



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, APRIL 19, 2022 – 7:00 PM
CITY HALL – SECOND FLOOR**

1. CALL MEETING TO ORDER

President Scherer called the meeting to order at 7:00 pm.

2. ROLL CALL

Present: Cm. Becker, Cm. Hartwick, Cm. Housley, Cm. Johnson and President Scherer. Also present: Manager, Attorney, Engineer, Clerk/Treasurer, Public Works Superintendent, Wastewater Supervisor, Park & Recreation Director and Police Chief.

3. PUBLIC HEARINGS – NONE

4. PUBLIC COMMENT:

Ron Kutz, 307 Wilson Ave spoke on the deer overpopulation in his neighborhood. He has concerns for CWD and the deer eating gardens.

5. CONSENT AGENDA:

- a. *Review and possible action relating to the minutes of the April 7, 2022 regular City Council meeting (Ebbert, Clerk/Treasurer/Finance Director)*
 - b. *Review and possible action relating to building, plumbing, and electrical permit report for March 2022 (Juarez, Building Inspector)*
 - c. *Review and possible action relating to the City Clerk-issued License and Permit Report for March 2022 (Ebbert, Clerk/Treasurer/Finance Director)*
 - d. *City Sewer, Water, and Stormwater Utility Financial Statements as of March 31, 2022 (Ebbert, Clerk/Treasurer/Finance Director)*
 - e. *Review and possible action relating to a Special Event: Senior Center Brat Bash on April 30, 2022 at the Senior Center (Ebbert, Clerk/Treasurer/Finance Director)*
 - f. *Review and possible action relating to a Special Event: American Legion Post 166 Fishing Derby on June 4, 2022 at 201 S. Water St. E (Ebbert, Clerk/Treasurer/Finance Director)*
- Cm. Becker moved, seconded by Cm. Johnson to approve the Consent Agenda as listed, items 5.a. through 5.f. Motion carried.

6. PETITIONS, REQUESTS, AND COMMUNICATIONS

- a. *Review and possible action relating to proclamation recognizing National Telecommunicators Week April 10-16, 2022 (Bump, Police Chief)*
- Cm. Hartwick moved, seconded by Cm. Johnson to approve the proclamation recognizing National Telecommunicators Week April 10-16, 2022. Motion carried.

b. *Review and possible action relating to proclamation recognizing April as Fair Housing Month in the City of Fort Atkinson (LeMire, City Manager)*

Cm. Becker moved, seconded by Cm. Johnson to approve the proclamation recognizing April as Fair Housing Month in the City of Fort Atkinson. Motion carried.

c. *Review and possible action relating to proclamation recognizing April 29, 2022 as Arbor Day in the City of Fort Atkinson (Williamson, Public Works Superintendent)*

Cm. Housley moved, seconded by Cm. Johnson to approve the proclamation recognizing April 29, 2022 as Arbor Day in the City of Fort Atkinson. Motion carried.

7. RESOLUTIONS AND ORDINANCES – NONE

8. REPORTS OF OFFICERS, BOARDS, AND COMMITTEES:

a. *City Manager's Report (LeMire, City Manager)*

No action required.

9. UNFINISHED BUSINESS:

a. *Review and possible action relating to the Wastewater Treatment Plant – Phase 2 Improvements Project for Change Order #3 Aluminum Cover Substitution (Christensen, Wastewater Utility Supervisor)*

Supervisor Christensen and Donohue rep Kevin Berg discussed the reason for the change order as the supplier has gone out of business. Berg provided research regarding the challenge to investigate other suppliers, materials and options including delaying the project in hopes of reduction of material costs.

Cm. Hartwick moved, seconded by Cm. Johnson to approve Change Order #3 Aluminum Cover Substitution for the Wastewater Treatment Plant-Phase 2 Improvements Project for \$261,313 to be paid for using project contingency funds. Motion carried.

b. *Review and possible action relating to proposals from consultants for the development of a Comprehensive Outdoor Recreation Plan for years 2023-2028 (Franseen, Parks and Recreation Director)*

Director Franseen reviewed detailed critiquing done by the subcommittee on submitted recreation plans. Following interviews of the firms and rating the submissions on a matrix, the committee recommends MSA. Having a plan could create opportunities to apply for grants.

Cm. Hartwick moved, seconded by Cm. Johnson to accept the proposal for a Comprehensive Outdoor Recreation Plan for 2023-2028 from MSA Professional Services and authorize the City Manager to execute a contract not to exceed \$28,000 to be paid for through the 2022 Parks & Recreation CIP Budget. Motion carried.

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

11. THE 2021-2022 CITY COUNCIL WILL ADJOURN – SINE DIE

Cm. Hartwick moved, seconded by Cm. Johnson to adjourn sine die. Motion carried.

12. THE CITY CLERK WILL ADMINISTER THE OATH OF OFFICE TO NEWLY ELECTED COUNCIL MEMBER (EBBERT, CLERK/TREASURER/FINANCE DIRECTOR)

13. CALL TO ORDER THE FIRST MEETING OF THE 2022-2023 CITY COUNCIL (LEMIRE, CITY MANAGER)

Manager LeMire called the first meeting of the 2022-2023 City Council meeting to order.

14. ROLL CALL

Present: Cm. Becker, Cm. Hartwick, Cm. Johnson, Cm. Scherer and Cm. Schultz. Also present: Manager, Attorney, Engineer, Clerk/Treasurer

15. ELECTION OF THE PRESIDENT OF THE CITY COUNCIL FOR THE TERM OF APRIL 19, 2022 – APRIL 18, 2023 (LEMIRE, CITY MANAGER)

Cm. Hartwick moved to nominate Chris Scherer to the position of City Council President for the 2022-2023 year. Seconded by Cm. Johnson and motion carried.

16. PRESIDENT TAKES CHAIR AND LEADS THE ELECTION OF THE PRESIDENT PRO TEM (COUNCIL PRESIDENT)

Cm. Becker moved to nominate Bruce Johnson to the position of City Council President Pro Tem for the 2022-2023 year. Seconded by Cm. Schultz.

17. REVIEW AND POSSIBLE CONFIRMATION OF THE CITY MANAGER’S APPOINTMENT OF ERIC SCHULTZ TO SERVE AS THE COUNCIL MEMBER ON THE PLAN COMMISSION (LEMIRE, CITY MANAGER)

Cm. Hartwick moved, seconded by Cm. Johnson to approve Eric Schultz to serve as the Council Representative on the Plan Commission for the 2022-2023 term. Motion carried.

18. REVIEW AND POSSIBLE ACTION TO DESIGNATE THE DAILY JEFFERSON COUNTY UNION AS THE OFFICIAL CITY NEWSPAPER FOR PURPOSES OF PUBLISHING REQUIRED LEGAL NOTICES (EBBERT, CLERK/TREASURER/FINANCE DIRECTOR)

Cm. Schultz moved, seconded by Cm. Hartwick to designate the Daily Jefferson County Union as the Official City Newspaper for purposes of publishing required legal notices. Motion carried.

19. NEW BUSINESS:

a. *Review and possible action relating to Board of Review scheduled for Thursday, May 5, 2022, from 10:00 a.m. to 12:00 p.m. (Ebbert, Clerk/Treasurer/Finance Director)*

Cm. Becker moved, seconded by Cm. Johnson to accept the date and time of the 2022 Board of Review meeting on May 5, 2022, from 10:00 a.m. to 12:00 p.m. Motion carried.

20. MISCELLANEOUS – NONE

21. ADJOURNMENT

Cm. Hartwick moved, seconded by Cm. Johnson. Motion carried 7:49 pm.

Respectfully submitted

Michelle Ebbert

City Clerk/Treasurer/Finance Director