

**MARCH 2, 2020 FINANCE COMMITTEE MEETING MINUTES
CITY OF EDGERTON**

Candy Davis called the meeting to order at 6:31 p.m.

Present: David Esau, Candy Davis, and Sarah Braun

Others Present: City Administrator Ramona Flanigan, City Clerk-Treasurer Cindy Heggglund, Library Director Kirsten Almo, Police Chief Robert Kowalski, Utility Director Randy Oren, Municipal Services Director Howard Moser and a few citizens.

City Clerk-Treasurer Heggglund confirmed the meeting agendas were properly posted on Friday, February 28th at the Post Office, Edgerton Library and City Hall.

APPROVE MINUTES: A David Esau/Sarah Braun motion to approve the minutes from the February 17, 2020 Finance Committee meeting passed, all voted in favor.

BILLS AND PAYROLL: A Candy Davis/David Esau motion to approve bills and payroll in the amount of \$110,107.68 passed on a 3/0 roll call vote.

RACETRACK PARK BACKSTOP: A Candy Davis/Sarah Braun motion to approve the purchase of a backstop for the Gregory Field at Racetrack Park from Memphis Net & Twine in the amount of \$2,935.64 passed on a 3/0 roll call vote.

GRINDING OF EXISTING COMPOST PILE: Municipal Services Director Moser stated his department explored different options for disposing of the large compost pile at Fassett Cemetery. He recommends the existing pile be ground and obtained 4 proposals for the work.

Staff recommends the low bid from Atlas Custom Grinding. Their estimated cost is \$7,200. Because this is a time and material bid, staff recommends a not to exceed amount of \$15,000. The funding of the project will come from the 2019 surplus in the Refuse Collection Fund.

Staff also contacted Tim Clark who leases the land next to the compost pile for possible utilization of the grindings. Mr. Clark is interested in using some of the materials.

A Sarah Braun/David Esau motion to approve the proposal from Atlas Custom Grinding in the amount of \$7,200 with a not to exceed amount of \$15,000 for the grinding of the compost pile and use surplus funds from the Refuse Collection Fund passed on a 3/0 roll call vote.

PAINTING AT POLICE STATION: Police Chief Kowalski stated he received three bids for the interior paint at the police station. The low bid was from Arnie Lund Painting Services.

A Candy Davis/Sarah Braun motion to approve the bid for the interior painting at the police station from Arnie Lund Painting Service in the amount of \$2,350 passed on a 3/0 roll call vote.

REALTOR'S RFP EVALUATION AND RECOMMENDATION FOR LISTING OF VETERANS' BUILDING: City Administrator Flanigan stated the City received two proposals

from local realtors to assist the City in the sale of the Veterans' Memorial Building. The two realtors also provided a proposal in the event the City wishes to pursue a co-listing (having the two realtors working together).

Prior to the Finance Committee meeting, the Committee members individually rated, on a quality base rating, the two proposals and the co-listing. They had no knowledge of the fee portion of the proposal. The Committee went through their ratings.

City Administrator Flanigan provided the fee evaluation at the meeting. The fees for all three proposals are 6% for a normal "unknown" buyer. The percentages for a known buyer before listing are Best Realty 4%, Pat's Realty 6% and co-list of 5%.

The rating results, including fees, were Best Realty 4.87, Pat's Realty 4.53 and co-list 4.8.

The Committee members discuss advantages and disadvantages of using an individual realtor verse a co-listing. The main items discussed were co-listing having the combine resources that would be utilized compared to the 1% cost difference of using only Best Realty.

A David Esau/Sarah Braun motion to recommend to Council a co-listing of the Veterans' Memorial Building using both Best Realty and Pat's Realty passed on a 2/1 roll call vote. Candy Davis voted against.

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

Cindy Hegglund, City Clerk-Treasurer

Adopted March 16, 2020