



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

**CITY COUNCIL MEETING
IN PERSON AND VIA ZOOM
THURSDAY, FEBRUARY 20, 2025 – 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 Attorney, City Clerk/Treasurer, Interim Engineer, Building Inspector, Public Works Superintendent, Fire Chief, Library Director, Parks & Recreation Director and Public Works Supervisor.

3. Public Hearings

None.

4. Public Comment

None.

5. Consent Agenda

Becker moved, seconded by Johnson to approve the Consent Agenda as presented. Motion carried.

- a. *Review and possible action relating to the **minutes of the February 4, 2025 City Council meeting** (Ebbert, Clerk/Treasurer/Finance Director)*
- b. *Review and possible action relating to the **minutes of the February 11, 2025 Plan Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)*
- c. *Review and possible action relating to **building, plumbing, and electrical permit report for January 2025** (Draeger, Building Inspector/Zoning Administrator)*
- d. *Review and possible action relating to the City Clerk-issued **License and Permit Report for February** (Ebbert, Clerk/Treasurer/Finance Director)*
- e. *Review and possible action relating to **City Sewer, Water, and Stormwater Utility Financial Statements** as of January 31, 2025 (Ebbert, Clerk/Treasurer/Finance Director)*
- f. *Review and possible action on a **Special Event: Arndt Wedding, Saturday, July 19, 2025,***

12 - 5 p.m. at Riverwalk Plaza (Ebbert, Clerk/Treasurer/Finance Director)

6. Petitions, Requests, and Communications

- a. *Library 2024 year-end report (Lippert, Dwight Foster Public Library Director)*
Director Lippert provided a year-end report. No action was taken.
- b. *Review and possible action relating to a proclamation recognizing **February 5, 2025 as Monarch Pledge Day** in the City of Fort Atkinson (Houseman, City Manager)*
Becker moved, seconded by Johnson to approve the proclamation for Monarch Pledge Day and declare February 5, 2025 as Monarch Pledge Day in the City of Fort Atkinson. Motion carried.

7. Resolutions and Ordinances

- a. *Review and possible action relating to a **Certified Survey Map** for the property located east of Fort Atkinson High School, south of Trillium Drive, and west of Banker Road in the City of Fort Atkinson (Draeger, Building Inspector/Zoning Administrator)*
Inspector Draeger introduced the proposal for a two-lot Preliminary Certified Survey Map (CSM) that will also establish the portions of the Public Right of Way adjacent to the proposed land development. Lot 1, is a spacious, buildable multi-family parcel, while Outlot 1 is designated to accommodate wetlands and stormwater management serving this site, the remainder of Ridgeview Estates to the north, and additional runoff from the north and east of the broader development area. This CSM was reviewed by the Plan Commission at its meeting on Feb. 11, 2025 and recommended for approval with the conditions noted in the attached Plan Commission memo. Approval of this Certified Survey Map will allow the City to sell Lot 1 to be developed in accordance with the Development Agreement with Intrepid Investments, LLC.

Becker moved, seconded by Jaeckel to approve the Preliminary Certified Survey Map for the property located east of Fort Atkinson High School, south of Trillium Drive and west of Banker Road in the City of Fort Atkinson with the conditions outlined in the staff report. Motion carried.

- b. *Review and possible action on a **Certified Survey map** for the property located east of Fort Atkinson High School, north of Trillium Drive, and west of Banker Road in the City of Fort Atkinson (Draeger, Building Inspector/Zoning Administrator)*
Inspector Draeger reviewed the proposal for a four-lot Preliminary Certified Survey Map (CSM) that will also establish the portions of the Public Right of Way adjacent to the proposed land development. Lot 2 is a buildable multi-family lot, while Lots 3, 4, and 5 are planned to be zoned for Single-Family development. The Plan Commission recommended the CSM for approval at a meeting on Feb. 11, 2025. Approval of this CSM will allow the City to sell the lots created to be developed in accordance with the Development Agreement with Intrepid Investments, LLC.

Jaeckel moved, seconded by Becker to approve the Preliminary Certified Survey Map for the property located east of Fort Atkinson High School, north of Trillium Drive and west of Banker Road in the City of Fort Atkinson with the conditions outlined in the staff report. Motion carried.

- c. *Review and possible action on a **Planned Unit Development-General Development Plan** for the property known as Lot 1 (formerly known as Lot 61) located east of Fort Atkinson High School, south of Trillium Drive, and west of Banker Road in the City of Fort Atkinson (Draeger, Building Inspector/Zoning Administrator) (PUD-2025-01)*

Inspector Draeger presented the applicant's request to propose establishing a Planned Unit Development to accommodate an 87- unit, three story apartment building with underground and surface parking. The new parcel to accommodate this development will be created by CSM prior to action on this item and is proposed to be 5.371-acres in size. A future second phase may occur on the eastern portion of the property, adjacent to Banker Road through additional approval processes. The Plan Commission held a public hearing on the Planned Unit Development-General Development Plan for this project at a meeting on Feb. 11, 2025. There were no comments at the public hearing and the Plan Commission recommended approval of the PUD-GDP. Approval of this PUD-GDP will allow the development of this property in accordance with the Development Agreement with Intrepid Investments and is expected to add \$14 million dollars of taxable value to Tax Increment District (TID) #9.

Becker moved, seconded by Johnson to approve the Planned Unit Development-General Development Plan for the property known as Lot 1 (formerly known as Lot 61) located east of Fort Atkinson High School, south of Trillium Drive, and west of Banker Road in the City of Fort Atkinson with the conditions outlined in the staff report. Motion carried.

- d. *Review and possible action on a **Planned Unit Development-General Development Plan** for the property known as Lot 2 (formerly known as Lot 1) located east of Fort Atkinson High School, north of Trillium Drive, and west of Banker Road in the City of Fort Atkinson (Draeger, Building Inspector/Zoning Administrator) (PUD-2025-02)*

Inspector Draeger stated the applicant is proposing to establish a Planned Unit Development to accommodate two 4- unit townhome buildings, totaling 8 units. Each building is proposed to be 4,235 sf for a combined total of 8,470 sf of building area on the site. The new parcel to accommodate this development will be created by CSM prior to action on this item and is proposed to be 28,836 square feet in size. The Plan Commission held a public hearing on this item at a meeting on Feb. 11, 2025. There were no comments at the public hearing. The Plan Commission also recommended the PUDGDP for approval. Approval of this Planned Unit Development-General Development Plan will allow the development of this parcel in accordance with the Development Agreement with Intrepid Investments, LLC. While an estimated value for this project has not been provided, it will add taxable value to Tax Increment District (TID) #9. Further, the sale of this parcel to the developer will result in \$144,000 in revenue for TID #9 (\$18,000 per unit, per the approved Development Agreement).

Becker moved, seconded by Johnson to approve the Planned Unit Development-General Development Plan for the property known as Lot 2 (formerly known as Lot 1) located east of Fort Atkinson High School, north of Trillium Drive, and west of Banker Road in the City of Fort Atkinson with the conditions outlined in the staff report. Motion carried.

- e. *First Reading of a proposed Ordinance to amend the **Official Zoning Map** of the City of Fort Atkinson, Wisconsin, for the property known as Lot 1 (formerly Lot 61) located east of Fort Atkinson High School, south of Trillium Drive, and west of Banker Road in the City of Fort Atkinson from MRH-30, Multi-Family Residential-30, to PUD, Planned Unit Development District (Draeger, Building Inspector/Zoning Administrator)*

Becker moved, seconded by Jaeckel to direct the City Manager to prepare the ordinance for a second reading and possible third/final reading at the meeting on March 4, 2025. Motion carried.

- f. *First Reading of a proposed Ordinance to amend the **Official Zoning Map** of the City of Fort Atkinson, Wisconsin, for the property known as Lot 2 (formerly Lot 1) located east of Fort Atkinson High School, north of Trillium Drive, and west of Banker Road in the City of Fort Atkinson from SR-2, Single-family Residential District, to MRM-8, Multi-Family Residential Medium - 8, with a PUD, Planned Unit Development (Draeger, Building Inspector/Zoning Administrator)*

Jaeckel moved, seconded by Schultz to direct the City Manager to prepare the ordinance for a second reading and possible third/final reading at the meeting on March 4, 2025. Motion carried.

8. Reports of Officers, Boards, and Committees

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

9. Unfinished Business

- a. *Review and possible action relating to Ridge View Estates construction Change Order #1 for \$137,500 (Burt, Interim City Engineer)*

Interim Engineer noted that on November 19, 2024, the City Council awarded the bid for the Ridge View Estates (formerly referred to as the Banker Road project) public infrastructure project to Forest Landscaping and Construction. Since that time, work has begun in earnest, which has included several challenges. Interim City Engineer Andy Burt reported on some of the issues discovered in the field during the earthwork at the City Council meeting on January 21, 2025. As referenced during that presentation, staff has received three change order requests as outlined in the memo from Mr. Burt and included as attachments. This project has a variety of funding sources including a 2024 borrowing for this purpose, a loan to TID #9 from the General Fund (fund balance), and a loan from the Wastewater Utility (fund balance), for a total of \$4,825,000. The total expenses for the

base construction project were \$4,013,561.50, per the contract documents with Forest Landscaping. The City Council authorized a 5% contingency for the construction project of \$200,678.08. Together, the three change orders total \$210,832, which is \$10,153.92 more than the contingency identified in the initial project approval.

Jaeckel moved, seconded by Johnson to approve change order #1 for the Ridge View Estates construction project for \$137,500, to be paid for using the Banker Road Construction expenditure account 23-50-0056-7000. Motion carried.

- b. Review and possible action relating to Ridge View Estates construction Change Order #2 for \$60,732 (Burt, Interim City Engineer)*

Becker moved, seconded by Jaeckel to approve change order #2 for the Ridge View Estates construction project for \$60,732, to be paid for using the Banker Road Construction expenditure account 23-50-0056-7000. Motion carried.

- c. Review and possible action relating to Ridge View Estates construction Change Order #3 for \$12,600 (Burt, Interim City Engineer)*

Becker moved, seconded by Johnson to approve change order #3 for the Ridge View Estates construction project for \$12,600, to be paid for using the Banker Road Construction expenditure account 23-50-0056-7000. Motion carried.

10. New Business

- a. Review and possible action relating to a proposal from Stantec Consulting Services, Inc. for the Loeb-Lorman Remediation Project (Burt, Interim City Engineer)*

Interim Engineer discussed that the City received a Community Development Block Grant (CDBG) grant in 2021 to purchase and remediate three properties on the northeast east side of the City, known as the Loeb-Lorman parcels (Subject Property). The grant award was \$1,441,750 and has been expended. In December 2024, the City received the attached letter from the DNR, which provided a review of the Site Investigation Report (SIR) provided to the DNR on behalf of the City by Terracon Consultants, Inc. on July 23, 2023. The document recommends that the City put together a Site Investigation Work Plan to address DNR comments and next steps. When City staff received this letter in December, staff determined that a different approach was necessary to complete this project and get as close to site closure as possible, given the unknown future use as well as the required five-year vacancy requirement of the CDBG grant. Staff and the consulting attorneys at Godfrey Kahn reached out to Stantec Consulting Services, Inc. to prepare a proposal for environmental consulting services related to the Subject Property. The proposal is attached for review and includes two tasks: data review and strategy document preparation and NR716 work plan preparation and submittal to the DNR. The first task includes a thorough review of possible state and federal funding sources to assist with or offset the costs associated with the continued efforts by the City at remediation and closure of the Subject Property. Staff will be utilizing de-federalized ARPA funds for this expense.

Becker moved, seconded by Johnson to accept the proposal for environmental consulting services from Stantec Consulting Services, Inc. for \$6,700 for the Loeb Lorman Remediation Project and authorize the City Manager to execute the associated Professional Services Agreement. Motion carried.

- b. *Review and possible action relating to the 2025 Water Relay and Road Rehabilitation Bid Award Recommendation (Burt, Interim City Engineer)*

Interim Engineer presented the 2025 project that consists of the rehabilitation and water main replacement on Cramer Street (Jefferson to High Street), Erick Street (Talcott Avenue to Rockwell Avenue), Memorial Drive (Sherman Avenue to Florence Street), McMillen Street (from Sherman to Fourth Street), along with the realignment of McMillen Street east of the Fort Atkinson Memorial Hospital. It also includes infill sidewalk in these areas.

Jaeckel moved, seconded by Johnson to award the 2025 Water Relay and Road Rehabilitation work, including the base bid and alternates A through D, to Forest Landscaping and Construction, Inc. in an amount not to exceed \$2,600,191.25. Motion carried.

- c. *Review and possible action relating to Task Order 2025-03 from Ruekert & Mielke, Inc. for 2025 Water Relay and Road Rehabilitation - Construction Administration (Houseman, City Manager)*

Manager Houseman stated that the road construction projects require construction administration and oversight by the "owner." The City of Fort Atkinson is the owner of this public infrastructure project. In the past, the City has use City staff, consultants, or a combination thereof to accomplish this task. As the City is currently experiencing vacancies, current staff does not have the capacity or experience to effectively oversee this construction project. Interim City Engineer Andy Burt, P.E., on behalf of Ruekert and Mielke, Inc., has submitted Task Order 2025-03 for the construction administration for the 2025 Water Relay and Road Rehabilitation in the amount of \$127,150.60. Ruekert and Mielke has successfully served in this capacity for the City for past projects.

Becker moved, seconded by Johnson to approve Task Order 2025-03 for \$127,150.60 with Ruekert & Mielke, Inc. for Construction Administration for the 2025 Water Relay and Road Rehabilitation Project and authorize the City Manager to execute. Motion carried.

- d. *Review and possible action relating to the repair of the front suction system on Fire Department engine 8162 (Peterson, Fire/EMS Chief)*

Chief Peterson requested approval for the repair of Engine 8162, a 2006 Pierce Enforcer fire engine, due to severe corrosion of its front intake suction system. This system is essential for water intake from hydrants and drafting from portable tanks, both necessary for effective firefighting operations. The estimated repair cost is \$12,189.37, and the work is expected to take approximately three weeks.

Jaeckel moved, seconded by Becker to approve the repair of fire engine 8162's front intake suction system at Rennert's Fire Equipment Service for an estimated cost of \$12,189.37. Motion carried.

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)*
Becker moved, seconded by Jaeckel to approve the list of Verified Claims and authorize payment. 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)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility [annual performance review of the City Manager]*
Becker moved, seconded by Johnson to convene in closed session pursuant to State Stat. Section 19.85(1)(c) to conduct the annual performance review of the City Manager.
Motion carried on a unanimous voice vote.

13. Adjournment