



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, OCTOBER 15, 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. Jaeckel, Cm. Johnson, Cm. Schultz and President Lescohier. Also present: City Manager, City Clerk/Treasurer, City Attorney, Director of Public Works, Building Inspector and Library Director. Excused absence: Cm. Becker.

3. Public Hearings

None.

4. Public Comment

5. Consent Agenda

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

- a. Review and possible action relating to the **minutes of the October 1, 2024 City Council meeting** (Ebbert, Clerk/Treasurer/Finance Director)
- b. Review and possible action relating to the **minutes of the October 8, 2024 Plan Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)
- c. Review and possible action relating to **building, plumbing, and electrical permit report for September 2024** (Draeger, Building Inspector/Zoning Administrator)
- d. Review and possible action relating to the City Clerk-issued **License and Permit Report for September 2024** (Ebbert, Clerk/Treasurer/Finance Director)
- e. Review and possible action relating to **City Sewer, Water, and Stormwater Utility Financial Statements** as of September 30, 2024 (Ebbert, Clerk/Treasurer/Finance Director)
- f. Review and possible action on a **Special Event: Magic on Janesville Avenue, Friday, December 6, 2024, 4:00- 6:30 pm** (Ebbert, Clerk/Treasurer/Finance Director)

- g. *Review and possible action on a **Special Event: Fort Polar Path - Fort Atkinson Animated Holiday Light Display, November 1, 2024 - January 11, 2025** (Ebbert, Clerk/Treasurer/Finance Director)*

6. Petitions, Requests, and Communications

None.

7. Resolutions and Ordinances

- a. *Second and possible Third/Final reading of an **Ordinance annexing the territory addressed 1222 Van Buren Street** (to be addressed 113 Wilson Avenue) to the City of Fort Atkinson (Draeger, Building/Zoning Administrator)*

Inspector Draeger presented the Ordinance that pertains to the request submitted by applicants John and Jane Anderson to annex property located at 1222 Van Buren Street due to a failed septic system. The applicants purchased the subject property located in the Town of Koshkonong in April 2023 and are petitioning to Annex the territory into the City. The applicants have requested to hook up to city sewer and water due to a failed septic system and by Ordinance must annex the property into the city when public utilities are available. Public Utilities are in place on Wilson Ave. The applicants will hook up to the city sewer and water and abandon the existing well. The property will be addressed 113 Wilson Avenue when annexed to the City.

Cm. Schultz moved, seconded by Jaeckel to approve the second reading, suspend the rules and waive the third reading of the Ordinance. Motion carried.

Cm. Schultz moved, seconded by Johnson to adopt Ordinance annexing the territory at 1222 Van Buren Street to be addressed 113 Wilson Avenue to the City of Fort Atkinson. Motion carried.

8. Reports of Officers, Boards, and Committees

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

9. Unfinished Business

None.

10. New Business

- a. *Review and possible action relating to a contract with Aqualis for storm water and sanitary sewer inspection services (Selle, Director of Public Works)*
Director Selle discussed inspections performed to identify issues that need to be repaired

in conjunction with planned road rehabilitation. These inspections are the only means to determine the integrity of below ground sanitary and stormwater pipes. The proposal requested a bid for a known quantity of work in 2024, those streets that we are currently designing for rehabilitation in the next few years, and an unknown quantity of work in 2025 - streets that might be further out on the rehabilitation list as well as those streets that have stormwater challenges in particular and require investigation into their function. The unknown additional inspection services in 2025, even though the quantity and area of the work is currently unknown. In 2025, staff will review and determine possible areas for additional work. One bidder returned a proposal, Aqualis at \$1.92/LF for storm pipe and \$1.65/LF for sewer. The collection system maintenance items in both Stormwater and Wastewater CIP will be utilized to pay for the 2024 work. The estimated linear feet of work in 2024 is Sanitary at 16,7000 LF and Storm at 23,000 LF. The Wastewater Utility will fund the sanitary sewer pipe inspections (\$27,555), and the Storm Water Utility will fund the storm water pipe inspections (\$44,160). The final payment will be based on the actual measured Linear Feet of pipe inspected; however, these are close estimates.

Cm. Schultz moved, seconded by Cm. Johnson to approve the contract with Aqualis for \$71,715 in 2024 inspection services. The cost will be assigned to the respective work performed on Stormwater Utility infrastructure and Wastewater Utility infrastructure. Motion carried.

- b. *Review and possible action relating to the purchase of luxury vinyl plank flooring for the library at a cost not to exceed \$9,179 from Adair Commercial Flooring from the 2024 CIP (Lippert, Library Director)*

Director Lippert stated that Staff identified the need for replacement flooring in the Dwight Foster Public Library's computer lab. The lab's hard flooring is the top priority for replacement because it is significantly stained and buckled in several locations. The current floor presents a tripping hazard. Luxury vinyl tile (or luxury vinyl planks) is a sustainable flooring material that will hold up to the wear and abuse seen in public buildings. Three companies provided quotes with similar work processes, although one company did not include moving furniture in the cost estimate. The cost to replace the flooring with Adair Commercial Flooring is \$8,679 plus \$500 for furniture moving for a total of \$9,179, which is the lowest cost of the three proposals. Adair will demo and dispose of flooring in the second floor computer lab and install 910 square feet of Karndean LVP flooring in the second floor computer and library shelving. The proposal includes skim coating to encapsulate old adhesive and preparing subfloor for new flooring. The project is estimated to take three to four days. Lippert stated the 2024 CIP includes a budgeted amount of \$12,000 to replace the library's carpeting and/or flooring. Capital projects at the Library are generally reimbursed to the City through the Library Trust held with Edward Jones.

Cm. Jaeckel moved, seconded by Cm. Schultz to approve the proposal from Adair Commercial Flooring for library flooring at a cost not to exceed \$9,179, as outlined in the 2024 CIP and to be reimbursed to the City from the Library Trust. 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. Schultz moved, seconded by Cm. Jaeckel to approve the list of Verified Claims and authorize payment. Motion carried.

13. Adjournment

Cm. Schultz moved, seconded by Cm. Jaeckel to adjourn. Meeting adjourned at 7:17 pm.

Respectfully submitted,

Michelle Ebbert

City Clerk/Treasurer/Finance Director