



**CITY COUNCIL MEETING
IN PERSON AND VIA ZOOM
TUESDAY, MAY 5, 2026 – 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: Council members: Huckabee, Johnson, Lescohier, Price and President Jaeckel. Also present: City Manager, City Attorney, City Clerk/Treasurer/Finance Director, Director of Public Works, Director of Neighborhood and Building Services, Public Works Superintendent, Fire Chief, Museum Director, City Electrician, Wastewater Superintendent, Water Superintendent,

3. Pledge of Allegiance

President Jaeckel led the Pledge of Allegiance.

4. Consent Agenda

Lescohier moved, seconded by Huckabee to approve the Consent Agenda as listed items 4.a through 4.k. Motion carried.

- a. *Review and possible action relating to the **minutes of the April 16, 2026, Economic Development Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)*
- b. *Review and possible action relating to the **minutes of the April 21, 2026, City Council meeting** (Ebbert, Clerk/Treasurer/Finance Director)*
- c. *Review and possible action relating to the **minutes of the April 28, 2026, Plan Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)*
- d. *Review and possible action relating to **Council Appointments** to Boards, Commissions and Committees (Jaeckel, Council President)*
- e. *Review and possible confirmation of the City Manager's appointment of Peggy Huckabee to serve as the Council Representative on the **Plan Commission** (Houseman, City Manager)*
- f. *Review and possible action relating to **Citizen Appointments** to Boards, Commissions and Committees (Houseman, City Manager)*
- g. *Review and possible action on a **Special Event: Fort Youth Baseball Pre-Season Invite**, Friday, May 15, 2026, through Sunday, May 17, 2026 (Ebbert,*

Clerk/Treasurer/Finance Director)

- h. Review and possible action on a **Special Event: Annual Dairy Day at the MOOseum, Saturday, June 13, 2026, from 11 a.m. to 2 p.m.** (Ebbert, Clerk/Treasurer/Finance Director)
- i. Review and possible action on a **Special Event: 50th Annual Ice Cream Social, Saturday, July 4, 2026, from 1 p.m. to 3 p.m. at the Hoard Historical Museum** (Ebbert, Clerk, Treasurer, Finance Director)
- j. Review and possible action on a **Special Event: Built From Broken Foundation Recovery Wars, Saturday, August 8, 2026, from 2:00-4:00 pm** (Ebbert, Clerk/Treasurer/Finance Director)
- k. Review and possible action on a **Special Event: Chamber of Commerce Community Picnic, Sunday, September 27, 2026, 11:00 am - 2:00 pm** (Ebbert, Clerk/Treasurer/Finance Director)

5. Public Hearings

None.

6. Public Comment for Matters on the Agenda

7. Petitions, Requests, and Communications

- a. **Legislative Update** (Representative Joan Fitzgerald)
No action was taken.
- b. **2025 Annual Tourism Report** (Fort Atkinson Chamber of Commerce, Logan McHone)
No action was taken.
- c. Review and possible action relating to a Proclamation **Recognizing National Police Week, May 10-16, 2026 and Peace Officers' Memorial Day, May 15, 2026** (Houseman, City Manager)
Huckabee moved, seconded by Johnson to approve the Proclamation recognizing National Police Week May 10-16, 2026 and Peace Officer's Memorial Day May 15, 2026. Motion carried.
- d. Review and possible action on a proclamation recognizing **EMS Week May 17-23, 2026 and International Firefighters Day May 4, 2026** in the City of Fort Atkinson (Houseman, City Manager)
Lescohier moved, seconded by Johnson to approve the Proclamation recognizing EMS Week May 17-23, 2026 and International Firefighters Day May 4, 2026. Motion carried.
- e. Review and possible action relating to the proclamation for **National Public Works Week May 17 - May 23, 2026**, in the City of Fort Atkinson (Houseman, City Manager)
Price moved, seconded by Johnson to approve the Proclamation for National Public Works Week May 17-23, 2026. Motion carried.

- f. *Review and possible action relating to a proclamation declaring **May 22, 2026, as Wisconsin Wastewater Professionals Appreciation Day** (Houseman, City Manager)*
Huckabee moved, seconded by Lescohier to approve the Proclamation declaring May 22, 2026 as Wisconsin Wastewater Professionals Appreciation Day. Motion carried.

8. Resolutions and Ordinances

- a. *Second and possible third/final reading of a proposed **Annexation Ordinance** relating to the annexation of a portion of the property located at 744 Jones Avenue (parcel number 226-0514-0434-004) to the City of Fort Atkinson from the Town of Koshkonong (PFA-2026-01) (Draeger, Director of Neighborhood and Building Services)*

Director Draeger stated that the subject parcel is currently located in the Town of Koshkonong, and the applicants are requesting annexation into the City. A zoning amendment is not required, as the area proposed for annexation will be combined with an existing parcel already zoned Industrial. Upon approval of the annexation, the two land areas will be consolidated into a single parcel through a Certified Survey Map (CSM). The Plan Commission reviewed this item at the meeting on April 14, 2026, and recommended that the City Council review and adopt the annexation ordinance. The City Council performed the first reading of the Annexation Ordinance at the meeting on April 21st.

Lescohier moved, seconded by Huckabee to suspend the rules and offer a third/final reading of the Ordinance annexing a portion of the property parcel 016-0514-0434-000, located adjacent to 744 Jones Avenue parcel 226-0514-0434-004 to the City of Fort Atkinson from the Town of Koshkonong. Motion carried.

Lescohier moved, seconded by Huckabee to approve the annexation ordinance for the parcel 016-0514-0434-000 property located at 744 Jones Avenue to the City of Fort Atkinson parcel 226-0514-0434-004 from the Town of Koshkonong. 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 related to the replacement of the Hoard Historical Museum's roof, a 2026 CIP project (Lee, Hoard Historical Museum Director)*
Director Lee shared that the roof of the Hoard Historical Museum is in need of

replacement. The building's roof line is comprised of the original 1864 Hoard House, the various additions to the Hoard House as part of the Hoard Museum (1960s, 1990s, 2007) and the 1980 National Dairy Shrine. The bulk of the roof was replaced as part of the 2007 expansion. The replacement of the entire roofing is included in the City's approved 2026 budget as part of the Capital Improvement Projects budget. As with all Museum CIP projects, funds from the City of Fort Atkinson's Hoard Museum trust fund will be used to cover the expense.

Lescohier moved, seconded by Johnson to accept the proposal to replace the roof at the Hoard Historical Museum's roof at a cost not to exceed \$141,640 through Reliable Roofing. Motion carried.

b. *Review and possible action related to entering into a **two-year Cross Connection Inspection Service contract** (Armstrong, Water Utility Superintendent)*

Superintendent Armstrong provided that the Water Utility is currently responsible for administering cross-connection control requirements, including notification, inspection, compliance tracking, and Wisconsin Department of Natural Resources regulatory reporting. A cross connection is a physical connection between a possible source of contamination and the public drinking water system piping. This connection, if not properly protected, can allow contaminants into the drinking water system.

Contamination can occur due to backflow. Cross connection control is a critical component of maintaining the safety and integrity of the public water supply. Regular inspections are required to ensure compliance with state regulations and to prevent the risk of backflow contamination into the distribution system. The Water Utility's Capital Improvement Program (CIP) 2027 budget includes \$19,500.00 for cross-connection program assistance. Staff intends to use operating funds from the 2026 budget in the outside services employed account (03-33-0092-3000) for the 2026 program costs of \$18,690.05.

Lescohier moved, seconded by Price to authorize the City Manager to enter into a two-year contract with Hydro Corp for cross connection services in the amount of \$18,690.05 for year 1 (2026) and \$19,437.65 year 2 (2027) to ensure uninterrupted service and regulatory compliance for a cost not to exceed \$38,127.70. Motion carried.

c. *Review and possible action relating to the **purchase of a bucket truck for the Electrical Department** at a cost not to exceed \$137,400 (Armstrong, Electrician)*

Electrician Armstrong stated the City Council approved the Electrical Department's request to purchase a new bucket truck for a budgeted amount of \$170,000 in the Capital Improvement Expenditures Budget for calendar year 2026. Staff requested the purchase of a new bucket truck to replace a 28-year-old truck that has served the city well and is at the end of its useful life. Staff obtained three quotes: Custom Truck One Source - \$165,000, Runnion Equipment - \$160,574 and Altec - \$214,374. After reviewing the proposals and conducting additional research, staff identified an additional option from Custom Truck One Source: a 2023 Chevrolet 4x4 truck equipped with a Versalift, priced at \$137,400.

Huckabee moved, seconded by Johnson to approve the purchase of the 2023 Chevrolet 5500 Bucket Truck from Custom Truck One Source of Union Grove, WI in the amount not to exceed \$137,400 and authorize the City Manager to execute the contract. Motion carried.

- d. *Review and possible action relating to a **Certified Survey Map** for the property located at 744 Jones Avenue (CSM-2026-07) (Draeger, Director of Neighborhood and Building Services)*

Director Draeger stated Jones Dairy Farm owns the subject properties, which are partially located in the Town of Koshkonong, with the majority of the land within the proposed Certified Survey Map (CSM) situated in the City. Jones Dairy Farm is petitioning to annex a small portion of its campus currently in the Town into the City to construct a wastewater treatment facility. The Plan Commission approved a Site Plan Review for a new wastewater pre-treatment plant at their meeting on April 28, 2026. The approval was conditioned on the City Council's approval of an Annexation Ordinance and the approval of the Certified Survey Map. City staff find that the proposed Certified Survey Map (CSM), overall, is consistent with the City's Land Division and Development Ordinance and is in conformance with the City's Comprehensive Plan. A few minor mapping adjustments are required to achieve full compliance. The applicant has acknowledged these revisions and has agreed to incorporate them into the final CSM.

Huckabee moved, seconded by Price to approve the Certified Survey Map with the following conditions:

- All corrections identified in the staff memo shall be incorporated into the final Certified Survey Map, subject to verification by City staff.
- Formal annexation of the property described in the Annexation Exhibit prior to applying signatures to the Final Certified Survey Map. Motion carried.

- e. *Review and possible action relating to **disallowance of a claim** against the City of Fort Atkinson, Harris (Ebbert, City Clerk/Treasurer/Finance Director)*

Clerk Ebbert stated the League of Wisconsin Municipalities Mutual Insurance (LWMMI) is the City's insurance carrier for property, liability, and worker's compensation. Statewide Services, Inc administers liability the claims for LWMMI. When the City receives a claim against the City's insurance, Statewide Services performs an investigation and obtains facts relating to the claim, which can include interviewing employees and onsite investigation. After the investigation, Statewide Services makes a final determination and recommendation relating to the claim. On April 14, 2026, staff received a notice from an individual whose vehicle was damaged due to the 103 mph wind during the early morning hours of Tuesday, April 14, 2026. The notice was submitted to Statewide Service. The disallowance of the claim shortens the statute of limitations period to six months for any future lawsuit relating to this matter.

Lescohier moved, seconded by Johnson to disallow the claim against the City of Fort Atkinson pursuant to Wisconsin Statutes 893.80(1)(g). Motion carried.

12. Miscellaneous

None.

13. Public Comment for Matters Not on the Agenda

John Hausz, 104 Jefferson Street - referenced an article about State of Wisconsin managing weeds and his plans for his property and his weeds.

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)*
Huckabee moved, seconded by Johnson to approve the list of Verified Claims as presented by the Director of Finance and authorize payment. Motion carried.

15. Adjournment

Johnson moved, seconded by Huckabee to adjourn. Meeting adjourned at 8:13 pm.

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