



**CITY COUNCIL MEETING
IN PERSON AND VIA ZOOM
TUESDAY, JUNE 16, 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: Cm. Huckabee, Johnson, Leschier, Price and President Jaeckel. Also present: City Manager, City Clerk/Treasurer, City Attorney, Director of Public Works, Director of Neighborhood Services, Police Captain, Wastewater Superintendent.

3. Pledge of Allegiance

President Jaeckel led the Pledge of Allegiance.

4. Consent Agenda

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

- a. *Review and possible action relating to the **minutes of the June 2, 2026 City Council meeting** (Ebbert, Clerk/Treasurer/Finance Director)*
- b. *Review and possible action relating to the **minutes of the June 9, 2026 Plan Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)*
- c. *Review and possible action relating to **building, plumbing, and electrical permit report for May 2026** (Draeger, Building Inspector/Zoning Administrator)*
- d. *Review and possible action relating to the City Clerk-issued **License and Permit Report for June** (Ebbert, Clerk/Treasurer/Finance Director)*
- e. *Review and possible action relating to **City Sewer, Water, and Stormwater Utility Financial Statements as of May 31, 2026** (Ebbert, Clerk/Treasurer/Finance Director)*
- f. *Review and possible action relating to a **Temporary Retailer's License** for Randy Schopen Foundation's Fort Fall Fest on October 24, 2026, from 1:00 - 6:00 pm (Ebbert, Clerk/Treasurer/Finance Director)*
- g. *Review and possible action on a **Special Event: Fort Fall Festival, October 24, 2026 from 1:00 - 6:00 p.m.** at the Barrie Park (Ebbert, Clerk/Treasurer/Finance Director)*
- h. *Review and possible action on a **Special Event: Jazz in the Park, Friday, June 19, 2026,***

from 7 p.m. to 9 p.m. at Barrie Park (Ebbert, Clerk, Treasurer, Finance Director)

- i. Review and possible action on a **Special Event: Fat Boyz Motorcycle Raffle** (partnership with Fort Atkinson Lions Club), Saturday, June 27, 2026, from 4 p.m. to 9 p.m. at Fat Boyz (Ebbert, Clerk, Treasurer, Finance Director)*
- j. Review and possible action relating to a **Special Event: FA Community Band Concerts June 15, June 29, July 13, July 27, and August 10, 2026 from 7:00-9:00 p.m. at Barrie Park** (Thom, Deputy Clerk)*
- k. Discussion and possible action relating to a **Temporary Retailer's License** for St. Joseph Catholic Church, St. Joseph's Fall Festival on September 12-13, 2026 (Ebbert, Clerk/Treasurer/Finance Director)*

5. Public Hearings

None.

6. Public Comment for Matters on the Agenda

None.

7. Petitions, Requests, and Communications

- a. Recognition of Julia Beilke and Prana Health & Wellness as winners of the Historic Preservation Commission's 2026 Historic Preservation Award (Lee, Museum Director)
No action was taken.*
- b. Presentation and report relating to a Solar Study completed at City of Fort Atkinson Wastewater Treatment Plant (Nathan Cassity and Caramy Biederman, Donohue & Associates)
No action was taken.*
- c. Presentation and report relating to a Biosolids study at the City of Fort Atkinson Wastewater Treatment Plant (Nathan Cassity and Caramy Biederman, Donohue & Associates)
No action was taken.*

8. Resolutions and Ordinances

- a. Review and possible action relating to the **Wastewater Utility 2025 Compliance Maintenance Annual Report (CMAR)** to the Wisconsin Department of Natural Resources (Sweeney, Wastewater Superintendent)
Superintendent Sweeney stated that Wisconsin Administrative Code NR 208 requires each wastewater treatment facility to complete and submit an annual evaluation of its treatment and collection systems' condition and performance. The Utility's 2025 grades are as follows: • Influent flow and loadings = A • Effluent quality: BOD = A • Effluent quality: TSS = A • Effluent Quality: Ammonia = A • Effluent quality: Phosphorus = A •*

Biosolids quality and management = A • Preventive maintenance and staffing = A • Operator certification = A • Financial management = A • Collection systems = A. The Facility's overall grade point average for 2025 is a 4.0 (2024 = 3.92; 2023 = 4.00) and indicates that overall, the plant is in good condition and is operating at a high level.

Huckabee moved, seconded by Johnson to approve the Wastewater Utility 2025 Compliance Maintenance Annual Report as required by Ch. NR208 to the Wisconsin Department of Natural Resources. Motion carried.

- b. *Review and possible action relating to a Resolution Designating the City of Fort Atkinson Police Department as the **Primary Wireless 911 Public Safety Answering Point** (Lindsey, Police Captain)*

Captain Lindsey provided that the Fort Atkinson Police Department is currently a primary Public Safety Answering Point (PSAP) for all landline 911 calls in the City of Fort Atkinson. The Department is seeking to transition from a secondary wireless 911 PSAP to a primary wireless PSAP. Throughout 2025, the Department initiated and completed its transition to AT&T's nextgeneration wireless 911 service. The transition from a secondary wireless 911 safety answering point to a primary point, is essential to operations as the Department continues to provide best-in-class service to the community. This transition is the final step in the 911 Next Generation transition that was initiated in 2025. The cost associated with this transition is \$6,500. This is a one-time charge from AT&T/Intrado and is necessary to ensure the system operates as intended. Funds to pay for this service will come from the PD's telephone/radio account within the 2026 adopted budget.

Lescohier moved, seconded by Price to adopt the Resolution designating the City of Fort Atkinson Police Department as the Primary Wireless 911 Public Safety Answering Point. Motion carried.

- c. *Third/final reading and possible action relating to an **Ordinance Amending the City of Fort Atkinson Zoning Map** for the property located at 550 McMillen St. (parcel numbers 226-0614-3443-018 and 226-0614-3434-045), from Institutional (I) to Multi-Family Residential-30 (MRM-30) (Draeger, Director of Neighborhood and Building Services)*

Director Draeger provided this is the third and final reading of the Ordinance. The proposed project involves a Zoning Map Amendment for two existing parcels from Institutional to Multi-Family Residential-30 (MRH-30) to facilitate the future development of four multifamily apartment buildings with 24 units in each. The City's Comprehensive Plan's Future Land Use Map shows the two parcels to be in the Planned Mixed Use land use category, which supports a mix of commercial and residential uses, including those uses permitted under the proposed MRH-30 zoning district. No comments were received by Staff.

Huckabee moved, seconded by Price to approve and adopt Ordinance Amending the City of Fort Atkinson Zoning Map for the property located at 550 McMillen St. (parcel numbers 226-0614-3443-018 and 226-0614-3434-045), from Institutional (I) to Multi-Family Residential-30 (MRM-30). 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 outstanding **Wisconsin Department of Transportation Invoices** (Navin, Director of Public Works)*

Director Navin stated, the City has outstanding invoices with the Wisconsin Department of Transportation (DOT) associated with the Robert Street Bridge project from 2022. DOT staff has indicated that new connecting highway projects will not move forward until these invoices are paid. The total cost of the three invoices equals \$135,420.31. Staff proposes to use the City's contingency account to cover these costs. If payment of these invoices is approved with contingency funds, there will be \$56,140.66 remaining in that account for use in 2026.

Huckabee moved, seconded by Johnson to authorize the payment of the three outstanding Wisconsin Department of Transportation invoices for a total cost of \$135,420.31 using the City's 2026 contingency funds. Motion carried.

- b. *Review and possible action relating to a **Grant Award Received for Lead Service Lateral Replacement Communications** (Navin, Director of Public Works)*

Director Navin discussed that in 2021, the Bipartisan Infrastructure Law (BIL) established requirements for lead service lateral replacements throughout the country by 2037. In fall of 2025 Water Utility staff completed the inventory of all 4,709 laterals in the City. At that time, the City Council enacted an ordinance requiring the replacement of all lead service laterals within the City, and City staff submitted the Intent to Apply for a Wisconsin Department of Natural Resources (WDNR) Safe Drinking Water Loan. Recognizing that successful lead service line replacement requires robust public participation, City staff collaborated with Jefferson County Health and Human Services to apply for the LSLR Community Outreach Grant. Staff is pleased to announce that the Wisconsin DNR has awarded the City the full funding amount of \$150,000 for this outreach initiative. These funds, available for eligible costs incurred between May 16, 2026, and May 15, 2028, will be used to support the success of the LSL replacement projects through dedicated community engagement and education.

Price moved, seconded by Huckabee to accept the Lead Service Lateral Replacement Community Outreach Grant Award in the amount of \$150,000 (additional grant funding may be available) and authorize the City Manager to sign the acceptance letter. Motion

carried.

- c. *Review and possible action relating to an **Extraterritorial Certified Survey Map** for the property located at N3628 County Road K (CSM-2026-06) (Draeger, Director of Neighborhood and Building Services)*

Director Draeger stated the applicant is requesting approval of a Certified Survey Map (CSM) to combine two existing parcels into a single lot. The subject property is located within the Town of Jefferson and will remain zoned R-2 under Jefferson County zoning following the proposed land combination. Staff notes that the applicants were recently granted a Conditional Use Permit for the construction of a new shed on the property. It is assumed that the proposed combination of the two existing lots through this CSM is intended to facilitate that approved improvement by creating a single parcel. The Plan Commission met on June 9th and recommended the City Council approve the extraterritorial CSM subject to the condition included in the staff report: Waive the dedication of the Public Right of Way required under Section 70.04.01.

Huckabee moved, seconded by Price to approve the Extraterritorial Certified Survey Map for the property located at N3628 County Road K (CSM-2026-06) subject to the conditions outlined in the staff report. Motion carried.

- d. *Review and possible action relating to an **Extraterritorial Certified Survey Map** for the property located at W5812 County Road M (CSM-2026-07) (Draeger, Director of Neighborhood and Building Services)*

Director Draeger discussed that a significant portion of the Hausz Brothers quarry is located on land jointly owned by Poyer Homestead, LLC. The owners propose to convey the portions of their property currently occupied by the quarry to Hausz Brothers. As part of this process, Poyer Homestead, LLC will combine their remaining lands into a single parcel, while Hausz Brothers will consolidate the conveyed lands with its existing quarry property. The purpose of the Certified Survey Map (CSM) is to place the entire active gravel pit on a single parcel under Hausz Brothers ownership. The Plan Commission met on June 9th and recommended the City Council approve the extraterritorial CSM subject to the conditions included in the staff report.

Lescohier moved, seconded by Johnson to approve the Extraterritorial Certified Survey Map for the property located at W5812 County Road M (CSM-2026-07) with corrections noted in the Plan Commission Staff report. Motion carried.

- e. *Review and possible action related to the **replacement of the barn roof and siding** at the Fort Atkinson Municipal Airport using CARES Act Funds (Draeger, Director of Neighborhood and Building Services)*

Director Draeger discussed how the roof and siding of the barn located at the Fort Atkinson Municipal Airport are in need of replacement. The structure's current exterior consists of the original board and batten wood siding and asphalt 3-tab shingles on the roof which are long past their useful life. The barn is located at the Municipal Airport, which was registered with the Federal Aviation Administration (FAA) in 1948. The structure is not listed on any historic register; however, it possesses significant local

character and reflects a traditional Wisconsin dairy barn design. The adopted 2026 Capital Improvement Program (CIP) includes \$30,000 for replacement of the barn roof, funded through CARES Act allocations, as reflected in the approved budget documents.

The following summarizes the three proposals for replacement of the barn roof only:

- Smith Roofing: \$56,300 — Tear off two layers of shingles, install new OSB plywood, install standard steel roofing panels, no thickness specified. 1 year workmanship warranty and standard manufacturer warranty on the panels.
- Reidl and Sons Roofing: \$38,456.30 — install purlins over existing roof, install standard steel roofing panels, no thickness specified. 10 year workmanship warranty and standard manufacturer warranty on the panels.
- Midwest Roofing and Construction: \$23,660 — install purlins over existing roof, install .29 gauge steel roofing panels. 40 year paint warranty on the panels.

Following the initial review of proposals, City staff requested an additional quote from Midwest Roofing and Construction to include replacement of the barn's deteriorated siding and soffits as part of the same project. Staff pursued this option to capitalize on economies of scale associated with completing all exterior improvements under a single contract and to address conditions on a City-owned structure that are currently not in compliance with City property maintenance standards. Midwest Roofing and Construction subsequently provided a revised proposal totaling \$46,324, consisting of \$24,400 for the roof replacement and \$21,924 for the siding and soffit replacement. The modest increase in the roof cost reflects the time elapsed between the original and revised quotations

Staff proposes to use CARES Act funds for the project. The City received \$75,000 from the federal government between 2022 and 2023 through the Bipartisan Infrastructure Law (BIL) to support local airports suffering through the effects of the COVID-19 pandemic. These funds have been sitting in the Airport Fund (Fund 20) fund balance since their receipt. The impact of using \$46,324 of these funds will be seen in the 2026 audit and will look like a reduction in fund balance. As of the end of 2025, the Airport Fund had about \$154,000 in fund balance

Lescohier moved, seconded by Huckabee to accept the proposal from Midwest Roofing and Construction to replace the roof and siding on the Fort Atkinson Municipal Airport Barn at a cost not to exceed \$46,324 to be completed in 2026 using CARES Act funds. Motion carried.

12. Miscellaneous

None.

13. Public Comment for Matters Not on the Agenda

Chris Vagasky, 1681 Ila Street - spoke in regards to Koshkonong Estates and is hoping they can receive updates.

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)*
Lescohier moved, seconded by Huckabee to approve the list of Verified Claims as presented. Motion carried.

15. Adjournment

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

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