



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, JULY 5, 2022 – 7:00 PM
CITY HALL – SECOND FLOOR**

CALL MEETING TO ORDER

President Becker called the meeting to order at 7:01 pm.

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/Zoning Administrator, Park & Recreation Director, Police Chief.

PUBLIC HEARINGS - NONE

PUBLIC COMMENT - NONE

CONSENT AGENDA:

- a) *Review and possible action relating to the minutes of the June 21, 2022 regular Fort Atkinson City Council meeting (Ebbert, Clerk/Treasurer/Finance Director)*
- b) *Review and possible action relating to the minutes of the June 28, 2022 regular Plan Commission meeting (Ebbert, Clerk/Treasurer/Finance Director)*
- c) *Review and possible action relating to the minutes of the June 29, 2022 Loan Review Committee meeting (Ebbert, Clerk/Treasurer/Finance Director)*
- d) *Discussion and possible action relating to Temporary Class "B"/"Class B" Retailer's Licenses for the Fort Atkinson Club for events on July 15 and August 19, 2022 (Ebbert, Clerk/Treasurer/Finance Director)*
- e) *Discussion and possible action relating to Temporary Class "B" Retailer's Licenses for Easton's Cause for the 11th Annual EAB Softball Tournament on July 16-17, 2022 (Ebbert, Clerk/Treasurer/Finance Director)*
- f) *Review and possible action relating to Special Event: EAB Softball Tournament-Easton's Cause (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.

PETITIONS, REQUESTS, AND COMMUNICATIONS:

- a) *Review and possible action relating to proclamation recognizing July as Parks and Recreation Month in the City of Fort Atkinson (LeMire, City Manager)*

Cm. Becker moved, seconded by Cm. Johnson to approve the proclamation recognizing July as Parks and Recreation Month in the City of Fort Atkinson. Motion carried.

- b) *Recognition of the retirement of Amy Lutzke after 24 years of service to the Dwight Foster Public Library (Robinson, Library Director)*

No action required.

- c) *Presentation of the City of Fort Atkinson Financial Statements and Supplemental Information for the year ending December 31, 2021 (Andrea Jansen, CPA, CFE, Partner, Baker Tilly US, LLP)*

Cm. Hartwick moved, seconded by Cm. Johnson to accept and file the 2021 Financial Statements. Motion carried.

RESOLUTIONS AND ORDINANCES:

- a) *First reading of an Ordinance to amend the Official Zoning Map of the City of Fort Atkinson to change the zoning of the properties located at 603 N. Fourth Street, 609 N. Fourth Street, 615 N. Fourth Street, and 403 McMillen Street, from SR-5, Single-family Residential – 5, to I, Institutional (Selle, City Engineer/Director of Public Works)*

Engineer Selle presented the request from Fort Healthcare for a Zoning Map Amendment for the individual parcels located at 603 N Fourth St, 609 N Fourth St, 615 N Fourth St, and 403 McMillen St. Fort Healthcare is also the current owner of the proposed locations.

This Request for a Zoning Map Amendment came before the Plan Commission at a Public Hearing for that purpose on June 27, 2022. There were several residents in the Public Hearing at the Plan Commission meeting. Most were looking for additional clarity on the proposed Zoning Map Amendment and associated expansion of the Fort Healthcare campus. After discussion, the Plan Commission unanimously recommended that the proposed Zoning Map Ordinance move on to the first reading of the proposed Zoning Map Ordinance at Council.

Cm. Hartwick moved, seconded by Cm. Becker to direct the City Manager to prepare this Ordinance for a second reading at the City Council meeting on July 19, 2022. Motion carried.

- b) *Second reading of an Ordinance to amend the Official Zoning Map of the City of Fort Atkinson to change the zoning of 1205 Industrial Drive from HI, Heavy Industrial, to MI, Medium Industrial (Selle, City Engineer/Director of Public Works)*

Engineer Selle reviewed the request for a Zoning Map Amendment that came before the Plan Commission at a Public Hearing on June 14, 2022. There were no participants in the Public Hearing at the Plan Commission meeting. After discussion, the Plan Commission unanimously recommended that the City Council approve the Zoning Map Amendment.

The applicant also applied for a Conditional Use Permit for the expansion of a personal storage use on this property, which was approved by the Plan Commission on June 28th subject to Council approval of this Zoning Map Amendment and other conditions outlined in the attached Resolution.

Cm. Becker moved, seconded by Cm. Johnson to direct the City Manager to prepare this Ordinance for a third and final reading at the City Council meeting on July 19, 2022. Motion carried.

c) Second Reading of an Ordinance Annexing the territory along the southwest corner of US Highways 12 and 26 to the City of Fort Atkinson (Selle, City Engineer/Director of Public Works)

Engineer Selle presented the second reading on behalf of property owner Fort Healthcare Inc., has requested the annexation of the property located on the southwest corner of US Highways 12 and 26 from the Town of Koshkonong to the City of Fort Atkinson. The parcel (016-0614-3224-000) was purchased by Fort Healthcare Inc. in 2016 with the goal of building a new hospital facility. Fort Healthcare's plans have changed, and they are no longer interested in building a new facility in this location. City staff and representatives from Fort Healthcare have been working together on a number of projects, and staff suggested annexation of the property prior to any future sale so that the property would be subject to the City's zoning regulations and would not be prematurely developed in the Town.

Cm. Becker moved to suspend the rules and waive the third reading of this Ordinance annexing territory. Motion seconded by Cm. Johnson and carried.

Cm. Becker moved, seconded by Cm. Hartwick to adopt this Ordinance annexing the territory along the southwest corner of US Highways 12 and 26 to the City of Fort Atkinson. Motion carried.

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES:

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

No action required.

UNFINISHED BUSINESS – NONE

NEW BUSINESS:

a) Review and possible action relating to a request to purchase portable radios using State Grant Funds at a cost not to exceed \$29,657.76 (Bump, Police Chief)

Chief Bump presented the request to purchase and replace 16 portable radios in the Police Department was in the 2023-2027 Capital Improvements Project Plan, which was included in the 2022 Adopted Budget document. By finding an alternate funding source for these 16 radios, staff can use the planned funds for additional radios in the future. This project and purchase are fully funded through a grant from the State of Wisconsin. Funds will be reimbursed on a quarterly basis by the State. After our purchase is completed, a submission will be submitted for reimbursement which will occur before the end of the 2022 Fiscal Year. Total purchase price for everything within this project will be \$29,657.76.

Cm. Hartwick moved, seconded by Cm. Johnson to approve the purchase of 16 portable radios and other necessary items from General Communications for \$29,657.76 to be reimbursed through the Tribal and Local Law Enforcement Agency Initiative Program. Motion carried.

b) Review and possible action relating to the purchase of a Transit Van for the Water Utility from Griffin Ford for \$51,628.08 (Selle, Director of Public Works)

The 2022 Capital Improvements Project Budget (CIP) included \$45,000 for a new Water Utility Truck to be paid for through utility funds. During the course of the year, the team at the Water Utility determined that staff would be better served by a transit van rather than a traditional truck. The Griffin Ford proposal includes a 2023 Ford Transit T250 and offers a discount on the spray-in liner, for a total of \$51,628.08. The Ewald Automotive Group proposal includes a 2023 Ford Transit T250 for a total of \$52,305. While the costs are similar, the proposal from Griffin is about \$677 cheaper and has fewer logistical costs because the company is local.

Cm. Hartwick moved, seconded by Cm. Johnson to approve the purchase of a 2023 Ford Transit T250 from Griffin Ford for \$51,628.08 to be paid for through the Water Utility CIP. Motion carried.

c) Review and possible action on the replacement of the rotating assembly pump for a total cost of \$11,650 from Well Water Solutions (Selle, Director of Public Works)

Engineer Selle discussed with the Council the loss of both *functional* booster pumps which creates a logistical challenge with the management of the Main Station reservoir. The system pressure can be maintained easily with numerous other pumps, however the Main Station reservoir water is left stagnant, creating challenges with managing sufficient chlorine levels during particularly warm summer days. As a result, I directed Utility staff to move forward with procuring a contract with Water Well Solutions, the only vendor capable of fabricating parts for the 50 year old pump to replace the impeller. Two other vendors were called and declined the work. The vendor provided an estimate of \$11,650 dollars. The impeller can be re-used with the upgrade to the entire system and is not a lost investment.

Cm. Becker moved, seconded by Cm. Johnson to approve the replacement of the rotating assembly pump for a total cost of \$11,650 from Well Water Solutions to be paid for through the Water Utility Reservoir Maintenance account. Motion carried.

MISCELLANEOUS – NONE

CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS:

d) 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.

ADJOURNMENT

Cm. Hartwick moved, seconded by Cm. Johnson to adjourn. Meeting adjourned at 8:02 pm.

Respectfully submitted,
Michelle Ebbert
City Clerk/Treasurer