**CITY COUNCIL MEETING**

**IN PERSON AND VIA ZOOM**

**TUESDAY, JANUARY 18, 2022 – 7:00 PM**

**CITY HALL – SECOND FLOOR**

1. **CALL MEETING TO ORDER**

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

1. **ROLL CALL**

Present: Cm. Becker, Cm. Hartwick, Cm. Housley, Cm. Johnson and President Scherer. Also present: Manager, Attorney, Engineer, Clerk/Treasurer, Public Works Superintendent, Police Chief, Fire Chief, Park & Rec Director and Library Director.

1. **PUBLIC HEARINGS - NONE**
2. **PUBLIC COMMENT - NONE**
3. **CONSENT AGENDA:**
4. *Review and possible action relating to the minutes of the January 4, 2022 regular City Council meeting (Ebbert, Clerk/Treasurer/Finance Director)*
5. *Review and possible action relating to the minutes of the January 11, 2022 Ordinance Committee meeting (Ebbert, Clerk/Treasurer/Finance Director)*
6. *Review and possible action relating to the minutes of the January 11, 2022 Plan Commission meeting (Ebbert, Clerk/Treasurer/Finance Director)*
7. *Review and possible action relating to the minutes of the January 13, 2022 Sex Offender Residence Committee meeting (Ebbert, Clerk/Treasurer/Finance Director)*
8. *Review and possible action relating to building, plumbing, and electrical permit report for December 2021 (Juarez, Building Inspector)*
9. *Review and possible action relating to the City Clerk-issued License and Permit Report for December 2021 (Ebbert, Clerk/Treasurer/Finance Director)*
10. *City Sewer, Water, and Stormwater Utility Financial Statements as of December 31, 2021 (Ebbert, Clerk/Treasurer/Finance Director)* **Removed from the Consent Agenda.**
11. *Review and possible action relating to a Special Event: Library Block Party on September 18, 2022 (Ebbert, Clerk/Treasurer/Finance Director)*
12. *Review and possible action relating to Temporary Class “B”/“Class B” Retailer’s Licenses for the Fort Atkinson Club for events on January 22-23, 2022 (Ebbert, Clerk/Treasurer/Finance Director)*
13. *Review and possible action relating to Alcohol Beverage License Premise Change for Creamery 201, 201 N. Main Street (Ebbert, Clerk/Treasurer/Finance Director)*

*g) City Sewer, Water, and Stormwater Utility Financial Statements as of December 31, 2021 (Ebbert, Clerk/Treasurer/Finance Director)* **Removed from the Consent Agenda.**

Cm. Hartwick moved, seconded by Cm. Becker to remove item 5.g and add it to a future agenda when more information is available. Motion carried.

Cm. Becker moved, seconded by Cm. Housley to approve Consent Agenda items 5.a. through 5. f. and items 5.h through 5.j. Motion carried.

1. **PETITIONS, REQUESTS, AND COMMUNICATIONS - NONE**
2. **RESOLUTIONS AND ORDINANCES:**

*a) Review and possible action relating to a Resolution Approving a Public Safety Referendum Election Ballot in the City of Fort Atkinson, Jefferson County, Wisconsin (LeMire, City Manager)*

Manager LeMire provided the discussions that began the summer and fall of 2021, the City Council and City staff have discussed and reviewed the possibility of additional public safety staffing in the City’s Police and Fire Departments.

LeMire recalled the request from Fire Chief Rausch to hire 6 Paramedic/Firefighters and 6 Advanced Emergency Medical Technicians/Firefighters to provide full-time 24/7 911 emergency medical services (EMS) and firefighting services. Police Chief Bump has requested to hire two additional sworn police patrol officers to allow more proactive policing in the City.

LeMire presented the two types of costs associated with the proposal. The first type is the “start-up” costs associated with the Fire Department providing the 24/7 911 EMS services. Staff estimates this cost to be around $500,000. These start-up costs will be funded through the ARPA fund and a grant from the Fort Atkinson Community Foundation. The second type of cost is the annual operating cost of hiring the police and fire department staff, including annual equipment and supplies.



**“Under state law, the increase in the levy of the City of Fort Atkinson for the tax to be imposed for the next fiscal year, 2023, is limited to 0.349%, which results in a levy of $7,871,614. Shall the City of Fort Atkinson be allowed to exceed this limit and increase the levy for the next fiscal year, 2023, for the purpose of hiring six (6) full-time Firefighter/Advanced Emergency Medical Technicians, six (6) full-time Firefighter/Paramedics, and two (2) Police Officers, by a total of 9.774%, which results in a levy of $8,640,949, and on an ongoing basis, include the increase of $769,335 for each fiscal year going forward?”**

Cm. Becker asked if the referendum can be separated between Fire and Police. Manager LeMire stated the Statute would not allow two separate questions with one total to be levied to tax payers on their 2022 property tax bill. If these were separated, it would be two separate referendums on separate ballots on separate years.

Cm. Hartwick asked why a sunset clause was not included. Manager LeMire stated adding a sunset clause would put the Departments in a difficult situation should the funding not be able to sustain the additional staff in future years.

Cm. Hartwick moved, seconded by Cm. Johnson to adopt the Resolution Approving a Public Safety Referendum Election Ballot in the City of Fort Atkinson for the April 5, 2022 Spring Election. Motion carried.

*b) Review and possible action relating to a Resolution Establishing Public Participation Procedures for the 2022 Amendments to the City of Fort Atkinson Comprehensive Plan (Selle, City Engineer/Director of Public Works)*

Engineer Selle addressed Agenda items b, c, d and e collectively. The schedule to amend the Comprehensive Plan (2019), Zoning Code (2020), and the Land Development and Division Code (2022 – in review) includes a Public Hearing of the Plan Commission and City Council on February 1, 2022. The Plan Commission was presented the information at their January 11, 2022. As part of the Comprehensive Plan Amendment process, the Plan Commission and City Council must adopt a Public Participation Plan, which provides written procedures designed to foster public participation at every stage of the Comprehensive Plan amendment process. That Plan is also attached to this memorandum for review and is incorporated into the Resolution, which recommends the City Council adopt the same at the meeting on January 18, 2022. The Plan Commission adopted the Public Participation Plan at the January 11 meeting.

Cm. Housley moved, seconded by Cm. Becker to adopt the Resolution Establishing Public Participation Procedures for the 2022 Amendments to the City of Fort Atkinson Comprehensive Plan. Motion carried.

*c) First reading of Ordinance to adopt Amendments to the City of Fort Atkinson Comprehensive Plan (Selle, City Engineer/Director of Public Works)*

Cm. Hartwick moved, seconded by Cm. Johnson to direct the City Manager to prepare this Ordinance for a second reading and a public hearing at the Joint Plan Commission and City Council meeting on February 1, 2022. Motion carried.

*d) First Reading of an Ordinance to repeal and recreate Section 1-13 of the Municipal Code regarding the Official Map for the City of Fort Atkinson (Selle, City Engineer/Director of Public Works)*

Cm. Housley moved, seconded by Cm. Becker to direct the City Manager to prepare this Ordinance for a second reading and a public hearing at the Joint Plan Commission and City Council meeting on February 1, 2022. Motion carried.

*e) First Reading of an Ordinance to repeal and recreate the Land Division and Development Code for the City of Fort Atkinson (Selle, City Engineer/Director of Public Works)*

Cm. Becker moved, seconded by Cm. Housley to direct the City Manager to prepare this Ordinance for a second reading at the Joint Plan Commission and City Council meeting on February 1, 2022. Motion carried.

*f) First reading of an Ordinance to amend Sections 42-36 and 42-37 of the City of Fort Atkinson Municipal Code relating to the Historic Preservation Commission (LeMire, City Manager)*

Manager LeMire presented the Ordinance that would expand the criteria for members to serve on the Commission and set guidelines for issuing Certificates of Appropriateness.

Cm. Becker moved, seconded by Cm. Johnson to direct the City Manager to prepare this Ordinance for a second reading at the meeting on February 1, 2022. Motion carried.

*g) First reading of an Ordinance to amend Section 58-148 of the City of Fort Atkinson Municipal Code relating to the sale of tobacco, nicotine products, electronic smoking devices, and electronic smoking device paraphernalia near schools (Bump, Police Chief)*

Chief Bump presented the Ordinance that would restrict the location of new businesses that are primarily tobacco sales related.

Cm. Becker moved, seconded by Cm. Hartwick to direct the City Manager to prepare this Ordinance for a second reading at the meeting on February 1, 2022. Motion carried.

*h) First reading of an Ordinance to amend Section 94-332 of the City of Fort Atkinson Municipal Code relating to zoned and posted speed limits (Selle, City Engineer/Director of Public Works)*

Engineer Selle presented the recommendation regarding Banker Road as it was recently annexed into the City. Flags would be posted alerting travelers to the adjusted speed.

Cm. Hartwick moved, seconded by Cm. Johnson to direct the City Manager to prepare this Ordinance for a second and possible third reading at the meeting on February 1, 2022. Motion carried.

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

*a) City Manager’s Report (LeMire, City Manager)*

No action required.

*b) Extraterritorial Survey Report for information only (Selle, City Engineer/Director of Public Works)*

No action required.

1. **UNFINISHED BUSINESS:**

*a) Presentation, then review and possible action relating to the request for a partnership between the City and Project LEAD for the Energy Efficient LED Street Light Project (Williamson, Public Works Superintendent and LEAD Class Participants)*

Project LEAD shared their project to install LED lights in various locations in City parking lots and on City streets. The project will be completed by June 8th following fundraising efforts and installation.

Cm. Hartwick moved, seconded by Cm. Johnson to approve the request for a partnership between the City and Project LEAD for the Energy Efficient LED Street Light Project, including $7,200 from the Street Lighting Budget to be reimbursed by Project LEAD by June 8, 2022. Motion carried.

1. **NEW BUSINESS:**

*a) Review and possible action relating to moving the dates of two regular City Council meetings to accommodate Elections (Ebbert, City Clerk/Treasurer/Finance Director)*

Clerk Ebbert reviewed the Ordinance that allows the rescheduling of the City Council meeting to accommodate the Election.

Cm. Becker moved, seconded by Cm. Housley to approve moving the date of the February 15th City Council meeting to February 17th, and I move to approve moving the date of the April 5th City Council meeting to April 7th to accommodate Elections. Motion carried.

1. **MISCELLANEOUS – NONE**
2. **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 list of verified claims presented by the Director of Finance and to authorize payment. Motion carried.

1. **ADJOURNMENT**

Cm. Hartwick moved, seconded by Cm. Johnson to adjourn. Meeting adjourned at 8:00 pm.

Respectfully submitted,

Michelle Ebbert

City Clerk/Treasurer/Finance Director