



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

**CITY COUNCIL MEETING
IN PERSON AND VIA ZOOM
TUESDAY, SEPTEMBER 3, 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. Becker, Cm. Jaeckel, Cm. Johnson, Cm. Schultz and President Lescohier. Also present: City Manager, City Clerk/Treasurer, Director of Public Works, City Attorney, Water Superintendent, Fire Chief, Park & Recreation Director, Public Works Superintendent, Library Director and Senior Center Director.

3. Public Hearings

None.

4. Public Comment

John Hausz, 104 Jefferson Street - Does not support the purchase of the electric pickup truck for the Water Department. He has concerns for the manufacturer of the battery and curious if the Fire Department can extinguish a fire of an electric vehicle. He also wants to see balance sheets for city owner property including, Banker Road, Lorman Road and Klement Industrial Park. He stated he wants to meet with someone regarding the Ramesh property.

5. Consent Agenda

Cm. Johnson 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 August 20, 2024, License Committee meeting** (Ebbert, Clerk/Treasurer/Finance Director)*
- b. *Review and possible action relating to the **minutes of the August 20, 2024 regular City Council meeting** (Ebbert, Clerk/Treasurer/Finance Director)*
- c. *Review and possible action relating to **building, plumbing, and electrical permit report for July 2024** (Draeger, Building Inspector/Zoning Administrator)*
- d. *Review and possible action relating to the City Clerk-issued **License and Permit Report for***

July 2024 (Ebbert, Clerk/Treasurer/Finance Director)

- e. *Review and possible action relating to **City Sewer, Water, and Stormwater Utility Financial Statements** as of July 31, 2024* (Ebbert, Clerk/Treasurer/Finance Director)

6. Petitions, Requests, and Communications

- a. *Review and possible action relating to a proclamation recognizing **September as National Senior Center Month** in the City of Fort Atkinson* (Houseman, City Manager)
Cm. Schultz moved, seconded by Cm. Johnson to recognize September as National Senior Center Month in the City of Fort Atkinson. Motion carried.

7. Resolutions and Ordinances

None.

8. Reports of Officers, Boards, and Committees

- a. *City Manager's Report* (Houseman, City Manager)
No action was taken.
- b. *Presentation on the Summer Reading program* (Lippert, Library Director)
No action was taken.

9. Unfinished Business

None.

10. New Business

- a. *Review and possible action relating to the **purchase of a new electric truck for the Water Utility** at a cost not to exceed \$47,588* (Armstrong, Water Utility Superintendent)
Water Superintendent Armstrong discussed the 2024 CIP that included replacement of a well-used 2009 gasoline engine service vehicle. The CIP included 50,000 for this truck. Water Utility staff sought and received bids from two vendors for this purchase. Current state vehicle contracts only include pricing on Ford vehicles. After receiving bids, staff discussed the possible purchase of an Electric Vehicle (EV) instead of a gasoline-engineered vehicle. The City of Sun Prairie was featured in an August issue of the Municipality Magazine relating to their recent EV vehicle purchases. Water Utility staff contacted Sun Prairie for their review, and their feedback was very positive. Currently, in 2024, the Federal Government has a clean vehicle credit program in place. This program includes EV trucks qualifying for a \$7,500.00 incentive. Warranty on an EV truck is similar to other vehicles; 3 years 36,000 miles and 8 years 100,000 miles on the batteries and drive-train. Current battery life expectancy with proper maintenance should be 10 + years.

Cm. Schultz moved, seconded by Cm. Johnson to authorize the purchase of an EV Ford F150 Lighting Truck with charger and tool box installation from Griffin Ford Fort Atkinson at a cost not to exceed \$47,588 with Water Utility funds identified in the 2024 CIP and further authorize Staff to pursue the \$7,500 federal incentive for the vehicle, making the final cost \$40,088. Motion carried 4-1 Jaeckel opposed.

- b. *Review and possible recommendation relating to a **Class "A" Fermented Malt Beverage License** for Sarahndipity Salon, located at 121 N. Main Street, for the licensing period of September 4, 2024 through June 30, 2025. (Ebbert, Clerk/Treasurer/Finance Director)*
Clerk/Treasurer Ebbert stated that Sarahndipity Salon applied for a Class "A" Fermented Malt Beverage to allow for sales and off-site consumption of products at her 121 N. Main Street location. This location has held a "Class A" Intoxicating Liquor license since early 2023. The quota for these licenses is established by the City Council and allows one license per 750 residents. All information was provided with a successful background check. The License Committee did review the application at their August 20th meeting and recommended the Council approve the application.

Cm. Schultz moved, seconded by Cm. Jaeckel to approve the Class "A" Fermented Malt Beverage license for Sarahndipity Salon, 121 N. Main Street for the licensing period September 4, 2024 through June 30, 2025. Motion carried.

- c. *Review and possible action relating to the **State/Municipal Agreement for the reconstruction of Banker Road from Campus Drive to Hoard Road** (Selle, Director of Public Works)*

DPW Selle reminded the Council that City staff applied for and received WisDOT grants, through the Bipartisan Infrastructure Law (BIL), for roadway improvements. Staff applied for and have been granted a DOT grant to reconstruct Banker Road from Campus Drive to Hoard Road. Staff proposed reconstruction to include a realignment of a portion of the existing roadway. The project is 0.56 miles in length and constructed of asphalt pavement and concrete curb & gutter. Sidewalks will be constructed on both sides of the roadway along with bicycle accommodation and new storm sewer and street lighting. Per the grant requirements, the City will pay the design costs. The grant agreement covers 80% of eligible costs, to include road and stormwater elements. The City is responsible for the remaining 20% as well as any water or sanitary work required. City staff plan to utilize funds from borrowing associated with TID No. 9, which is supporting the Banker Rd development area. Borrowing for this project will come before the Council at a future meeting. Federal funding is limited to \$1,419,304.

Cm. Schultz moved, seconded by Cm. Becker to approve the proposed State/Municipal Agreement to reconstruct Banker Road from Campus Drive to Hoard Road by 2027 and authorize signature. Motion carried.

- d. *Review and possible action relating to the **State/Municipal Agreement for the construction of in-fill sidewalks as a part of the Safe Routes to School Plan** (Selle, Director of Public Works)*

DPW Selle provided that in 2017, the City of Fort Atkinson and the School District of Fort

Atkinson completed a Safe Routes to School Plan. The study identified several improvements to pedestrian transportation and safety. This project begins to get at the in-fill areas of sidewalks identified around the City's schools (public and private). The City, in cooperation with the School District of Fort Atkinson, submitted an application for in-fill sidewalks and pedestrian paths for a TAP grant. The School District in particular included a significant path around the outside perimeter of the high school, where no path currently exists. The City was awarded a total of \$1.7 Million dollars for this in-fill project. The subject project is funded with 80% federal funding up to a maximum of \$1,703,612.40 for all federally-funded project phases when the Project Sponsor agrees to provide funds in excess of the \$1,703,612.40 federal funding maximum, in accordance with TAP guidelines. Design will be completed in whole by the City.

Cm. Schultz moved, seconded by Cm. Jaeckel to approve the proposed State/Municipal Agreement to construct infill sidewalks in the City of Fort Atkinson. Motion carried.

- e. *Review and possible action relating to the **2025 Recycling Grant Application** to the Wisconsin Department of Natural Resources (Selle, Director of Public Works)*

DPW Selle stated this is an annual grant program through the Wisconsin Department of Natural Resources. The grant award supplements the cost of both recycling and composting for the City. The City's estimated recycling expenditures in 2025 is \$231,976.80, as outlined in the attachment. The total represents an estimated increase of 2% over estimated 2024 recycling expenditures. The WDNR has provided around \$35,000 in grant funds over the last several years. In 2024 WDNR is expected to provide a similar amount.

Cm. Schultz moved, seconded by Cm. Becker to approve the 2025 Recycling Grant and authorize staff to sign and submit the application to the Wisconsin Department of Natural Resources. Motion carried.

- f. *Review and possible action on a design contract addendum for the **Banker Road development infrastructure design** (Selle, Director of Public Works)*

DPW Selle stated that the design of Banker Road will move forward following the process of WisDOT. Staff requested a proposal from Quam Engineering to pursue this work. Note that Quam Engineering has not previously performed work under this process. As such, this is an estimated fee that is expected to require updates as the process moves forward. The work provided thus far by Quam Engineering and the company's familiarity with the site leaves no concern about the lack of specific WisDOT experience. Staff has confirmed with WisDOT that the open solicitation utilized for the Feb 2024 award meets the requirements for open bidding of this grant award, thus allowing an extension of this contract.

Cm. Becker moved, seconded by Cm. Johnson to award and approve a design contract addendum for the Banker Rd Development with Quam Engineering in an amount not to exceed \$107,335 using funds borrowed through the Note Anticipation Notes, Series 2024B. Motion carried.

- g. *Review and possible action relating to the **site investigation contract** for the Koshkonong Estates Development (Selle, Director of Public Works)*

DPW Selle discussed that the City is in the process of settling the Koshkonong Estates lawsuit, with the transfer of ownership of the remaining lots held by the developer expected within the month. In an effort to correctly identify the problems and opportunities within the subdivision, City staff solicited bids to provide investigation into groundwater, wetlands, floodplains, and soils. The current schedule for completion of the work is late November 2024. Funds for these studies have not been budgeted, as the City did not know how the Koshkonong Estates lawsuit would be resolved. Staff recommends that these studies be paid for using American Rescue Plan Act funds.

Cm. Becker moved, seconded by Cm. Johnson to award the site investigation contract to Graef in an amount not to exceed \$67,176.00, using the City ARPA fund. Motion carried 4-1 Jaeckel opposed.

11. 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. Schultz moved, seconded by Cm. Jaeckel to approve the list of Verified Claims presented by the Finance Director. Motion carried.

12. Closed Session

- a. *The City Council may consider a motion to convene in closed session pursuant to State Stat. §19.85(1)(e) to **deliberate or negotiate the purchasing of public properties**, where competitive or bargaining reasons require a closed session (Houseman, City Manager)*

Cm. Schultz moved, seconded by Cm. Becker to consider a motion to convene in closed session pursuant to State Stat. §19.85(1)(e) to deliberate or negotiate the purchasing of public properties, where competitive or bargaining reasons require a closed session. Motion carried unanimously.

13. Adjournment

Cm. Schultz moved, seconded by Cm. Becker to adjourn. Meeting adjourned at 8:46 pm.

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

Respectfully submitted,
Michelle Ebbert
City Clerk/Treasurer

