastewater Utility equipment replacement funds. Motion carried unanimously.

b) Review and possible action relating to a contract with Trilogy Consulting LLC for consulting services relating to the Wastewater Utility, Water Utility, and Stormwater Utility (Selle, Director of Public Works)

Engineer Selle discussed our prior contract with Trilogy, a municipal utility firm that specializes in helping municipal utilities (stormwater, water, and wastewater) develop rate structures, forecast operating and CIP budget impacts on rate structures, and perform financial modeling to ensure solid fiscal forecasting. Trilogy Consulting was last engaged by the City in 2020 and helped with the successful examination of Wastewater rates to accommodate the \$13M in upgrades to the Wastewater Treatment Facility, and also aided in the successful request to the PSC for an increase in rates to provide dedicated funds for water main replacement, one of only 3 communities in the state to accomplish such. Each Utility will bear the cost of their respective portion of the Trilogy Consulting invoice. To begin, we have indicated a cap of \$7500 per utility on each of the initial questions we are investigating. Tasks may be added to this base contract in writing by the City Engineer/Public Works Director with approval from the City Manager.

Utility	Account Number	Amount
Wastewater Utility	02-82-0831-0200	\$7,500
Water Utility	03-33-0092-3000	\$7,500
Stormwater Utility	10-51-5142-0600	\$7,500

Becker moved, seconded by Schultz to authorize the City Manager to enter into a contract with Trilogy Consulting LLC for consulting services relating to the City's utilities for the scope and costs outlined in the staff report. Motion carried unanimously.

11. MISCELLANEOUS – NONE

12. CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS:

a) Review and possible action relating to the Verified Claims presented by the Director of Finance and authorization of payment (Ebbert, Clerk/Treasurer/Finance Director)

Jaeckel moved, seconded by Becker to approve the Verified Claims presented by the Director of Finance and authorize payment. Motion carried unanimously.

13. ADJOURNMENT

Becker moved, seconded by Jaeckel to adjourn. Meeting adjourned at 7:43 pm.

Respectfully submitted,
Michelle Ebbert
City Clerk/Treasurer/Finance Director