



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, OCTOBER 7, 2025 – 7:00 PM
CITY HALL – SECOND FLOOR**

MINUTES

1. Call meeting to order

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

2. Roll call

Present: Cm. Huckabee, Lescohier, Schultz and President Jaeckel. Also present: City Manager, City Clerk/Treasurer/Finance Director, Director of Neighborhood Services, Director of Public Works, City Attorney, Public Works Superintendent, Fire Chief and Police Chief.

Excused absence: Cm. Johnson.

3. Pledge of Allegiance

President Jaeckel led the Pledge of Allegiance.

4. Consent Agenda

Huckabee moved, seconded by Schultz to approve the Consent Agenda as presented, items 4.a. through 4.g. Motion carried.

- a. *Review and possible action relating to the **minutes of the September 10, 2025 Parks and Recreation Advisory Board meeting** (Ebbert, Clerk/Treasurer/Finance Director)*
- b. *Review and possible action relating to the **minutes of the September 16, 2025, City Council meeting** (Ebbert, Clerk/Treasurer/Finance Director)*
- c. *Review and possible action relating to the **minutes of the September 22, 2025 Police and Fire Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)*
- d. *Review and possible action relating to the **minutes of the September 23, 2025, Plan Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)*
- e. *Review and possible action on a **Special Event: Fort Fall Festival**, November 1, 2025, from 1:00 - 6:00 p.m. at the Water Street/Milwaukee Avenue parking lot (Ebbert, Clerk/Treasurer/Finance Director)*
- f. *Discussion and possible action relating to a **Temporary Retailer's License** for Randy Schopen Foundation's Fort Fall Fest on November 1, 2025, from 1:00 - 6:00 pm (Ebbert, Clerk/Treasurer/Finance Director)*

- g. *Review and possible action relating to **Citizen Appointments** to Committees, Commissions, and Boards (Houseman, City Manager)*

5. **Public Hearings**

None.

6. **Public Comment for Matters on the Agenda**

A representative for Agenda Item #8.a. wanted to speak. However, they were not the property owner nor a City Resident as required by Ordinance.

7. **Petitions, Requests, and Communications**

None.

8. **Resolutions and Ordinances**

- a. *First reading of an ordinance relating to a **Zoning Map Amendment** to change the zoning district for the property located at 525 Jefferson St. (226-0614-3433-017) from Urban Mixed Use (UMU) to Medium Industrial (MI) to accommodate the future sale of the property (ZMA-2025-12) (Draeger, Director of Neighborhood and Building Services)*
- Director Draeger presented the item that was presented to the Plan Commission on September 23, 2025. The applicant has requested a Zoning Map Amendment for an existing 1.82-acre site located 525 Jefferson Street. The existing +/-34,000 square foot building on the parcel that previously housed a sales and manufacturing operation, is now vacant. Formerly, this site consisted of three different parcels that have since been combined. The applicant is proposing a Zoning Map Amendment from the existing zoning of Urban Mixed Use (UMU) to the proposed zoning of Medium Industrial (MI). The applicant's proposed Zoning Map Amendment cannot be approved because it does not comply with the City's ordinances or align with adopted City plans. The City's Management Team has reviewed the application, and all comments have been incorporated into this document, confirming that the proposal does not meet the requirements necessary for approval. City staff recommends denial of the Zoning Map Amendment from UMU to MI because the proposed Zoning Map Amendment is not consistent with the City's Comprehensive Plan. In particular, the Future Land Use Map designation of the subject property as Planned Mixed Use does not include industrial land uses and thus a Zoning Map Amendment to Medium Industrial would be inconsistent with the Comprehensive Plan. At the meeting on September 16, 2025, the Plan Commission held a public hearing on this matter. The Attorney representing the property owner appeared via Zoom to speak in favor of the rezoning request. No others spoke at the public hearing. The Plan Commission discussed further and recommended that the City Council deny the request for a Zoning Map Amendment from UMU to MI for the property located at 525 Jefferson Street, based on the inconsistency of the request with the City's adopted Comprehensive Plan and Zoning Ordinance.

Lescohier moved, seconded by Schultz to deny the request for a Zoning Map Amendment to change the zoning district for the property located at 525 Jefferson St. from Urban Mixed Use to Medium Industrial, based on its incompatibility with the Comprehensive Plan and Zoning Ordinance. Motion carried 4-0.

- b. *Review and possible action relating to a Resolution **Declaring an Emergency and Authorizing the Milwaukee Avenue West Storm Sewer Repair without Competitive Bidding** (Navin, Director of Public Works)*

Director Navin stated that a failure of the Storm Sewer in Milwaukee Avenue W has been identified and is in need of repair prior to winter as another winter and spring freeze thaw cycle could prove to be detrimental to this structure. The failing structure on Milwaukee Avenue W. drains directly to the Rock River and if it were to completely fail, could impact public safety, health or welfare through potential flooding of streets and properties. This structure is the outfall into the river for stormwater from S. Main Street West to the Rock River and from S. Sixth Street North to Milwaukee Avenue W. as shown in the attached map. The yellow star shows the location of the outfall into the river and the pipes shown in red flow to this outfall. If this structure were to fail, all storm sewer pipes and inlets upstream would inevitably back up and flood City streets and private properties.

Schultz moved, seconded by Huckabee to approve the resolution authorizing the Milwaukee Avenue West emergency storm sewer repair without competitive bidding. Motion carried.

9. Reports of Officers, Boards, and Committees

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

10. Unfinished Business

None.

11. New Business

- a. *Review and possible action relating to the Small Animal Collection Contract with the **Humane Society of Jefferson County** for 2026 (Ebbert, Clerk/Treasurer/Finance Director)*
Clerk/Treasurer Ebbert reviewed the annual contract with the Humane Society for small animal collection. The Humane Society has served the City by furnishing and maintaining facilities and equipment adequate for the housing, shelter and care of all dogs and cats unlawfully at large or surrendered to the Humane Society. The Humane Society proposes to continue to provide contracted services, which include pickup and drop-off service for stray animals to residents and law enforcement during regular business hours, and pickup of animals collected overnight after the Humane Society opens for regular business hours. Additional information is detailed in the attached contract. There are no proposed

changes to the contract or services for 2026. The Humane Society contract cost uses the City's population (12,455) times a rate of \$2.78 per resident, totaling \$34,624.90 for 2026. This reflects an increase of 2.5% over the 2025 contract cost. Annually, a 1.5% discount may be applied should the City elect to provide the contract payment in one lump sum in the month of January. The City has traditionally taken advantage of the savings and paid in one lump sum in January 2026. With the discount, the 2026 fee is \$34,105.53, providing a savings of \$519.37. The \$34,500 cost is included in the 2026 budget document for this service (01-53-5343-000).

Huckabee moved, seconded by Schultz to authorize the City Manager to execute the agreement with the Humane Society of Jefferson County for 2026 at the discounted rate of \$34,105.53. Motion carried.

b. *Review and possible action relating to the Agreement between the City of Fort Atkinson and **Fort Atkinson Firefighters - Local 580 for 2026-2029** (Peterson, Fire Chief)*

Chief Peterson stated that on March 13, 2024, the Fort Atkinson Firefighters joined the Janesville Professional Firefighters, Local 580, and affiliated with the International Association of Firefighters. A voluntary recognition agreement between the City and Local 580 was signed on March 22, 2024. The first contract was negotiated and signed on December 30, 2024, and took effect January 1, 2025, through December 31, 2025. The initial contract was a one-year agreement that did not include wage adjustments. On August 4, 2025, negotiations began for the second contract and a tentative agreement reached. The contract establishes a new wage table with five steps, rank differentials, and structured annual increases. The phased approach makes progress toward competitive pay while spreading the financial impact over four years. The recently approved Township contract anticipated these wage adjustments, lessening the direct financial impact on the City. The agreement balances fiscal responsibility with the need to address recruitment, retention, and supervisory wage compression.

Schultz moved, seconded by Lescohier to approve the agreement between the City of Fort Atkinson and the Fort Atkinson Firefighters Local 580 for the term of January 1, 2026 through December 31, 2029 and authorize the City Manager to execute the agreement. Motion carried.

c. *Review and possible action relating to an Agreement between the City of Fort Atkinson and the **Fort Atkinson Professional Police Association for the years 2026-2028** (Bump, Police Chief)*

Chief Bump provided the current collective bargaining agreement (CBA) between the City of Fort Atkinson and the Fort Atkinson Professional Police Association (FAPPA) expires at the end of 2025. In August 2025, the FAPPA indicated its interest in opening negotiations to renew the CBA for 2026. A meeting was held on September 24, 2025, where the FAPPA representatives sat down with the City Manager, Captain Hefty, and Chief Bump. This productive and positive meeting resulted in mutually agreeable wage negotiations and changes to some aspects of the contract that benefit both parties.

Lescohier moved, seconded by Huckabee to approve the agreement between the City of Fort Atkinson and the Fort Atkinson Professional Police Association for the years January 1, 2026- December 31, 2028 and authorize the City Manager to execute the agreement. Motion carried.

- d. *Review and possible action relating to a proposal from Quam Engineering for **Banker Road Final Plat Services (Addendum #4)** (Navin, Director of Public Works)*

Director Navin discussed that as part of the ongoing design of the relocated Banker Road and the handover to KL Engineering, Quam Engineering has submitted a proposal (Addendum #4) outlining the scope of services required to complete the Final Plat and associated iron placement for the Ridge View Estates Subdivision. As a part of the change in engineering firms that was approved by the council at the September 16th meeting, KL Engineering requested that Quam Engineering complete the two pieces included in the attached addendum, Final Plat of phase two and the final plat iron placements. This request was made as Quam already has the majority of the information required and has already completed the final plat for phase one of the project. KL Engineering taking on this part of the project would have increased costs to the City.

Huckabee moved, seconded by Schultz to approve the proposal from Quam Engineering for Banker Road Final Plat Services (Addendum #4) Ridge View Estates. Motion carried.

- e. *Review and possible action relating to **Milwaukee Avenue W. Storm Sewer Emergency Repair construction award** (Navin, Director of Public Works)*

Director Navin discussed staff contracted with Ruekert & Mielke to create plans for the emergency repair of the existing storm sewer underground tunnel and solicit repair documents to contractors for pricing. The project was solicited to eight contractors on September 23, 2025. Bid opening took place on October 3, 2025 at 10 am with two bids that were received. The City received bids for this work from Forest Landscaping & Construction and Wanasek Corporation. The bids varied widely, with Forest proposing \$166,774 to complete the work, and Wanasek proposing \$497,430. Forest is a known contractor and has done a lot of previous work in the City. The bid from Forest is also much closer to the engineer's estimate of \$154,226.50. This repair will be paid for by the Stormwater Utility fund in 2025. Staff does not anticipate this project will have a deleterious effect on the Storm Water Utility budget. 2025 projections included in the proposed 2026 budget (published October 3, 2025) provide a positive year-end fund balance for the Storm Water Utility Fund, even with this project.

Lescohier moved, seconded by Schultz to approve the Milwaukee Avenue W. Stormwater Sewer Emergency Repair and award the contract to Forest Landscaping and Construction at a cost not to exceed \$166,774 paid for with funds from the Stormwater Utility Fund. Motion carried.

- f. *Review and possible action relating to an **Extraterritorial Certified Survey Map** for the property located at W6184 Star School Road in the Town of Koshkonong (CSM-2025-06) (Draeger, Director of Neighborhood and Building Services)*

Director Draeger provided that the Plan Commission reviewed this Certified Survey Map

application at a meeting on September 23, 2025 and recommended approval of the CSM. The property owner wants to break off a 2-acre parcel from the parent parcel along Star School Road in the Town of Koshkonong. This is within the 3-mile extraterritorial area of the City of Fort Atkinson and also within the 1.5-mile radius requiring a recommendation from the Plan Commission and approval by the City Council. The parcel has been rezoned to A-3, pending approval of the CSM.

Huckabee moved, seconded by Schultz to approve the Extraterritorial Certified Survey Map for the property located at W6184 Star School Road in the Town of Koshkonong. Motion carried.

*g. Review and possible action relating to a **contract to install concrete sidewalk and ramps on South Main Street** at the intersections of Hilltop Trail and Talcott Avenue (Williamson, Public Works Operations Superintendent)*

Superintendent Williamson discussed that in 2024, the City Engineer applied for and received Wisconsin Department of Transportation Grant funds to facilitate the construction of a multipurpose path along the east side of S. Main St. from Rockwell Ave. to Hackbarth Road. As a result of this grant award, the City contracted MSA Professional Services Group to design and coordinate approval of the plans and specifications through the Wisconsin Department of Transportation. The project has been bid and awarded to Rock Road Construction for construction in 2026. The Public Works Operations Division has prepared the areas for improvements by removing all the existing concrete sidewalks, ramps and curbs; and excavated suitable sidewalk bearing soil to assist in the project's progress. Staff budgeted \$14,000.00 for sidewalk concrete repairs in the 2025 General Fund Budget, account Sidewalks - Supplies 01-54-5444-0600. This account has funds available to award the low bidder, JW Schultz Construction, to complete this additional project in 2025 and in anticipation of the 2026 S. Main Street Path and Roadway Project.

Schultz moved, seconded by Lescohier to award the contract to install concrete sidewalk and ramps on South Main Street at the intersections of Hilltop Trail and Talcott Avenue to JW Schultz Construction at an amount not to exceed \$9,250 and authorize the City Manager to execute the contract. Motion carried.

12. Miscellaneous

None.

13. Public Comment for Matters Not on the Agenda

Joan Fitzgerald, 545 Statford Court - Representative of the 46th Assembly District spoke on the State Budget.

14. 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)*

Schultz moved, seconded by Lescohier to approve the list of Verified Claims as presented.
Motion carried on a roll call vote.

15. Adjournment

Schultz moved, seconded by Huckabee to adjourn. Meeting adjourned at 8:01 pm.

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