



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, MAY 16, 2023 – 7:00 PM  
CITY HALL – SECOND FLOOR**

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**1. CALL MEETING TO ORDER**

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

**2. ROLL CALL**

Present: Cm. Becker, Cm. Jaeckel, Cm. Schultz and President Johnson. Also present: City Manager, City Clerk/Treasurer, City Attorney, City Engineer, Public Works Superintendent, Public Works Supervisor, Fire Chief, Parks & Recreation Director, Museum Director, Library Director and Electrician.

**3. PUBLIC HEARINGS - NONE**

**4. PUBLIC COMMENT - NONE**

**5. CONSENT AGENDA:**

- a. *Review and possible action relating to the minutes of the May 2, 2023 regular City Council meeting (Ebbert, Clerk/Treasurer/Finance Director)*
- b. *Review and possible action relating to the minutes of the May 9, 2023 Joint Plan Commission and City Council meeting (Ebbert, Clerk/Treasurer/Finance Director)*
- c. *Review and possible action relating to the minutes of the May 4, 2023 Airport Committee meeting (Ebbert, Clerk/Treasurer/Finance Director)*
- d. *Review and possible action relating to building, plumbing, and electrical permit report for April 2023 (Draeger, Building Inspector)*
- e. *Review and possible action relating to the City Clerk-issued License and Permit Report for March 2023 (Ebbert, Clerk/Treasurer/Finance Director)*
- f. *City Sewer, Water, and Stormwater Utility Financial Statements as of April 30, 2023 (Ebbert, Clerk/Treasurer/Finance Director)*
- g. *Review and possible action relating to Citizen Appointments to Committees, Commissions, and Boards (Houseman, City Manager)*
- h. *Review and possible action relating to a Special Event: Special Event: American Legion Post 166 Fishing Derby located at 201 S Water St E & Purdy Street (North of Water St. E.), Saturday, June 3, 2023, 5 a.m. to 3:30 p.m. (Ebbert, Clerk/Treasurer/Finance Director)*
- i. *Review and possible action relating to a Special Event: Special Event: Dairy Day at the MOOseum located at Hoard Historical Museum Grounds, Foster Street and Whitewater Avenue,*

*Friday, June 16, 2023 6-8 p.m. and Saturday, June 17, 2023, 11 a.m. to 2 p.m. (Ebbert, Clerk/Treasurer/Finance Director)*

- j. Review and possible action relating to a Special Event: Special Event: WWII USO Dance located at Hoard Historical Museum Grounds, Foster Street and Whitewater Avenue, Saturday, June 24, 2023 (Ebbert, Clerk/Treasurer/Finance Director)*
- k. Review and possible action relating to a Special Event: Special Event: Lions and Fat Boyz Motorcycle Raffle located in Fat Boyz back parking lot, Saturday, June 24, 2023 (Ebbert, Clerk/Treasurer/Finance Director)*  
Cm. Schultz moved, seconded by Cm. Becker to approve the Consent Agenda as listed, items 5.a. through 5.k. Motion carried.

## **6. PETITIONS, REQUESTS, AND COMMUNICATIONS**

- a. Presentation from Jefferson County Economic Development Consortium (JCEDC)/Thrive ED Executive Director Deb Reinbold*  
No action required.
- b. Review and possible action relating to proclamation recognizing May 4, 2023 as International Firefighters Day (Houseman, City Manager)*  
Cm. Becker moved, seconded by Cm. Schultz to approve the proclamation recognizing May 4, 2023 as International Firefighters Day. Motion carried.
- c. Review and possible action relating to proclamation recognizing May 21-27, 2023 as Emergency Medical Services Week (Houseman, City Manager)*  
Cm. Schultz moved, seconded by Cm. Jaeckel to approve the proclamation recognizing May 21-27, 2023 as Emergency Medical Services Week. Motion carried.
- d. Review and possible action relating to proclamation recognizing May 14-20, 2023 as National Police Week (Houseman, City Manager)*  
Cm. Jaeckel moved, seconded by Cm. Schultz to approve the proclamation recognizing May 14-20, 2023 as National Police Week. Motion carried.
- e. Review and possible action relating to proclamation recognizing May 21-27, 2023 as National Public Works Week (Houseman, City Manager)*  
Cm. Becker moved, seconded by Cm. Schultz to approve the proclamation recognizing May 21-27, 2023 as National Public Works Week. Motion carried.

## **7. RESOLUTIONS AND ORDINANCES:**

- a. Second and possible third/final reading of an Ordinance to amend the Official Zoning Map of the City of Fort Atkinson to change the zoning from Single-Family Residential (SR-2) to Multi-Family Residential (MRH-30) for a portion of the City-owned property located along Banker Road (Selle, City Engineer/Director of Public Works)*  
Engineer Selle discussed part of the first phase of the implementation of the Banker Road Neighborhood Plan, adopted in 2021. In total, the Neighborhood Plan covers 75.62 acres located within 3 parcels on the east and west sides of Banker Road, from Campus Drive to

Hoard Road. The City of Fort Atkinson owns all 3 parcels within the planning area. The proposed Rezoning includes only a portion of the southernmost property (parcel number: 226-0614-3323-000) from SR-2 to MRH-30. Today, the applicant has submitted plans for formal review of rezoning of the new property to MRH-30, Multi-Family Residential. The existing property is adjacent to the High School campus on the west, Campus Drive Apartment project and remnant Town of Koshkonong parcels to the south, existing City of Fort Atkinson neighborhoods to the east, and City-owned farmland to the north. Banker Road currently splits the parcel in half north to south.

Cm. Becker moved, seconded by Cm. Schultz to suspend the rules and offer a third and final reading of this ordinance. Motion carried.

Cm. Becker moved, seconded by Cm. Jaeckel to enact the ordinance amending the Official Zoning Map of the City of Fort Atkinson to change the zoning of the subject property from SR-2 to MRH-30. Motion carried.

*b. Second reading of an Ordinance to adopt Amendments to the City of Fort Atkinson Comprehensive Plan (Selle, City Engineer/Director of Public Works)*

Engineer Selle referenced Wisconsin State Statutes (66.1001) that outlines the process for municipal Comprehensive Plan updates or amendments. This requires a 30-day notice, a public hearing before the City Council, and action by both the Plan Commission and City Council. The applicant has worked with City staff over the last two years in developing the neighborhood plan and preparing for the first phase of its implementation. Additionally, the applicant presented the project conceptually before the Plan Commission in April. The proposed amendments and neighborhood plan aim to relocate existing Fort Healthcare services and parking onto its main campus and foster new mixed-use redevelopment and infill development opportunities on existing underutilized sites. Overall, the proposed amendments could provide new tax base, housing units, and local economic benefits in the community.

Cm. Schultz moved, seconded by Cm. Becker to direct the City Manager to prepare this Ordinance for a third and final Reading at the June 6, 2023 City Council meeting. Motion carried.

**8. REPORTS OF OFFICERS, BOARDS, AND COMMITTEES:**

- a. City Manager's Report (Houseman, City Manager)*  
No action required.

**9. UNFINISHED BUSINESS:**

- a. Review and possible action relating to the Appointment of an Applicant to fill the vacant City Council seat for the term of May 17, 2023, through April 16, 2024, including the following action items:*

City Council Applicant Introductions and Council Questions: James Garthwait, John Donohue, Mary Kay Paulson Weston, Paul Brady, Davin Lescohier and Diana Shull.

- i. *Review and possible action by the City Council to determine the top three Applicants for further discussion and debate (Johnson, Council President)*

Each Council member announced their top three applicants amongst those that applied for the vacation position.

Applicant Davin Lescohier received 4 votes.

Applicant Diana Shull received 3 votes.

Applicant Mary Kay Paulson Weston received 3 votes.

Applicant John Donahue received 2 votes.

The top three applicants Lescohier, Shull and Paulson Weston will advance to the discussion and debate amongst the City Council. The Council shared their observations from the top three candidates' presentations and submitted applications.

- ii. *Review and possible action by the City Council to appoint an Applicant to a position on the City Council from May 17, 2023 through April 16, 2024 (Johnson, Council President)*

President Johnson moved to appoint Davin Lescohier to the Fort Atkinson City Council for a term beginning on May 17, 2023, through April 16, 2024. Motion seconded by Cm. Becker and carried 3-1 on a roll call vote, Jaeckel opposed.

## **10. NEW BUSINESS:**

- a. *Review and possible action relating to the implementation of Airport Improvement projects and funding in 2023 (Selle, City Engineer/Director of Public Works)*

Engineer Selle spoke of the efforts that began in December of 2022, petitioning the State of Wisconsin's Bureau of Aeronautics for funds to implement certain maintenance and improvement projects and to develop a Master Plan. The petition was approved by the State and a signed Eligibility Statement and a fully executed Agency Agreement (both attached) were received in February, 2023. The airport committee met on May 4, 2023. The committee voted to support the dedication of funds for these projects and recommended that the City Council approve the projects and funding. The estimated local match of \$9,750 will be disbursed from the previously described CARES act funds, through the Airport Fund (Fund 20). If these projects are approved and implemented, then \$65,250 would be available for future local matches for additional projects. Note that no local property tax funds will be used for these projects.

Project Description	Year	Entitlement	Apportionment	Total AIP	State Match	Local Match	Total Cost
Acquire Snow Removal Equipment	2022	\$108,000	\$0	\$108,000	\$6,000	\$6,000	\$120,000
Conduct Airport Master Plan Phase 1	2022	\$0	\$267,500	\$267,500	\$3,750	\$3,750	\$275,000
2023 State Wide Crack seal Program - Runway 3/21	2023	\$80,000		\$80,000	\$0	\$0	\$80,000
2023 State Wide Crack seal Program - Taxiway A	2023	\$60,000		\$60,000	\$0	\$0	\$60,000
2023 State Wide Crack seal Program - Taxiway B	2023	\$40,000		\$40,000	\$0	\$0	\$40,000

2023 State Wide Crack seal Program – Taxi lanes	2023	\$40,000		\$40,000	\$0	\$0	\$40,000
2023 State Wide Crack seal Program - Apron	2023	\$20,000		\$20,000	\$0	\$0	\$20,000
<b>TOTALS:</b>		<b>\$348,000</b>	<b>\$267,500</b>	<b>\$615,500</b>	<b>\$9,750</b>	<b>\$9,750</b>	<b>\$635,000</b>

The Airport Committee voted to dedicate funds for these projects and recommended that the City Council approve the following projects and funding:

1. Acquire new snow removal equipment.
2. Conduct airport master plan and update airport layout plan.
3. Crack fill and seal coat airfield pavement.

Cm. Schultz moved, seconded by Cm. Becker to authorize staff to implement the three Airport Improvement projects and the associated funding through the Airport Fund (Fund 20), as outlined in the staff report, Agency Agreement and Eligibility Statement. 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. Jaeckel, to approve the Verified Claims as presented. Motion carried.

#### **13. ADJOURNMENT**

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

Respectfully submitted,  
Michelle Ebbert  
City Clerk/Treasurer