

Present: Glass, P. Schmitt, Schneiter, Schroeder, and K. Schmitt  
Absent: None  
Mayor Paul Herold called the meeting to order at 7:00 p.m.

Ashley Christianson, UERPC, opened with the Public Hearing on the CDBG grant application. She read the 9 points of the application, which are attached. There were no questions. Christianson is waiting for the DNR site approval and will submit by December 30<sup>th</sup>, 2019 to meet the January 1, 2020 deadline.

Motion was made by K. Schmitt, seconded by Schroeder, to approve Resolution 308 authorizing UERPC to submit the CDBG application to IEDA for \$300,000 to help fund the Lagoon Project. All Aye. Carried.

Motion was made by Schneiter, seconded by Glass to approve to amend the Engineering Agreement with SEH from \$72,100 to \$103,100 due to additional time and changes in the scope of the project. After some discussion, all voted Aye. Herold also recently spoke with the City Attorney, and he is still waiting on abstractor to provide the updated abstract.

Greg Barta was absent, no updates needed.

Motion was made by Glass, seconded by P. Schmitt, to approve November 6, 2019 Council Minutes, November Clerk Reports and Monthly Bills. All Aye. Carried.

Discussed Second Well Project. Dan Gerleman has offered to sell his land on contract to help the City, with payments in 2021, 2022, and 2023. He has approximately 6-7 acres, and will sell at \$30,000. Schneiter made a motion to proceed to purchase the land as discussed. K. Schmitt seconded. All Aye. Carried. Herold will contact SEH to do a survey, and they also recommend an Archaeological study on the property. Tom Madden, Engineer, will discuss procurement for CDBG with UERPC.

Reviewed the revised building permit form. P. Schmitt made a motion to approve and begin using. Glass seconded. All Aye. Carried.

K. Schmitt made a motion to approve Lee's Repair bid for Snow Removal at the same price as this year. Schneiter seconded. All Aye. Carried.

Gary and Marlys Uhlenhake submitted a building permit for the trailer they moved onto the lot at 5 South Court. Motion was made by Glass, seconded by Schneiter, to approve as submitted. All Aye. Carried.

Discussed the change in procedure of the FY21 budget with having to post the general tax levy prior to the entire budget and extra time we may need to hold the two public hearings required. Barta is requesting a mower in this next budget and would like to do more street projects.

Reviewed Annual Financial Report for FY19. Johansen has submitted to Department of Management as required by the December 1, 2019 date.

Discussed WCDI funding opportunity, and Herold advised Barta submitted to resurface the tennis court.

Administered Oath of Office for re-elected Mayor Herold and Council Kay Schmitt, and Paul Schmitt, and for newly elected Council Dale Leuenberger. All will serve a 4-year term.

Herold gave an update on E911 and Dispatch. Funding will cover network of towers, dispatchers, and emergency management with a tax for the whole county.

Fire Chief Ron Franzen provided copies of the new Bylaws for the Fort Atkinson Fire Department and elected officers.

Next meeting will be January 13, 2019, at 7pm in the Community Center.

Motion to adjourn was made by Schneiter, seconded by Glass. All Aye. Carried.  
Meeting adjourned at 8:00 p.m.

Attest: \_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

Alliant – Electric	\$1,895.09
Amie Johansen – MLA Class	\$160.00
Badger Meter – Software	\$99.36
Baker & Taylor – Books	\$243.95
Bruening – Rock	\$448.81
Calmar Courier – Publishing	\$83.99
Christina Bodensteiner – Mileage	\$162.02
FED/FICA Taxes	\$1,559.62
Darin Barta – Rent	\$70.00
Decorah Mobile Glass – Repair	\$108.00
Drillings – Blade	\$199.95
Farmers Union Coop – Kerosene	\$20.70
Fort Rentals – Rent	\$90.00
Franzen Sales – UPS	\$84.87
GWorks – License	\$2,847.88
Hawkeye Sanitation – Garbage	\$2,040.22
Hawkins – Azone	\$333.70
Heying MFG – Supplies	\$38.70
Hubers – Supplies	\$137.73
Iowa Barns – Book	\$29.95
Iowa League of Cities – Training	\$130.00
Iowa Pump Works – Repairs	\$8,773.20
IPERS	\$1,143.92
John Deere – Supplies	\$33.95
Keystone – Testing	\$219.50
Lee’s Repair – Skidloader	\$525.00
Lickety Split – Fuel	\$4,432.46
Luana Savings – Loan Pymt	\$15,237.17
Marv Smith – Repairs	\$51.97
Mediacom – Internet	\$219.57
Myles Kupka – Workshop	\$157.86
Napa – Parts	\$81.47
Overhead Door – Repair	\$95.00
Post Office – Postage	\$125.00
SEH – Engineering	\$5,707.29
The Iowan – Subscription	\$38.00
US Cell – Phone	\$248.40
Utility Equip – Supplies	\$10.00
Wellmark – Insurance	\$523.57
Payroll	\$5,580.43
<b>Totals</b>	<b>\$54,213.30</b>

<b>Funds:</b>	<b>Expenses:</b>	<b>Revenue:</b>
General	\$17,301.01	\$ 9,667.82
Museum	\$ 0	
Road Use	\$ 1,566.22	\$ 3,366.23
Employee Benefits	\$ 523.57	\$ 991.65
Emergency		\$ 117.65
Local Opt.		\$ 3,106.45
Water	\$ 10,755.94	\$ 4,632.01
Sewer	\$ 18,201.41	\$ 8,164.36
Lagoon	\$ 5,707.29	\$ 0
Library		\$ 2,100.00
Historic Preservation	\$ 157.86	\$
Debt		
<b>Total</b>	<b>\$ 54,213.30</b>	<b>\$ 32,146.17</b>

**Conduct at least one public hearing on the activities proposed in the application and at least one public hearing on the status of funded activities following an award. Make sure all nine (9) points are covered (see list below) and included in the public hearing minutes. The application public hearing must include a review of:**

**(a) how the need for the proposed activity or projects were identified;**

The need for the Community Development Block Grant (CDBG) water/sewer grant with the Iowa Economic Development Authority came from various planning sessions within the City of Fort Atkinson. In 2014, the City obtained a new National Pollutant Discharge Elimination System permit that included water quality changes that have affected the City's wastewater treatment discharge limit. The City's Wastewater Treatment Facility, as currently configured for operation, will not be able to meet the proposed limits.

**(b) how the proposed activity or projects will be funded and the sources of funds;**

The request to the Iowa Economic Development Authority will be \$300,000. If successfully funded, the remainder of the proposed activity will be funded through a State Revolving Fund loan along with funds from the City of Fort Atkinson, for a total project cost of \$3,277,098.

**(c) the date the CDBG application will be submitted;**

The CDBG water/sewer application will be submitted on or before January 1, 2020 to the Iowa Economic Development Authority.

**(d) requested amount of federal funds;**

The requested amount is \$300,000.

**(e) estimated portion of federal funds that will benefit persons of low and moderate income;**

Given that a community income survey conducted in July of 2019 found that 53.37% of Fort Atkinson's residents could be considered low- and moderate-income persons, it can be expected that the same proportion of the funds will benefit that group of residents or a total of 186 persons.

**(f) where the proposed activity or project will be conducted;**

The proposed project will be conducted outside the city limits of Fort Atkinson but on property owned by the City at 2658 State Highway 24.

**(g) plans to minimize displacement of persons and businesses as a result of funded activities or projects;**

No businesses or persons will be displaced as a result of the proposed facility improvements.

**(h) plans to assist persons actually displaced, and;**

No plans are needed since no persons will be displaced.

i **(i) the nature of the proposed activity or project.**

The nature of the proposed project within the City of Fort Atkinson will consist of constructing a larger controlled discharge lagoon system and an ultraviolet disinfection system. These improvements, which include increasing the size of the lagoon system in order to only discharge one time a year, will allow the City's Wastewater Treatment Facility to meet the proposed design influent wastewater characteristics and proposed effluent water quality limits. In addition, the ultraviolet disinfection system will allow the Wastewater Treatment Facility to meet water quality limits for E. coli.