



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, OCTOBER 4, 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. Johnson, Cm. Schultz and President Scherer. Also present: City Manager, City Attorney, City Clerk/Treasurer, City Engineer, Building inspector and Public Works Superintendent.

3. PUBLIC HEARINGS – NONE

4. PUBLIC COMMENT - NONE

5. CONSENT AGENDA:

- a) *Review and possible action relating to the minutes of the September 20, 2022 regular Fort Atkinson City Council meeting (Ebbert, Clerk/Treasurer/Finance Director)*
- b) *Review and possible action relating to the minutes of the September 26, 2022 Joint Review Board meeting (LeMire, City Manager)*
- c) *Review and possible action relating to the minutes of the September 27, 2022 regular Plan Commission meeting (Ebbert, Clerk/Treasurer/Finance Director)*

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

6. PETITIONS, REQUESTS, AND COMMUNICATIONS:

- a) *Review and possible action relating to a proclamation recognizing Fire Prevention Week in the City of Fort Atkinson (LeMire, City Manager)*

Cm. Becker moved, seconded by Cm. Hartwick to adopt the proclamation recognizing Fire Prevention week in the City of Fort Atkinson. Motion carried.

7. RESOLUTIONS AND ORDINANCES:

- a) *Review and possible action relating to a Resolution Authorizing Entry into an Intergovernmental Cooperation Agreement relating to the "Wisconsin Investment Series Cooperative" and authorizing participation in the Investment Programs of the Fund (LeMire, City Manager)*

Manager LeMire discussed the financial policy for investments. Associate VP Matt Silkey of WISC reviewed their business model and discussed options for investments.

Cm. Schultz moved, seconded by Cm. Becker to adopt the resolution authorizing entry into an Intergovernmental Cooperation Agreement relating to the Wisconsin Investment Series Cooperative and authorizing participation in the investment programs of the fund; and to authorize the City Manager to invest \$4,000,000 of funds with PMA in WISC. Motion carried.

8. REPORTS OF OFFICERS, BOARDS, AND COMMITTEES:

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

9. UNFINISHED BUSINESS – NONE

10. NEW BUSINESS:

a) Review and possible action relating to an Extra-Territorial Certified Survey Map for the Gore/Mellage property located at 1917 S. Main St. (Selle, City Engineer/Director of Public Works)

Engineer Selle reviewed the applicants and property owners' requested to parcel off an approximately 2.8 AC lot from the parent parcel. The location is roughly 1917 S Main St. The parcel abuts the City of Fort Atkinson on two sides. This parcel has come before both Plan Commission and City Council previously (2021), under ownership by the Merriman Family. The original parent parcel was +/- 11 acres and previous owners had preliminarily showed a subdivision with approximately 20 homes and 3 roads stubbed with utilities in anticipation of future urban residential development. Plan Commission had recommended approval of the request with two conditions. Following extensive review and discussion with legal counsel, it was determined that the Statutes were unclear as to the allowance for the Commission to request the conditions.

Cm. Hartwick moved, seconded by Cm. Becker to approve the one-lot extra-territorial Certified Survey Map Revised August 8, 2022 for the property located at 1917 S. Main Street as submitted (without the officially mapped right-of-way shown on the parent parcel). Motion carried.

b) Review and possible action relating to a Ground Lease between the City of Fort Atkinson and United States Cellular Operating Company LLC for use of a portion of the property at 711 Zaffke Street (LeMire, City Manager)

Manager LeMire discussed the submission from US Cellular for a Conditional Use Permit from the City's Plan Commission to install a 70-foot tall monopole communication tower on the City-owned property located at 711 Zaffke Street on March 8, 2022. This property currently contains a 50-foot tall blue water tower and is located in the City's Institutional (I) Zoning District. The proposed Lease has been vetted by City staff and the City Attorney and is attached for review and possible action. Thaddeus Johnson reviewed the research done to confirm this location is suitable based on zoning and the need for expanded coverage in this area.

Council members reflected on discussions with residents and neighboring property owners.

Cm. Schultz moved, seconded by Cm. Johnson to approve the proposed Ground Lease between the City of Fort Atkinson and US Cellular for a portion of the property located at 711 Zaffke Street. Motion carried 4-1, Becker opposed.

c) Review and possible action on awarding a Demolition and Remediation Bid for the Loeb-Lorman site located at 115 Lorman St. (Selle, City Engineer/Director of Public Works)

Engineer Selle discussed the grant through a Capital Development Block Grant -CLOSE program, that allowed the purchase of 3 parcels composing the Lorman properties in early 2021. A site investigation into both the buildings and possible soil contaminants commenced in spring of 2021. That investigation is nearing the end, with WDNR currently reviewing the data and recommendations for remediation. The City solicited public bids for the demolition of structures on the Lorman Properties, one was received. The project must be complete by December 31, 2022 in order to comply with the deadline for grant funding. The project bid was formatted as a base bid with a number of alternates. Staff will recommend that the base bid be awarded this evening, including the work necessary to remove all vertical structures on the site (buildings, dead trees, fences etc.). The alternate items will be used to activate work on other aspects of the site associated with the soil remediation or additional horizontal pavement removal if desired.

Cm. Becker moved, seconded by Cm. Hartwick to award the Lorman Demotion project base contract with Edgerton Contractors for \$458,000; and to authorize the City Engineer to activate additional demolition-related alternates MA-A through MA-F, provided that the total remains at or under \$612,753. Motion carried.

d) Review and possible action relating to an Intergovernmental Agreement continuing the Jefferson County Economic Development Consortium (LeMire, City Manager)

Manager LeMire noted the City has been a member of the Jefferson County Economic Development Consortium (JCEDC) since the organization's inception in 2017. Within the last several months, the organization has undergone a change in leadership and new strategic planning to shape its future. In light of those items, along with a new focus on prosperous communities and connecting with the ThriveED (private investors) Board of Directors, the JCEDC and Jefferson County are proposing changes to the Intergovernmental Agreement.

Cm. Hartwick moved, seconded by Cm. Becker to approve the Intergovernmental Agreement continuing the Jefferson County Economic Development Consortium and authorize the City Manager to execute the document on behalf of the City of Fort Atkinson. 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 as presented. Motion carried.

13. **ADJOURNMENT**

Cm. Hartwick moved, seconded by Cm. Becker to adjourn. Meeting adjourned at 8:07 pm.

Respectfully submitted

Michelle Ebbert

City Clerk/Treasurer/Finance Director