

**AUGUST 19, 2019 FINANCE COMMITTEE MEETING MINUTES
CITY OF EDGERTON**

Candy Davis called the meeting to order at 6:44 p.m.

Present: David Esau, Sarah Braun and Candy Davis.

Others Present: City Administrator Ramona Flanigan, Police Chief Robert Kowalski, Utility Director Randy Oren, City Clerk-Treasurer Cindy Hegglund, and a few citizens.

City Clerk-Treasurer Hegglund confirmed the meeting agendas were properly posted on Friday, August 16th at the Post Office, Edgerton Library and City Hall.

APPROVE MINUTES: A Sarah Braun/David Esau motion to approve the minutes from the August 5, 2019 Finance Committee meeting passed, all voted in favor.

CHANGE ORDER AND PAY REQUESTS: A Candy Davis/David Esau motion to approve pay request #7 for the Broadway/Chaucer St project from G Fox & Sons, Inc in the amount of \$21,353.23 passed on a 3/0 roll call vote.

A Candy Davis/David Esau motion to approve change order #2 from R T Fox Contractors, Inc for an increase of \$10,000 to the Business Park Phase 3 project passed on a 3/0 roll call vote.

A Candy Davis/Sarah Braun motion to approve the final pay request from R T Fox Contractors, Inc for the Business Park Phase 3 project in the amount of \$10,000 passed on a 3/0 roll call vote.

A Candy Davis/David Esau motion to approve pay request #2 from R T Fox Contractors, Inc for the Sweeney Rd project in the amount of \$227,677.21 passed on a 3/0 roll call vote.

A Candy Davis/Sarah Braun motion to approve change order #1 from JB Johnson Brothers for a decrease in the amount of \$5,252.50 for the 2019 Sidewalk program passed on a 3/0 roll call vote.

A Candy Davis/David Esau motion to approve the final pay request from JB Johnson Brothers for the 2019 Sidewalk program in the amount of \$4,494.22 passed on a 3/0 roll call vote.

BILLS AND PAYROLL: A Candy Davis/Sarah Braun motion to approve bills and payroll in the amount of \$514,615.21 passed on a 3/0 roll call vote.

LICENSES: City Clerk Hegglund stated the Committee had postponed a decision on Caitlin Ritchie's license application until after her court date. Ms. Ritchie stated the court date has been postponed and could be as long as 6 months before it is settled. She is asking for the Committee to consider the application before the court's decision.

Candy Davis stated she is not willing to make a determination until the court rules on the charges. David Esau agreed and wishes to wait for the court's decision.

A David Esau/Candy Davis motion to suspend a decision on Caitlin Ritchie's Operator's License application until a court decision is made on the charges passed on a 3/0 roll call vote.

City Clerk Heggland stated Alexandria Welte has one alcohol related charge within the two year look back period. The charge was November of 2017.

Candy Davis asked if Ms. Welte has been working as a bartender since the alcohol offence. Welte had not. Candy Davis stated she has reservations on approving the license since Welte had not been working as a bartender to establish a history of no additional offenses.

David Esau suggested suspending the decision until the 24 months has passed. Candy Davis seconded the motion. The motion was withdrawn.

City Clerk Heggland explained the Committee has the following options for their consideration: Approve the license; deny the license; or postpone a decision. If the decision is to postponed, staff does not conduct another background check before the reconsideration unless instructed to do so by the Committee. The fees charged with an application are used to cover the cost associated with the background check.

A David Esau/Candy Davis motion to deny an Operator's License to Alexandria Welte passed on a 3/0 roll call vote.

CDBG-PF GRANT: Candy Davis announced the City of Edgerton has been awarded a grant in the amount of \$686,000 for the reconstruction of W Rollin St from N Main St to Albion St. The City must accept the award in order to receive the grant.

David Esau asked if the work will include stormsewer work to Saunders Creek. City Administrator Flanigan stated stormsewer work is included in the project but only within the street right-of-way.

A Candy Davis/Sarah Braun motion to accept the award of \$686,000 CDBG-PF Grant for the West Rollin Street project passed on a 3/0 roll call vote.

STATE REVOLVING LOAN FUND: City Administrator Flanigan stated the State is closing the Revolving Loan Funds (RLF) for all municipalities throughout the State. Currently the City has roughly \$195,000 between the bank account and outstanding loan. The City has a two-year window to return the funds.

Once the funds are returned, the RLF money is then eligible to be used as a match for a CDBG-PF grant. The City will need to apply for the funds and is eligible for only the amount we return. Because the City has received the previously mentioned CDBG-PF grant, we can apply the RLF funds as match which could result in the City reducing its out of pocket match funds for the W Rollin St project.

The decision before the Committee is should we return the funds. If we return the funds should we only return the amount in the bank or do we use some of the general fund savings to also pay back the outstanding loan. The loan will still continue to be collected and would repay the general fund. City Administrator Flanigan stated the grant program is a 2-1 match. For every \$2 of grant money, the City matches with \$1 of its own money.

A Candy Davis/David Esau motion to approve the closing of the State Revolving Loan Fund and return the entire balance made up of the bank account balance and outstanding loan amount to the State passed on a 3/0 roll call vote.

CITY OF EDGERTON RESOLUTION 19-19: A Candy Davis/David Esau motion to recommend to Council adoption of City of Edgerton Resolution 19-19: Final resolution declaring the City Council's intentions for the 2019 Sidewalk Project to exercise special assessment police powers passed on a 3/0 roll call vote.

VETERAN'S BUILDING LEASE RENEWAL: A Candy Davis/Sarah Braun motion to approve the lease between the City of Edgerton and Edgerton Children's Center for the lease of the Veteran's building passed on a 3/0 roll call vote.

CRACK FILLING AROUND RACETRACK PARK CONCESSION STAND: A Candy Davis/Sarah Braun motion to approve doing crack filling around the Racetrack Park concession stand in the amount of \$1,000 passed on a 3/0 roll call vote.

Being no other business before the Committee, a Sarah Braun/Candy Davis motion to adjourn passed, all voted in favor.

Cindy Hegglund, City Clerk-Treasurer

Adopted September 3, 2019