



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, APRIL 18, 2023 – 7:00 PM
CITY HALL – SECOND FLOOR**

<https://us02web.zoom.us/j/5997866403?pwd=alcreldSbGpNUVl1VnR1RWF5bXovdz09>

Meeting ID: 599 786 6403
Passcode: 53538

Dial by Location
+1 312 626 6799

If you have special needs or circumstances which may make communication or accessibility difficult at the meeting, please call (920) 397-9901. Accommodations will, to the fullest extent possible, be made available on request by a person with a disability.

AGENDA

1. **Call meeting to order**
2. **Roll call**
3. **Public Hearings – None**
4. **Public Comment:** *The City Council will receive comments from City residents. Comments are generally limited to three minutes per individual. Anyone wishing to speak is required to sign up in advance or state the following items for the record when called upon: name, address, subject matter, and contact information. No action will be taken on any public comments unless the item is also elsewhere on the agenda.*
5. **Consent Agenda:** *The Consent Agenda outlined below is hereby presented for action by the City Council. Items may be removed from the Consent Agenda on the request of any one Council member. Items not removed may be adopted by one action without debate. Removed items may be taken up either immediately after the Consent Agenda or placed later on the agenda at the discretion of the Council President.*
 - a. Review and possible action relating to the **minutes of the April 6, 2023 regular City Council meeting** (Ebbert, Clerk/Treasurer/Finance Director)

- b. Review and possible action relating to the **minutes of the April 11, 2023 regular Plan Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)
- c. Review and possible action relating to **building, plumbing, and electrical permit report for March 2023** (Draeger, Building Inspector)
- d. Review and possible action relating to the City Clerk-issued **License and Permit Report for March 2023** (Ebbert, Clerk/Treasurer/Finance Director)
- e. **City Sewer, Water, and Stormwater Utility Financial Statements** as of March 31, 2023 (Ebbert, Clerk/Treasurer/Finance Director)
- f. Review and possible action relating to **Temporary “Class B” Retailer’s Licenses** for the Rotary Club of Fort Atkinson event An Evening in the Garden June 29 (beer) and August 2 (wine) (Ebbert, Clerk/Treasurer/Finance Director)
- g. Review and possible action relating to a **Special Event: BSA Troop 333 Battle of Wisconsin Heights Overnight Outing at Fort Koshkonong at Rock River Park** April 28, 2023 at 6 p.m. to April 29, 2023 at 10 a.m. (Ebbert, Clerk/Treasurer/Finance Director)
- h. Review and possible action relating to a **Special Event: Badgerland After School Enrichment Program Wings and Wheels Fly-in Breakfast**, Fort Atkinson Municipal Airport, June 11, 2023, 8 a.m. to 12 p.m. (Ebbert, Clerk/Treasurer/Finance Director)
- i. Review and possible action relating to a **Special Event: Tour da Goose** rest stop located at Mechanic St. parking lot and Glacial River Trail, Saturday, June 24, 2023, 8 a.m. to 2:30 p.m. (Ebbert, Clerk/Treasurer/Finance Director)
- j. Review and possible action relating to a Special Event: **Special Event: Badgerland After School Enrichment Program Duck Race & Day for Kids** located at Lorman Bicentennial Park and Milwaukee Ave. W., Saturday, August 26, 2023, 11 a.m. to 2 p.m. (Ebbert, Clerk/Treasurer/Finance Director)

6. Petitions, Requests, and Communications

- a. Review and possible action relating to proclamation recognizing **National Library Week April 23-29, 2023** (Houseman, City Manager)
- b. Review and possible action relating to proclamation recognizing the **54th Annual Professional Municipal Clerks Week** (Houseman, City Manager)
- c. Review and possible action relating to proclamation recognizing **April as Fair Housing Month** in the City of Fort Atkinson (Houseman, City Manager)
- d. Review and possible action relating to proclamation recognizing **April 28, 2023 as Arbor Day** in the City of Fort Atkinson (Williamson, Public Works Superintendent)
- e. Review and possible action relating to a **proclamation recognizing Council President Christopher Scherer** (Houseman, City Manager)
- f. Review and possible action relating to a **proclamation recognizing Council Member Megan Hartwick** (Houseman, City Manager)

7. Resolutions and Ordinances:

- a. Review and possible action relating to a **Resolution authorizing the execution of a cost share grant** from the Department of Natural Resources for the purpose of funding a multi-purpose shelter building at the Bark River Nature Park (Franseen, Parks and Recreation Director)

8. Reports of Officers, Boards, and Committees:

- a. City Manager's Report (Houseman, City Manager)

9. Unfinished Business

- a. Review and possible action relating to proposals from consultants for the development of a **Park Impact Fee Analysis** (Franseen, Parks and Recreation Director)
- b. Review and possible action relating to a **three-lot Certified Survey Map** for CBF Investments, LLC, for the property located at 1504 and 1530 Madison Avenue (Selle, Director of Public Works)

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)

11. The 2022-2023 City Council will adjourn – Sine Die

12. The City Clerk will administer the **Oath of Office** to newly elected Council members (Ebbert, Clerk/Treasurer/Finance Director)

13. Call to order the first meeting of the 2023-2024 City Council Atkinson (Houseman, City Manager)

14. Acknowledgement of receipt of **resignation letter from Council Member Megan Hartwick** (Houseman, City Manager)

15. Roll Call

16. Election of the President of the City Council for the term of April 18, 2023 – April 16, 2024 (Houseman, City Manager)

17. Review and possible confirmation of the City Manager's appointment of Eric Schultz to serve as the Council Representative on the **Plan Commission** (Houseman, City Manager)

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)
19. Review and possible action relating to a **Resolution authorizing the vacant City Council Position to be filled** (Houseman, City Manager)
20. **New Business:**
- a. Review and possible action relating to the **purchase of a lawn mower** for the Wastewater Treatment Facility at a cost not to exceed \$13,883 (Christensen, Wastewater Superintendent)
 - b. Review and possible action on the purchase of an **ABI Force Laser Grading Machine and attachments** for the Parks and Recreation Department at a cost not to exceed \$48,160 (Franseen, Parks and Recreation Director)
21. **Miscellaneous – None**
22. **Adjournment**

Date Posted: April 14, 2023

CC: City Council; City Staff; City Attorney; News Media; Fort Atkinson School District; Fort Atkinson Chamber of Commerce

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