City of Fort Atkinson
City Manager's Office
101 N. Main Street
Fort Atkinson, WI 53538

CITY COUNCIL MEETING
IN PERSON AND VIA ZOOM
TUESDAY, JUNE 18, 2024 – 7:00 PM
CITY HALL – SECOND FLOOR

MINUTES

1. Call meeting to order
President Lescohier called the meeting to order at 7:00 pm.

2. Roll call
Present: Cm. Becker, Cm. Jaeckel, Cm. Johnson, Cm. Schultz and President Lescohier. Also present: City Manager, City Clerk/Treasurer, City Attorney, Wastewater Superintendent, Interim Library Director, Museum Director, Building Inspector and Fire Chief.

3. Public Hearings
None.

4. Public Comment
None.

5. Consent Agenda
Cm. Jaeckel moved, seconded by Cm. Johnson to approve the Consent Agenda as presented.

a. Review and possible action relating to the ***minutes of the June 3, 2024 Sex Offender Residence Board meeting*** *(Ebbert, Clerk, Treasurer, Finance Director)*

b. Review and possible action relating to the ***minutes of the June 4, 2024 Police and Fire Commission meeting*** *(Ebbert, Clerk, Treasurer, Finance Director)*

c. Review and possible action relating to the ***minutes of the June 4, 2024 regular City Council meeting*** *(Ebbert, Clerk, Treasurer, Finance Director)*

d. Review and possible action relating to the ***minutes of the June 11, 2024 regular Plan Commission meeting*** *(Ebbert, Clerk/Treasurer/Finance Director)*

e. Review and possible action relating to the ***minutes of the June 12, 2024 Parks and Recreation Advisory Board meeting*** *(Dayton, Parks and Recreation Director)*

f. Review and possible action relating to ***building, plumbing, and electrical permit report for May 2024*** *(Draeger, Building Inspector/Zoning Administrator)*

g. *Review and possible action relating to the City Clerk-issued* ***License and Permit Report for May 2024*** *(Ebbert, Clerk/Treasurer/Finance Director)*

h. *Review and possible action relating to* ***City Sewer, Water, and Stormwater Utility Financial Statements*** *as of May 31, 2024 (Ebbert, Clerk/Treasurer/Finance Director)*

i. *Review and possible action on a* ***Special Event: Summer Solstice Music Fest, Saturday****, June 22, 2024, from 1 p.m. to 6 p.m. at Barrie Park (Ebbert, Clerk, Treasurer, Finance Director)*

j. *Review and possible action on a* ***Special Event: Jazz in the Park,*** *Friday, June 28, 2024, from 7 p.m. to 9 p.m. at Barrie Park (Ebbert, Clerk, Treasurer, Finance Director)*

k. *Review and possible action on a* ***Special Event: Lions & Fat Boyz Motorcycle Raffle,*** *Saturday June 29, 2024, from 4 p.m. to 9 p.m. at Fat Boyz (Ebbert, Clerk, Treasurer, Finance Director)*

l. *Review and possible action on a* ***Special Event: 47th Annual Ice Cream Social,*** *Thursday, July 4, 2024, from 1 p.m. to 3 p.m. at the Hoard Historical Museum (Ebbert, Clerk, Treasurer, Finance Director)*

m. *Review and possible action on a* ***Special Event: CLCA Knight Nation 5K****, August 24, 2024, from 10 a.m. to 1 p.m. at CLCA Campus - 535 Berea Drive (Ebbert, Clerk, Treasurer, Finance Director)*

n. *Review and possible action on a* ***Special Event: Fort Atkinson Club Veteran's Regional Benefit,*** *Saturday, June 29, 2024, from 12 p.m. to 8 p.m. at the Fort Atkinson Club (Ebbert, Clerk/Treasurer/Finance Director)*

6. Petitions, Requests, and Communications

a. *Review and possible action relating to proclamation recognizing* ***July as Parks and Recreation Month*** *in the City of Fort Atkinson (Houseman, City Manager)*
Cm. Johnson moved, seconded by Cm. Schultz to approve the Proclamation recognizing July as Parks and Recreation month in the City of Fort Atkinson. Motion carried.

7. Resolutions and Ordinances

a. *First reading of an Ordinance relating to a* ***Zoning Map Amendment*** *to change the zoning for the property located at 1233 Janesville Avenue (22605140924004) from Light Industrial (LI) to Urban Mixed Use (UMU) (Draeger, Building/Zoning Administrator)*
Inspector Draeger presented the request from property owner Andrew Logan, who has applied for a Zoning Map Amendment for the property located at 1233 Janesville Avenue. The property is currently Zoned LI- Light Industrial, and the applicant is seeking to rezone to UMU - Urban Mixed Use to provide for greater flexibility in the permitted uses on the site. At the meeting on June 11, 2024, the Plan Commission reviewed this matter and recommended that the City Council adopt an Ordinance changing the zoning of the property with the following conditions: • Site Plan review and approval by the Plan

Commission for New Signage and Exterior Alterations. • Any other recommendations of City staff and the Plan Commission.

Andrew Logan, 1 W Milwaukee Avenue, stated he is trying to create the most use of the property including the allowance of resale shopping.

Cm. Schultz moved, seconded by Cm. Jaeckel to approve the first reading of the Ordinance relating to a Zoning Map Amendment to change the zoning for the property located at 1233 Janesville Avenue and direct the City Manager to prepare the Ordinance for its second reading on July 2, 2024. Motion carried.

b. *Review and possible action relating to the* ***Wastewater Utility 2023 Compliance Maintenance Annual Report (CMAR)*** *to WDNR (Christensen, Wastewater Superintendent)*
Wastewater Superintendent Christensen presented the annual report with an overall grade point average for 2023 as 4.00. This rating indicates the plan is in good condition and is operating at high level. There were 6 points deducted from the 2023 report. We received point deductions for the influent flow exceeding the 90% and 100% of the design flow threshold in March and April 2023. This was due to precipitation and accumulated snow melt, and the water level of the Rock River. Despite the below average precipitation, the City is continuing to address infiltration and inflow issues in the collection system.

Cm. Jaeckel moved, seconded by Cm. Becker to authorize the Resolution for the filing of the 2023 Compliance Maintenance Annual Report as required by Ch. NR208 Wisconsin Administrative Code. Motion carried.

8. Reports of Officers, Boards, and Committees

a. *City Manager's Report (Houseman, City Manager)*
No action was taken.

9. Unfinished Business

None.

10. New Business

a. *Review and possible action related to the* ***Purchase of Two Replacement Heating Boilers*** *for the Wastewater Utility (Christensen, Wastewater Superintendent)*
Wastewater Superintendent Christensen stated that the Wastewater Utility has two hot water boilers for the purpose of heating the main Operations Building. The two original boilers were installed in 1974 and have required numerous repairs in recent years. The 2024 CIP contains $165,000 for two replacement hot water boilers. The existing 1,000,000 BTU each, hot water boilers have served for 50 years and are due for replacement. Advancements in boiler construction and control have increased efficiency from the mid

to upper 70% range of the 1974 boilers to the mid to upper 90% range of present technology. The Utility investigated options for replacement and found a high-efficiency condensing type boiler to be the best fit. Typical efficiency for this type of boiler is 96% – 97%, with a turn down of 10:1. The replacement of the boiler was included in the 2024 CIP. A Wisconsin Focus on Energy rebate of $4,714 per boiler is also available and will be submitted after purchase.

Cm. Jaeckel moved, seconded by Cm. Schultz to approve the purchase of two replacement hot water boilers as proposed from Helm Group at a cost not to exceed $117,032 as included in the 2024 CIP. Motion carried.

b. *Review and possible action related to* ***Biosolids Management Facility Plan Amendment*** *(Christensen, Wastewater Superintendent)*
Wastewater Superintendent Christensen discussed Facility Plans and Amendments that are required by the Wisconsin Dept. of Natural Resources for any reviewable project. Reviewable projects are any construction or modifications to a plant process or any project seeking a Clean Water Fund Loan. The last Facility Plan was conducted in 2018, which led to the recently completed Phase I and Phase II construction projects. That plan minimally addressed biosolids, with modifications made to the aerobic digestion process. The 2018 plan addressed many needs but did not evaluate biosolids management or biosolids end use. This plan amendment will focus on long term goals of: • Evaluating biosolids handling and end-use strategies • Recommending a strategy that improves operation, reduces maintenance, and is compatible with potential future regulations and limitations on biosolids end-use • Defining a capital improvements plan to implement the recommended strategy End-use technology options have improved dramatically since 2018. These options include Class A Aerobic Digestion, biosolids drying to above 90% solids content, thermal treatment, and others. Current biosolids handling in use at the facility will also be evaluated for improvements or changes in technology. A capital improvement plan will be produced and integrated into the City CIP planning process.

Cm. Jaeckel moved, seconded by Cm. Johnson to approve the proposal for a Biosolids Management Facility Plan Amendment from Donohue & Associates at a cost not to exceed $33,000 from the Utility reserves account. Motion carried.

c. *Review and possible action related to rebuilding the existing* ***Pista Grit System including the Replacement Grit Pump and Control Panel*** *at the Wastewater Utility (Christensen, Wastewater Utility Superintendent)*
Wastewater Superintendent Christensen discussed the existing grit removal system that was installed in 1992. The grit system removes heavy, mostly non-treatable organic and inorganic fine particles from the influent wastewater with centrifugal force to make downstream treatment more efficient. The 2024 CIP budget includes $215,000 for the rebuilding of the Pista Grit System. The grit system was evaluated in the 2018 Facility Plan Amendment and tentatively scheduled to be replaced or rebuilt in 2024. In 2022 the manufacturer, Smith & Lovelace (S&L), was brought in to conduct a more thorough evaluation and make recommendations. S&L recommended an upgrade to the Pista

Optiflow 270 system, which is an upgraded version of the existing Pista grit removal equipment. The upgrade includes a new baffle system that improves the particle removal efficiency, as well as a new drive system, gearbox, paddles, grit pump, and control panel.

Cm. Johnson moved, seconded by Cm. Becker recommends the purchase of the Pista Optiflow 270 upgrade equipment from Energenecs/Smith & Lovelace for $140,865.00, the mechanical installation services from Sabel Mechanical for $41,950.00, and $5,500 for electrical and controls, for the total cost not to exceed $188,315 as noted in the 2024 CIP. Motion carried.

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)*
Cm. Jaeckel moved, seconded by Cm. Schultz to approve the list of Verified Claims and authorize payment. Motion carried.

13. Adjournment

Cm. Jaeckel moved, seconded by Cm. Becker to adjourn. Meeting adjourned at 7:41 pm

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

Respectfully submitted,
Michelle Ebbert
City Clerk/Treasurer