



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, MAY 17, 2022 – 7:00 PM  
CITY HALL – SECOND FLOOR**

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**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. Johnson, Cm. Schultz and President Scherer. Also present: City Manager, City Engineer, City Attorney, City Clerk/Treasurer, Museum Director and Deputy Chief.

**3. PUBLIC HEARINGS – NONE**

**4. PUBLIC COMMENT – NONE**

**5. CONSENT AGENDA:**

- a) Review and possible action relating to the minutes of the May 3, 2022 regular City Council meeting (Ebbert, Clerk/Treasurer/Finance Director)*
- b) Review and possible action relating to building, plumbing, and electrical permit report for April 2022 (Building Inspector)*
- c) Review and possible action relating to the City Clerk-issued License and Permit Report for April 2022 (Ebbert, Clerk/Treasurer/Finance Director)*
- d) City Sewer, Water, and Stormwater Utility Financial Statements as of April 30, 2022 (Ebbert, Clerk/Treasurer/Finance Director)*
- e) Review and possible action relating to a Special Event: Fort Atkinson Abiding Shepherd Lutheran Church Car Show, Sunday, May 22, 10:30 a.m.-4 p.m. at 1401 N. High St. (Ebbert, Clerk/Treasurer/Finance Director)*
- f) Review and possible action relating to a Special Event: Rhythm Remix, Saturday Aug. 27, 10 a.m.-6 p.m. in downtown Fort Atkinson (Ebbert, Clerk/Treasurer/Finance Director)*
- g) Review and possible action relating to a Special Event: Fort Atkinson Generals Baseball Festival, Thursday, June 16, 5 p.m.-11:59 p.m., Friday, June 17, 5 p.m.-11:59 p.m., Saturday, June 18, 10 a.m.-11:59 p.m. and Sunday, June 19, 12 p.m.-4 p.m. at Jones Park (Ebbert, Clerk/Treasurer/Finance Director)*
- h) Review and possible action relating to a Special Event: Fort Atkinson Senior Center Picnics in the Park, June 3, 2022 at Rock River Park, July 1, 2022 at Jones Park, Aug. 5, 2022 at Ralph Park; all events from 12 p.m.-1 p.m. (Ebbert, Clerk/Treasurer/Finance Director)*

Cm. Becker moved, seconded by Cm. Hartwick to approve the Consent Agenda as listed, items 5.a. through 5.h. Motion carried.

## **6. PETITIONS, REQUESTS, AND COMMUNICATIONS**

*a) Review and possible action relating to proclamation recognizing Fort Atkinson as the Intersectional Peony City of Wisconsin (Lee, Museum Director)*

Director Lee addressed the Council and introduced the recognition that has occurred since 2012.

Cm. Becker moved, seconded by Cm. Schultz to approve the proclamation recognizing Fort Atkinson as the Intersectional Peony City of Wisconsin. Motion carried.

*b) Review and possible action relating to proclamation recognizing April 22, 2022 as Monarch Pledge Day in the City of Fort Atkinson (LeMire, City Manager)*

Manager LeMire introduced the proclamation urging residents to plant monarch gardens.

Cm. Hartwick moved, seconded by Cm. Johnson to approve the proclamation recognizing April 22, 2022 as Monarch Pledge Day in the City of Fort Atkinson. Motion carried.

*c) Review and possible action relating to proclamation recognizing the 53<sup>rd</sup> Annual Professional Municipal Clerks Week (LeMire, City Manager)*

Cm. Johnson moved, seconded by Cm. Schultz to approve the proclamation recognizing the 53<sup>rd</sup> Annual Professional Municipal Clerks Week. Motion carried.

## **7. RESOLUTIONS AND ORDINANCES:**

*a) First Reading relating to an Ordinance Amending Section 1-14 of the City of Fort Atkinson Municipal Code relating to voting wards and boundaries (Ebbert, Clerk/Treasurer/Finance Director)*

Clerk/Treasurer Ebbert discussed the redistricting based on the 2020 US Census, the City Council adopted Ordinance #808 on November 2, 2021, which established new voting wards and boundaries. Efficiencies were created during this process that resulted in the elimination of Ward 10. Shortly thereafter, the Banker Road annexation was finalized at the State level, and the newly-annexed land was designated a Ward 11 with a population of zero. The impact of these ordinances was the creation of ten wards within the City: Wards 1 through 9, and Ward 11. The Wisconsin Elections Commission, the Jefferson County Clerk, and the Jefferson County Land Records Office all have recommended that the City amend our ordinance to rename Ward 11 as "Ward 10" to avoid confusion and the gap in ward assignments.

Cm. Hartwick moved, seconded by Cm. Becker to direct the City Manager to prepare the Ordinance Amending Section 1-14 of the City of Fort Atkinson Municipal Code relating to voting wards and boundaries for a second and possible third reading at the meeting on June 7, 2022. Motion carried.

## **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 transfer of \$91,760.74 from the General Fund Unassigned Fund Balance to specific Assigned Memorial Fund Accounts (LeMire, City Manager)*  
Manager LeMire discussed the donations and the request to segregate them for future use. These funds were not donated for nor have they been designated for specific purposes at this time. However, staff does feel that they should be retained outside of the unassigned fund balance in order to be used for purposes within the Parks & Recreation Department. Staff intends to identify purposes for these funds during and after the Comprehensive Outdoor Recreation Plan (CORP) process to be completed in 2022.

Cm. Johnson moved, seconded by Cm. Becker to authorize the transfer of \$91,760.74 from the General Fund Unassigned Fund Balance to specific assigned memorial fund accounts as described in the staff memo. Motion carried.

## **10. NEW BUSINESS:**

*a) Review and possible action on the purchase of Fire Department Equipment including a Stryker Medical Monitor/Defibrillator for \$34,320.74, a Jefferson Fire & Safety Stretcher for \$20,984.00, a Stryker Medical Stair Chair for \$3,421.46 and a Stryker Medical Demo Stretcher for \$16,596.21 (Rausch, Fire Chief)*

Deputy Chief Lawrence provided the items noted are for the start-up of the EMS service that was approved by Referendum. These costs are within the budget that includes a \$250,000 Community Foundation Grant and \$250,000 of ARPA funds. No general tax dollars are going towards these purchases.

Cm. Hartwick moved, seconded by Cm. Johnson to authorize the City Manager to sign a purchase orders for Fire Department Equipment including a Stryker Medical Monitor/Defibrillator for \$34,320.74, a Jefferson Fire & Safety Stretcher for \$20,984.00, a Stryker Medical Stair Chair for \$3,421.46 and a Stryker Medical Demo Stretcher for \$16,596.21. 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. Becker moved, seconded by Cm. Hartwick to approve the Verified Claims presented by the Director of Finance and authorize payment. Motion carried.

## **13. ADJOURNMENT**

Cm. Becker moved, seconded by Cm. Johnson. Meeting adjourned at 7:24 pm.

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