



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, NOVEMBER 15, 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 Engineer, City Clerk/Treasurer/Finance Director, Police Chief, Wastewater Superintendent, Building Inspector, Library Director, Public Works Superintendent, Public Works Supervisor and Park & Recreation Director.

3. PUBLIC HEARINGS – NONE

4. PUBLIC COMMENT:

Joe Grams 414 Zida Street – wanted to lodge complaints about Haumerson's Pond. He has increased traffic down his street, loud music from cars traveling on the street to and from the park. He asked about light pollution laws that cause interference with the enjoyment of his property. Inquired when the trees would be planted that provides a shield from headlights. He also has concerned for cars being parked on the grass on the street.

5. CONSENT AGENDA:

- a) *Review and possible action relating to the minutes of the November 1, 2022 regular City Council meeting (Ebbert, Clerk/Treasurer/Finance Director)*
- b) *Review and possible action relating to the minutes of the November 1, 2022 Joint Review Board meeting (Ebbert, Clerk/Treasurer/Finance Director)*
- c) *Review and possible action relating to building, plumbing, and electrical permit report for October 2022 (Draeger, Building Inspector/Zoning Administrator)*
- d) *Review and possible action relating to the City Clerk-issued License and Permit Report for October 2022 (Ebbert, Clerk/Treasurer/Finance Director)*
- e) *City Sewer, Water, and Stormwater Utility Financial Statements as of October 31, 2022 (Ebbert, Clerk/Treasurer/Finance Director)*
- f) *Review and possible action relating to Special Event: Santa Cycle Rampage, December 3, 12:30-2 p.m., starting at Madison College and ending at the Farmer's Market parking lot (Ebbert, Clerk/Treasurer/Finance Director)*

- g) *Review and possible action relating to Special Event: Holiday Market & Open House and Trolley & Carriage Rides, December 3, 2022 9 a.m.-3 p.m. located inside three churches and the Fort Atkinson Club (Ebbert, Clerk/Treasurer/Finance Director)*
- h) *Review and possible action relating to Special Event: Holiday Market Food Truck Court, December 3, 2022, 2 p.m.-7 p.m. located in the Market Square Parking Lot and Merchants Ave. from Milwaukee Ave. to S. Third St. (Ebbert, Clerk/Treasurer/Finance Director)*
- i) *Review and possible action relating to Special Event: Magic on Janesville Avenue, December 9, 2022, 3-6:30 p.m. located on Janesville Avenue bike path in front of Jones Dairy Farm heading north toward Rotary Depot Pavilion (Ebbert, Clerk/Treasurer/Finance Director)*
- j) *Review and possible action to change the Council Appointment to the Economic Development Commission from Mason Becker to Bruce Johnson for the remainder of the 2022-2023 appointment year (Scherer, Council President)*
- k) *Review and possible action to change the Council Appointment to the Library Board from Bruce Johnson to Mason Becker for the remainder of the 2022-2023 appointment year (Scherer, Council President)*

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

6. PETITIONS, REQUESTS, AND COMMUNICATIONS:

- a) *Presentation relating to the Concept Plans and Cost Estimates of a new City of Fort Atkinson Public Works Operations Facility (Williamson, Public Works Superintendent)*

Public Works Superintendent explained the existing Public Works Operations facility that is more than 50 years old and has surpassed its useful life. This fact led the Council to approve a full campus facility evaluation and study, originally prepared in 2017, and a current 2022 existing facility review and concept plans for two locations owned by the City. The City Council, at the June 21, 2022 meeting, approved the submitted bid proposal from Engberg Anderson Architects for the planning and preparation of two Public Works Facility Concept Plans. The plans were prepared to allow for proper evaluation of the Existing Facility Campus, and the Loeb Lorman Site, for area, location and anticipated facility design criteria. The plans and estimated costs breakdowns attached are the culmination of the efforts of both City Staff and Engberg Anderson Architects.

The current location of the DPW Facility Campus includes a detail with an aerial photo containing the proposed facility details superimposed onto it. This detail gives the viewer an idea of the size, positional layout and scope of what a modern facility would look like located on the existing location, with the added ability to see the existing buildings, pavements and surroundings.

Possible Development Schedule:

- Design to take place in 2023
- Facility ground breaking and construction 2024

The current existing facility campus location will need to remain in operation should the City determine this location suits the need for reconstruction of the proposed facility. The

reconstruction timeline can be compressed to the next two years and may alleviate the need for more costly repairs to the existing building. This compression would require design to take place in 2023 and allow for ground breaking and construction in 2024.

The City Council will review this matter again at the meeting on December 20, 2022.

No action was taken.

b) Quarterly Extra-Territorial CSM update (Selle, City Engineer/Director of Public Works)

Engineer Selle reminded the approval at the December 18, 2018 City Council meeting, for the City Manager and City Engineer to approve Extra-Territorial Surveys that were within a 1.5 to 3 mile radius of the City limits and not require that they be presented to the Plan Commission for review. Staff did approve one extra-territorial survey that was within the 1.5 to 3 mile radius of the City limits in the second and third quarter of 2022.

No action required.

7. RESOLUTIONS AND ORDINANCES:

a) Review and possible action relating to a Resolution Adopting the 2023 Annual Budget and Setting the Property Tax Levy for the City of Fort Atkinson, Jefferson County, Wisconsin (LeMire, City Manager)

Cm. Hartwick moved, seconded by Cm. Johnson to approve the resolution adopting the 2023 Annual Budget and Setting the Property Tax Levy for the City of Fort Atkinson, Jefferson County, Wisconsin. Motion carried unanimously.

b) Review and possible action relating to a Resolution Confirming the Total Levy for Taxing Jurisdictions in the City of Fort Atkinson and Determining the Mill Rate (LeMire, City Manager)

Cm. Becker moved, seconded by Cm. Hartwick to approve the resolution confirming the total levy for Taxing Jurisdictions in the City of Fort Atkinson and Determining the Mill Rate. Motion carried unanimously.

c) Review and possible action relating to a Resolution establishing the 2023 Schedule of Fees for the City of Fort Atkinson, Jefferson County, Wisconsin (LeMire, City Manager)

Cm. Hartwick moved, seconded by Cm. Schultz to approve the resolution establishing the 2023 Schedule of Fees for the City of Fort Atkinson, Jefferson County, Wisconsin. Motion carried unanimously.

8. REPORTS OF OFFICERS, BOARDS, AND COMMITTEES:

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

No action required.

9. UNFINISHED BUSINESS – NONE

10. NEW BUSINESS:

a) Review and possible action related to Wastewater Utility – Phase II Improvements Project Change Order 8 and project update (Christensen, Wastewater Utility Superintendent)

Wastewater Superintendent discuss change order 8 which is an accumulation of changes and credits. As of November 2022 – the project has enacted formal changes totaling \$336,914. This proposed change includes both additive and deductive items. These items are grouped below, including reconciliation of project allowances – returning funds to the project budget dollar-for-dollar.

Enacted Changes	\$336,914.00
Proposed Adders	\$103,055.00
<u>Proposed Deducts</u>	<u>(\$96,330.00)</u>
Net Projected Changes	\$343,639.00

Inclusion of this proposed change order along with all other pending changes results in a net addition to the project of \$343,639. The beginning balance of the project contingency was \$669,250. The remaining value of the contingency is \$325,611, or about 48% of the original contingency.

Cm. Becker moved, seconded by Cm. Johnson to approve Change Order #8 for Phase II of the Wastewater Utility facility project for the net cost of \$6,725. 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 authorization of payment. Motion carried unanimously.

13. ADJOURNMENT

Cm. Hartwick moved, seconded by Cm. Becker to adjourn. Meeting adjourned at 8:27 pm.

Respectfully submitted
Michelle Ebbert
City Clerk/Treasurer/Finance Director