



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, APRIL 15, 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 Clerk/Treasurer/Finance Director, Public Works Superintendent, City Attorney, Fire Chief, Museum Director, Police Chief, Park & Recreation Director and Public Works Supervisor.

3. Public Hearings

None.

4. Public Comment

John Hausz, 104 Jefferson Street - spoke on unmowed area and sump pump drainage.

5. Consent Agenda

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

- a. *Review and possible action relating to the **minutes of the April 2, 2025 Police and Fire Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)*
- b. *Review and possible action relating to the **minutes of the April 3, 2025 City Council meeting** (Ebbert, Clerk/Treasurer/Finance Director)*
- c. *Review and possible action relating to the **minutes of the April 8, 2025 Plan Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)*
- d. *Review and possible action relating to **building, plumbing, and electrical permit report for March 2025** (Draeger, Building Inspector/Zoning Administrator)*
- e. *Review and possible action relating to the City Clerk-issued **License and Permit Report for March 2025** (Ebbert, Clerk/Treasurer/Finance Director)*
- f. *Review and possible action relating to **City Sewer, Water, and Stormwater Utility Financial Statements** as of March 31, 2025 (Ebbert, Clerk/Treasurer/Finance Director)*

- g. *Review and Possible action on a **Special Event: Wings & Wheels Fly-In Breakfast**, Sunday, June 1, 2025, 6 a.m.-2 p.m. at Fort Atkinson Municipal Airport (Ebbert, Clerk/Treasurer/Finance Director)*

6. Petitions, Requests, and Communications

- a. *Review and possible action relating to a proclamation honoring **Mason Becker** for ten years of dedicated service to the City of Fort Atkinson (Houseman, City Manager)*
Schultz moved, seconded by Johnson to approve the proclamation recognizing Mason Becker for ten years of dedicated service to the City of Fort Atkinson. Motion carried.
- b. *Review and possible action relating to proclamation recognizing **Fort Atkinson as the Intersectional Peony City of Wisconsin** (Lee, Museum Director)*
Johnson moved, seconded by Jaeckel to approve the proclamation recognizing Fort Atkinson as the Intersectional Peony City of Wisconsin. Motion carried.
- c. *Review and possible action to proclaim **April 25, 2025, as Arbor Day** in the City of Fort Atkinson (Williamson, Superintendent of Public Works)*
Schultz moved, seconded by Jaeckel to proclaim April 25, 2025 as Arbor Day in the City of Fort Atkinson. Motion carried.
- d. *Review and possible action relating to a Proclamation **Recognizing Municipal Treasurers Week** April 20-26, 2025 (Houseman, City Manager)*
Becker moved, seconded by Johnson to approve the proclamation recognizing Municipal Treasurers Week April 20-26, 2025 in the City of Fort Atkinson. Motion carried.
- e. *Jefferson County GIS Consortium Presentation from Laura Scott*
No action required.
- f. *ATV/UTV Ordinance Six-month Review per Section 95-160 of the Municipal Code (Bump, Police Chief)*
No action required.

7. Resolutions and Ordinances

None.

8. Reports of Officers, Boards, and Committees

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

9. Unfinished Business

None.

10. 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 Johnson to approve the list of Verified Claims as presented.
Motion carried.

11. Adjournment

- a. ***The 2024-2025 City Council will adjourn – Sine Die***
Jaeckel moved, seconded by Becker to adjourn the final meeting of the 2024-2025 Fort Atkinson City Council Sine Die. Motion carried.

12. Oath of Office

- a. *The City Clerk will administer the **Oath of Office** to newly elected City Council Members (Ebbert, Clerk/Treasurer/Finance Director)*
No action required.

13. Call meeting to order

- a. ***Call to order** the first meeting of the 2025-2026 Fort Atkinson City Council (Houseman, City Manager)*
Manager Houseman called the meeting to order at 7:54 pm.
- b. ***Roll Call** (Houseman, City Manager)*
Present: Cm. Huckabee, Cm. Jaeckel, Cm. Johnson, Cm. Schultz and Cm. Lescohier.
- c. ***Election of the President of the City Council for the term of April 15, 2025 – April 21, 2026** (Houseman, City Manager)*
Bruce Johnson moved to nominate Kyle Jaeckel to the position of City Council President for the 2025-2026 year. Peggy Huckabee seconded the nomination. Kyle Jaeckel accepted the nomination.

President Jaeckel took the seat as Council President.

- d. ***Election of the President Pro Tem of the City Council for the term of April 15, 2025-April 21, 2026** (Council President)*
Davin Lescohier nominated Eric Schultz to the position of President Pro Tem for the 2025-2026 year. Bruce Johnson seconded the nomination. Eric Schultz accepted the nomination.
- e. *Review and possible confirmation of the City Manager's appointment of Eric Schultz to serve as the Council Representative on the **Plan Commission** (Houseman, City Manager)*
Lescohier moved, seconded by Johnson to confirm the appointment of Eric Schultz to serve as the Council Representative on the Plan Commission for the 2025-2026 year.
Motion carried.
- f. *Review and possible action to designate the **Daily Jefferson County Union as the Official***

City Newspaper for purposes of publishing required legal notices (Ebbert, Clerk/Treasurer/Finance Director)

Schultz moved, seconded by Lescohier to designate the Daily Jefferson County Union as the Official City Newspaper for purposes of publishing required legal notices. Motion carried.

14. New Business

- a. *Review and possible action relating to the **purchase of a Walk Behind Pavement Saw** for the Public Works Operations Division (Williamson, Public Works Superintendent)*

Superintendent Williamson discussed the final 2025 General Fund and Capital Improvement Projects funding budgets were approved by the City Council in November 2024 at the regular meeting on November 19th. The 2025 Department of Public Works Capital Improvement Projects budget included the purchase of several pieces of equipment to replace older and some worn-out items. Those items include a Ford F250 service truck with a rear lift gate (previously approved by City Council and ordered), a walk behind pavement saw, a scag zero turn mower, a pavement crack router, and a wing plow attachment with installation. The F250 is not part of the purchase requests before the Council tonight. The four remaining items up for approval are included in tonight's packet and will be presented in the following order: 1 - Walk Behind Pavement Saw, 2 - Scag Zero Turn Mower, 3 - Pavement Crack Router, and 4 - Wing Plow Attachment for a single-axle plow truck (Fleet No. 4). The walk-behind pavement saw is proposed to replace the existing unit that has served the City well for more than 26 years. The average useful life of this type of equipment, per industry standard and the Wisconsin DOT, is typically 6 to 8 years. Staff reached out to several providers of this type of equipment in an effort to research the best unit for the City's operations.

Schultz moved, seconded by Huckabee to approve the purchase of a walk behind pavement saw for Public Works Operations at a cost not to exceed \$11,166. Motion carried.

- b. *Review and possible action relating to the **purchase of a Scag Turf Tiger Zero Turn Mower with Hurricane Mulching Kit and Fiberglass Shade Top Kit** for the Public Works Operations Division (Williamson, Public Works Superintendent)*

Superintendent Williamson stated the Public Works Operations Division proposes to purchase a scag zero turn mower to replace the existing unit that has served the City for the last 5 years. The average useful life of this type of equipment, per industry standards and the Wisconsin DOT, is typically 5 years. Staff reached out to the City's preferred local provider, Mid-state Equipment, and received favorable cost proposal of \$14,799.00, including the mulching kit. Staff also sourced a canopy shade top online at a price of \$752.96 delivered by Thunderbird Industries. These items total \$15,551.96. Staff reviewed the low bidder, spoke with our local representative, and recommends making the purchase from Mid-state Equipment.

Lescohier moved, seconded by Johnson to approve the purchase of a scag zero turn mower with hurricane mulch kit and canopy shade cover from Mid-state Equipment and Thunderbird Industries at a cost not to exceed \$15,551.96. Motion carried.

- c. *Review and possible action relating to the **purchase of a Crafcro Model 30 Pavement Crack Router with Dust Control Kit** for the Public Works Operations Division (Williamson, Public Works Superintendent)*

Superintendent Williamson reviewed the request to purchase a Crafcro Model 30 Pavement Router with Dust Control Kit to replace the existing unit that has served the City for the last 28 years. The average useful life of this type of equipment, per industry standards and the Wisconsin DOT, is typically 6 to 8 years. Staff reached out to two providers, Sherwin Industries of Milwaukee, WI and Midstates Equipment of Mountain Lake, MN. Sherwin Industries provided a proposal for \$22,250.00, and Midstates Equipment provided a proposal for \$24,025.00.

Schultz moved, seconded by Huckabee to approve the purchase of a Crafcro model 30 pavement crack router with dust control kit for Public Works Operations Division from Sherwin Industries at a cost not to exceed \$22,250. Motion carried.

- d. *Review and possible action relating to the **purchase of a Wing Plow System and Installation onto a Single Axle Plow Truck (Fleet No. 4)** for the Public Works Operations Division (Williamson, Public Works Superintendent)*

Superintendent Williamson noted that this request seeks approval to purchase a Wing Plow Attachment to add to one of the fleet plow trucks that was ordered years ago without one. The average useful life of this type of equipment (pursuant to industry standards and the Wisconsin DOT) is typically 15 years. The Department reached out to the original upfitter of Fleet Truck No. 4 for a proposal to add a wing plow attachment. Monroe responded with a proposal of \$26,761.00 for all parts and labor.

Johnson moved, seconded by Schultz to approve the purchase of a wing plow system and installation onto a single axle plow truck (Fleet No. 4) for the Public Works Operations Division at a cost not to exceed \$26,761. Motion carried.

15. Adjournment

Schultz moved, seconded by Johnson to adjourn. Meeting adjourned at 8:18 pm.

Respectfully submitted

Michelle Ebbert

City Clerk/Treasurer/Finance Director