



City of Fort Atkinson
City Clerk/Treasurer's Office
101 N. Main Street
Fort Atkinson, WI 53538

**CITY COUNCIL MEETING MINUTES
REMOTE VIA PHONE USING ZOOM
TUESDAY, MAY 4, 2021 – 7:00 PM**

CALL MEETING TO ORDER

President Scherer called the meeting to order at 7:00 pm.

ROLL CALL

Present: Cm. Becker, Cm. Hartwick, Cm. Housley, Cm. Johnson and Pres. Scherer. Also present: City Manager, City Clerk/Treasurer, City Attorney, City Engineer, Police Chief and Parks & Recreation Director.

REVIEW AND POSSIBLE ACTION RELATING TO THE MINUTES OF THE APRIL 20, 2021 REGULAR CITY COUNCIL MEETING

Cm. Becker moved, seconded by Cm. Housley to approve the minutes of the April 20, 2021 regular council meeting. Motion carried.

PUBLIC HEARINGS – NONE.

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.*

Peggy Race spoke in support of the prohibition large-scale commercial animal breeding Ordinance that the City Council is reviewing this meeting at its second reading.

Paula Brown also spoke in support of the prohibition large-scale commercial animal breeding Ordinance.

Jeff Okazaki of the Jefferson County Humane Society spoke in support of the prohibition large-scale commercial animal breeding Ordinance.

Megan Nicholson spoke in support of the prohibition large-scale commercial animal breeding Ordinance.

PETITIONS, REQUESTS, AND COMMUNICATIONS:

*Presentation of plaque to **Jeff Hottman** for years of service*

*Presentation of plaque to **Ron Bishofberger** for years of service*

No action was required.

RESOLUTIONS AND ORDINANCES:

Review and second reading relating to an Ordinance to create Section 10-14 of the City of Fort Atkinson Municipal Code (prohibiting large-scale commercial animal breeding)

Manager LeMire stated this is the second reading of the Ordinance. Statements of support were presented during the Public Comments.

Cm. Becker moved, seconded by Cm. Johnson to suspend the rules and waive the third reading. Motion carried on a roll call vote.

Cm. Becker moved, seconded by Cm. Hartwick to approve and adopt Ordinance to create Section 10-14 of the City of Fort Atkinson Municipal Code (prohibiting large-scale commercial animal breeding). Motion carried on roll call vote.

Review and second reading relating to an Ordinance to amend section 6-86 of the City of Fort Atkinson Municipal Code (retail Class A liquor license quota)

Clerk Ebbert stated this is the second reading of the Ordinance to allow additional "Class A" Intoxicating Liquor Licenses. No comments, concerns or questions have been presented since the presentation of this Ordinance.

Cm. Becker moved, seconded by Cm. Johnson to direct the City Manager to prepare this Ordinance for a third and final reading at the meeting on May 18, 2021. Motion carried.

Review and second reading relating to an Ordinance to amend Section 6-33 of the City of Fort Atkinson Municipal Code (authority to issue operator's licenses)

Manager LeMire provided the Ordinance for its second reading. The passing of this Ordinance would allow the Clerk to issue operator's licenses once a successful background check is approved by the Police Department.

Cm. Becker moved, seconded by Cm. Johnson to direct the City Manager to prepare this Ordinance for a third and final reading at the meeting on May 18, 2021. Motion carried.

Review and second reading relating to an Ordinance for a Zoning Map Amendment to change the zoning of the property located at 1309 High Street from UMU, Urban Mixed Use, to PUD, Planned Unit Development, to accommodate the U-Haul Storage redevelopment project
Engineer Selle presented the Ordinance. Comments have not been received by Staff. This change would accommodate the U-Haul Storage redevelopment project.

Cm. Becker moved, seconded by Cm. Johnson to suspend the rules and waive the third reading. Motion carried on a roll call vote.

Cm. Becker moved, seconded by Cm. Johnson to approve and adopt Ordinance for a Zoning Map Amendment to change the zoning of the property located at 1309 High Street from UMU, Urban Mixed Use, to PUD, Planned Unit Development, to accommodate the U-Haul Storage

redevelopment project contingent upon approvals of the General Development Plan and Specific Implementation Plan. Motion carried on a roll call vote.

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES:

City Manager's Report.

No action was taken.

Review and possible action relating to council appointments to committees, commission, and boards by council president and city manager.

Cm. Becker moved, seconded by Cm. Johnson to approve the Council Appointments as presented by President Scherer and Manager LeMire in the associated memo. Motion carried.

Review and possible action relating to Citizen Appointments to Committees, Commissions, and Boards.

Cable Television Committee:

- a. Matthew Bills for a five- year term ending in 2026 (reappointment)
- b. Mark Thomas Bernhardt for the remainder of a five-year term ending in 2024 (appointment)

Economic Development Commission:

- c. Bill Camplin for a three-year term ending in 2024 (reappointment)
- d. James Nelson for a three-year term ending in 2024 (reappointment)

Parks & Recreation Advisory Board:

- e. Don Neste for a 3-year term ending in 2024 (reappointment)
- f. Steve Mahoney for a 3-year term ending in 2024 (School District Representative; reappointment)

Plan Commission: Eric Schultz for a 3-year term ending in 2024 (reappointment)

Sex Offender Residence Board: Mary Zentner to a 2-year term ending in 2023 (reappointment)

Board of Zoning Appeals: Jim Woodman to a 2-year term ending in 2023 (reappointment)

Cm. Hartwick moved, seconded by Cm. Johnson to approve the Citizen Appointments as presented by Manager LeMire in the associated memo. Motion carried.

List of Vacancies for Citizens on City Commissions, Committees, and Boards:

Tourism Committee (one seat)

Board of Zoning Appeals (two seats)

No action was required.

Review and possible action relating to the minutes of the April 27, 2021 Plan Commission meeting

Cm. Becker moved, seconded by Cm. Johnson to accept and file the minutes of the April 27, 2021 Plan Commission meeting. Motion carried.

UNFINISHED BUSINESS - NONE

NEW BUSINESS:

Review and possible action relating to the purchase of miBudget municipal budgeting module from Civic Systems for \$4,700.

Clerk Ebbert reviewed the estimate for the miBudget module to enhance the flow of the annual budget preparation. The program allows Staff to electronically manage their year-end projections, future year budget while viewing prior year budgets, actuals and calculations. The initial cost may be reimbursed through the American Rescue Plan Act from the federal government.

Cm. Becker moved, seconded by Cm. Johnson to approve the purchase of the Civic Systems miBudget budgeting module in an amount not to exceed \$4,700 and the annual support cost of \$875, divided among the general fund and utility funds as shown in Table 1 in the associated memo. Motion carried on a roll call vote.

Review and possible action to approve the Process and Rules to implement a Consent Agenda for Future City Council Meetings

Manager LeMire reviewed a sample consent agenda and discussed the process of approving, removing an item and how Council would address questions of items on the agenda.

Cm. Hartwick moved, seconded by Cm. Johnson to approve the Process and Rules to implement a Consent Agenda, and to direct staff to begin its use with the May 18, 2021 City Council agenda. Motion carried.

MISCELLANEOUS:

Review and possible action relating to Temporary Class "B"/"Class B" Retailer's Licenses for the Fort Atkinson Club for events on June 18, 2021 and July 16-17, 2021.

Cm. Becker moved, seconded by Cm. Johnson to approve the Temporary Class "B"/"Class B" Retailer's Licenses for the Fort Atkinson Club events on June 18th and July 16-17th. Motion carried.

Review and possible action relating to granting of operator licenses.

Cm. Housley moved, seconded by Cm. Johnson to approve the operator licenses as recommended in the associated memo. Motion carried.

CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS:

Review and possible action relating to disallowance of claim for sewer backup from Safeco Insurance.

Clerk Ebbert presented the claim for disallowance pursuant to Wisconsin Statute §893.80.

Cm. Becker moved, seconded by Cm. Johnson to disallow the claim from Safeco Insurance related to a sewer backup at 1137 Peterson Street. Motion carried on a roll call vote.

Review and possible action relating to the Verified Claims presented by the Director of Finance and authorization of payment.

Cm. Hartwick moved, seconded by Cm. Housley to approve the list of verified claims and authorize payment. Motion carried on a roll call vote.

ADJOURNMENT

Cm. Housley moved, seconded by Cm. Becker to adjourn. Meeting adjourned 8:29 pm.

Respectfully submitted
Michelle Ebbert
City Clerk/Treasurer