



City of Fort Atkinson
City Manager's Office
101 N. Main Street
Fort Atkinson, WI 53538

**AMENDED CITY COUNCIL MEETING
IN PERSON AND VIA ZOOM
TUESDAY, MAY 21, 2024 – 7:00 PM
CITY HALL – SECOND FLOOR**

MINUTES

1. Call meeting to order

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

2. Roll call

Present: Cm. Johnson, Cm. Schultz and President Lescohier. Also Present: City Manager, City Attorney, City Engineer, City Clerk/Treasurer, Public Works Superintendent, Building Inspector, Museum Director, Interim Library Director and Park & Recreation Director.

Excused absence: Cm. Becker.

Cm. Jaeckel arrived at 7:02 pm.

3. Public Hearings

None.

4. Public Comment

John Hausz, 104 Jefferson Street - questioned if repair work is being done on the roof of Municipal Building as he was unaware of it. He commented on storm sewer drainage at a marsh owned by the Hausz family. He commented on meetings and conversations he had pertaining to storm water on the north side of the City.

5. Consent Agenda

Cm. Schultz moved, seconded by Cm. Jaeckel to approve the Consent Agenda as presented. Motion carried.

- a. Review and possible action relating to the **minutes of the May 7, 2024 City Council meeting** (Ebbert, Clerk/Treasurer/Finance Director)
- b. Review and possible action relating to the **minutes of the May 13, 2024 Police and Fire Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)
- c. Review and possible action relating to the **minutes of the May 14, 2024 regular Plan Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)
- d. Review and possible action relating to **building, plumbing, and electrical permit report for**

April 2024 (Draeger, Building Inspector/Zoning Administrator)

- e. Review and possible action relating to the City Clerk-issued **License and Permit Report for May 2024** (Ebbert, Clerk/Treasurer/Finance Director)
- f. Review and possible action relating to **City Sewer, Water, and Stormwater Utility Financial Statements** as of April 30, 2024 (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 on a **Special Event: Fort Atkinson Club Veteran's Regional Benefit**, Saturday, June 22, 2024, from 12 p.m. to 8 p.m.
- i. Review and possible action relating to **Temporary Class "B" Retailer's License** St. Joseph's Catholic Church for use at 1660 Endl Blvd on June 1, 2024. (Ebbert, Clerk/Treasurer/Finance Director)

6. Petitions, Requests, and Communications

- a. Review and possible action relating to proclamation recognizing **Fort Atkinson as the Intersectional Peony City of Wisconsin** (Lee, Museum Director)
Cm. Schultz moved, seconded by Cm. Johnson to approve the Proclamation recognizing Fort Atkinson as the Intersectional Peony City of Wisconsin and direct the Hoard Historical Museum to pursue a Proclamation from the State of Wisconsin. Motion carried.
- b. Review and possible action relating to the proclamation for **National Public Works Week May 19-25, 2024** in the City of Fort Atkinson (Houseman, City Manager)
Cm. Schultz moved, seconded by Cm. Jaeckel to approve the Proclamation for National Public Works Week May 19-25, 2024 in the City of Fort Atkinson. Motion carried.
- c. Review and possible action relating to a proclamation declaring **May 22, 2024, as Wastewater Professionals Appreciation Day** (Houseman, City Manager)
Cm. Johnson moved, seconded by Cm. Schultz to approve the Proclamation declaring May 22, 2024 as Wastewater Professionals Appreciation Day in the City of Fort Atkinson. Motion carried.
- d. Review and possible action relating to the proclamation declaring the month of **May as Building Safety Month** in the City of Fort Atkinson (Houseman, City Manager)
Cm. Jaeckel moved, seconded by Cm. Johnson to approve the Proclamation declaring the month of May as Building Safety Month in the City of Fort Atkinson. Motion carried.

7. Resolutions and Ordinances

- a. Review and possible action to approve a **Resolution** authorizing the Department of Public Works application for the Wisconsin Department of Natural Resources Urban Forestry Grant through the Federal Inflation Reduction Act (Williamson, Superintendent of Public Works)

Public Works Superintendent Williamson presented the Wisconsin Department of Natural Resources is currently offering competitive "no-match" IRA forestry grants of up to \$500,000. These grants will utilize Federal Inflation Reduction Act funds to support projects that positively impact trees and people within disadvantaged communities in Wisconsin. Based upon the current approved parameters of the program, and associated program mapping (image attached), the City of Fort Atkinson has approximately 45% of its area located within the State's designated "Disadvantaged Community Boundary". All urban forestry program planning, design, and work within these designated areas qualify for grant funds should the Wisconsin DNR deem them appropriate for the grant award. This funding may provide assistance to the City for more detailed urban forestry equipment acquisition, planning and consultation services, removals, trimming, planting, and restoration within the qualifying mapped locations. The proposed grant funding would require the City to provide budgeted funds for future reimbursement for all qualified grant activities, with an opportunity to receive up to 50% of the funding in advance to assist in project planning, design, and materials. The Public Works and Parks Departments will work together, with the assistance of the City Manager, to properly plan funding prior to reimbursement through the grant should the City be awarded funding for this program. Any budget funding for this program will follow the properly approved City budgetary process for future general fund requirements and come before the Council for approval as part of that process.

Cm. Schultz moved, seconded by Cm. Johnson to approve of the Resolution authorizing the Public Works Superintendent to apply for the 2024 Wisconsin Department of Natural Resources Inflation Reduction Act (IRA) Forestry Grant. Motion carried.

8. Reports of Officers, Boards, and Committees

- a. City Manager's Report (Houseman, City Manager)*
No action was taken.
- b. Wastewater Utility Phase II Project Completion Summary Report by Kevin Berg, Donohue & Associates (Christensen, Wastewater Utility Superintendent)*
No action was taken.

9. Unfinished Business

None.

10. New Business

- a. Review and possible action to relating to a request for **Public Monument Review for the Haumerson's Pond accessory structure** (Dayton, Parks and Recreation Director)*
Park & Recreation Director Dayton provided the recommendation from Plan Commission for a new storage and concessions building. This was originally presented to the Planning

Commission on April 11, 2023, as part of a Request for Resolution Recommendation. This step was necessitated by the Wisconsin Department of Natural Resources (DNR) to fulfill the Knowles-Nelson Stewardship grant application requirements. Subsequently, on April 18, 2023, the City Council approved Resolution No.1399 to enter into an Agreement/Contract with cost-sharing grant assistance from the DNR. On January 5, 2024, the City received confirmation of being awarded \$100,000 from the DNR Knowles-Nelson Stewardship grant program, representing a 50% matching funds grant. The remaining project costs are being covered by contributions from the Friends of Haumerson's Pond (FHP) and the Fort Atkinson Community Foundation. The project is currently budgeted at around \$200,000. After securing the DNR grant, City staff have been engaged with the Friends of Haumerson's Pond (FHP) to develop the design for a multi-use storage/concession building and to fulfill all requirements for the Public Monument/Building Review application. City staff is requesting approval of the site plan and building design through the Public Monument/Building Review process. Funding for the roughly \$200,000 project will come from the following sources: \$100,000 from the Wisconsin DNR, \$45,000 from the Fort Atkinson Community Foundation, and the balance from the Friends of Haumerson's Pond fundraising efforts. While the City will not be investing in the capital project costs, there will be significant staff time associated with the management and implementation of the project. There will also be short-term and long-term maintenance of the building and the park that will be the responsibility of the City. These costs can not be quantified at this time. However, the City Council should be aware that this project will impact the City financially in the future.

Cm. Jaeckel moved, seconded by Cm. Schultz to approve the request for Public Monument Review for Haumerson's Pond accessory structure. 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. Jaeckel moved, seconded by Cm. Johnson to approve the Verified Claims as presented. Motion carried.

13. Adjournment

Cm. Jaeckel moved, seconded by Cm. Schultz to adjourn. Meeting adjourned at 7:49 pm.

Respectfully submitted,
Michelle Ebbert
City Clerk/Treasurer/Finance Director

Respectfully submitted,
Michelle Ebbert
City Clerk/Treasurer