

**CITY OF EDGERTON
REGULAR COMMON COUNCIL MEETING
EDGERTON CITY HALL, COUNCIL CHAMBERS
12 ALBION STREET**

Monday, October 7, 2019 at 7:00 p.m.

1. Call to order; Roll call
2. Pledge of Allegiance.
3. Confirmation of appropriate meeting notice posted on Friday, October 4, 2019.
4. Council acceptance of agenda.
5. Personal appearances for non-agenda items limited to 3 minutes.
 - A. The public will be allowed to speak on agenda items during the meeting.
6. Minutes:
 - A. Consider approval of minutes from September 16, 2019 Council meeting.
7. Committee Reports:
 - A. Finance Committee:
 1. Consider final change order from GMS Excavators, Inc for the Racetrack Park Trail Improvement project.
 2. Consider final pay request from GMS Excavators, Inc for Racetrack Park Trail Improvement project.
 3. Consider approval of bills and payroll vouchers.
 4. Consider approval of licenses.
 - a. Temporary Class “B” License for Edgerton Sterling North Book & Film Festival for October 25, 2019.
 - b. Operator’s License for Caitlin Ritchie.
 5. Consider approving sale of 2015 Dodge Charger squad car to the highest bidder.
 6. Consider Veteran’s Building lease with Edgerton Children’s Center.
 7. Consider exercising the option to extend the agreement for Shared-Ride Taxi Services for 2020.
 8. Consider amending addendum to Cedar Corp contract for the W Rollin St improvement project to include CDBG documents.
 - B. Personnel Committee:
 1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meetings.
 - C. Parks Committee:
 1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meetings.
 - D. Plan Commission:
 1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meetings.
 2. Consider extraterritorial land division for Dedolph, Indian Trail and Lake Drive Rd, Town of Albion, #10309.
 3. Consider extraterritorial land division for Olson, Bliven Rd and Academy Dr, Town of Albion, #10308.

E. Tree Board:

1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meetings.

F. Fire District:

1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meetings.

8. Consider setting Trick or Treat hours.
9. Consider designating 2018 General Fund surplus funds to the Capital Project Fund.
10. Discuss and consider 2020 budget.
11. Mayor, alderperson and staff reports.
12. Closed session pursuant to Wis. Stat. 19.85(1) (e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session." Discuss and consider request from Rinehart Properties for TIF loan subordination.
13. Return to open session and consider taking action on items discussed in closed session.
14. Adjourn.

Notice: If a person with a disability requires that the meeting be accessible or that materials at the meeting be in an accessible format, call the City Administrator's office at least 6 hours prior to the meeting to request adequate accommodations. Telephone: (608) 884-3341.

**SEPTEMBER 16, 2019 COMMON COUNCIL MEETING MINUTES
CITY OF EDGERTON**

Mayor Christopher Lund called the meeting to order at 7:00 p.m.

Present: Sarah Braun, David Esau, Candy Davis, Debbie Olson, Anne Radtke and Jim Burdick

Others Present: City Administrator Ramona Flanigan, City Clerk/Treasurer Cindy Hegglund, Utility Director Randy Oren, Library Director Kirsten Almo, Police Chief Bob Kowalski and a few citizens

Hegglund confirmed the meeting agendas were properly posted on Friday, September 13, 2019 at the Post Office, Edgerton Library and City Hall.

ACCEPT THE AGENDA: A Debbie Olson/David Esau motion to accept the agenda as posted passed, all voted in favor.

MINUTES: A Sarah Braun/David Esau motion to approve the minutes from the September 3, 2019 Common Council meeting passed, all voted in favor.

COMMITTEE REPORTS:

Finance Committee: A Candy Davis/David Esau motion to approve pay request #3 from RT Fox Contractors Inc for the Sweeney Rd project in the amount of \$92,782.86 passed on a 6/0 roll call vote.

A Candy Davis/Sarah Braun motion to approve the final change order from G Fox & Son Inc for the Broadway/Chaucer project for an increase of \$9,795.73 passed on a 6/0 roll call vote.

A Candy Davis/Sarah Braun motion to approve the final pay request from G Fox & Son Inc for the Broadway/Chaucer project in the amount of \$6,440 passed on a 6/0 roll call vote.

A Candy Davis/Debbie Olson motion to approve the bills and payroll list in the amount of \$409,373.07 passed on a 6/0 roll call vote.

A Candy Davis/Debbie Olson motion to approve a sandwich board sign permit for Jonathon Frey at 110 W Fulton St passed on a 5/0/1 vote. Candy Davis abstained.

A Candy Davis/Sarah Braun motion to adopt City of Edgerton Resolution 21-19: Final resolution declaring the City Council's intentions for the Sweeney Road project to exercise special assessment police powers tied on a 3/3 roll call vote. Mayor Lund broke the tie with a yes vote. Motion passed 4/3. Jim Burdick, Debbie Olson and Anne Radtke voted against the motion.

A Candy Davis/Sarah Braun motion to award the bid for 407 N Main St demolition project to Robinson Brothers in the amount of \$152,400 plus cost to dispose of the above ground fuel oil tank passed on a 6/0 roll call vote.

Braun stated she had approached Mayor Lund regarding salvaging some of the bricks and building features for a possible memorial describing the history of the Nunn Busch factory and its impact on the community. Radtke asked if the new owners have agreed to put a possible memorial on the site. Flanigan stated this would have to be part of the negotiations. Olson asked if any of the bricks could be used for restoration in any other buildings around town. Flanigan stated she could not think of any buildings in town that had the same type of brick used at the Num Busch factory.

A Candy Davis/David Esau motion to approve the alternate bid to salvage bricks and front entrance features with the demolition project at 407 N Main St for an additional \$1,200 to the bid price passed on a 5/1 roll call vote. Anne Radtke voted against the motion.

A Candy Davis/David Esau motion to approve the salt bid from Morton Salt in the amount of \$91.21 per ton passed on a 6/0 roll call vote.

A Candy Davis/Sarah Braun motion to approve the low bid from Pieper Power in the amount of \$2,615 for replacement of some light fixtures with LED fixtures at Racetrack Park and use contingency funds if needed passed on a 6/0 roll call vote.

A Candy Davis/Sarah Braun motion to declare police squad #88 as surplus passed on a 6/0 roll call vote.

A Candy Davis/David Esau motion to approve the addendum to the Cedar Corp contract for the design engineering for the W Rollin St improvement project passed on a 6/0 roll call vote.

A Candy Davis/Sarah Braun motion to approve the addendum to the Cedar Corp contract for the design engineering for the west side Industrial Park street extension project passed on a 6/0 roll call vote.

Public Works Committee: A Debbie Olson/Jim Burdick motion to approve the second reading and adopt City of Edgerton Ordinance 19-08: Amending Chapter 9.03 "Parking Restrictions" of the Code of General Ordinances passed on a 6/0 roll call vote.

407 N MAIN ST PURCHASE AGREEMENT: Flanigan stated this is a request to extend the deadline for the purchase of 407 N Main St from the end of September to the end of December. The additional time will allow the City the opportunity to gather all the needed information on the condition of the property and do any testing necessary for the purchase. The owner has requested the City pay up to \$8,000 in building carrying cost (utilities, taxes, insurance) for the additional three months.

A Candy Davis/Jim Burdick motion to approve the 407 N Main St purchase agreement extension and amendment passed on a 6/0 roll call vote.

ORDINANCE 19-07: Heggland updated the Council on the addition to the Room tax ordinance. The Council discussed at a previous meeting to allow the lodging entities to keep 2% of the revenues collected. By statute the Tourism Zone must receive 70% of revenues collected. If the

2% is given to the lodging entities it will come out of the city's portion. The second reading of the ordinance reflects this addition.

The David Esau/Sarah Braun motion to approve the second reading with the addition and adopt City of Edgerton Ordinance 19-07: Creating Chapter 33 "Room and Lodging Tax" and impose a room tax for the City of Edgerton passed on a 6/0 roll call vote,

INTERGOVERNMENTAL AGREEMENT: A Candy Davis/David Esau motion to adopt an Intergovernmental Agreement for establishment of a Room Tax Commission passed on a 6/0 roll call vote.

RESOLUTION 20-19: A Candy Davis/David Esau motion to adopt City of Edgerton Resolution 20-19: Authorizing a signatory municipality to exceed the levy limit for the Edgerton Protection District passed on a 6/0 roll call vote.

JOINT POWERS AGREEMENT: A Candy Davis/Sarah Braun motion to approve the Joint Powers Agreement with the Rock County Communication Center passed on a 6/0 roll call vote.

COMMITTEE APPOINTMENTS: A Sarah Braun/Debbie Olson motion to approve the Mayor's appointment of Tracy Buhrow to the Library Board passed on a 6/0 roll call vote.

10 YEAR CAPITAL EQUIPMENT AND CAPITAL PROJECT PLAN: Flanigan reviewed the projects and equipment included in the 10 year capital list and explained how the city borrows approximately once every 4 years to pay for the projects and equipment. Several years ago the Council established a debt service payment level of \$600,000 annually. The capital plan continues this spending level.

Currently there is approximately \$100,000 from the 2019 borrowing that is not allocated to a project. The committees will evaluate projects and will recommend what projects to complete with those funds. Flanigan also explained two alternatives the Council can consider when it is time to borrow again in 2022. The Council could borrow more funds and have a longer term or could borrow a smaller amount of money and continue with a 4 year term. The Council did not make any decisions regarding the 2022 borrowing at this time. Braun requested some data regarding the impact on taxes if the debt service limit was raised from \$600,000 to \$700,000.

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

Cindy Hegglund/wl
City Clerk-Treasurer
Adopted October 7, 2019

Memo

To: Common Council
From: Staff
Date: 10/4/2019
Re: October 7, 2019 Meeting

Veteran's Building Lease: The tenant in the Veteran's Building, the Edgerton Children's Center has requested the following changes to the lease recently approved by the Council:

- Modification of the termination notice language to better mirror the business operations
- Clarification of Articles XIV and XXII
- Clarification that the lease does not include the use of one (not both) of the closets in the south room.
- Addition of a provision to allow the tenant to terminate the lease with 6 month notice.

Shared Ride Taxi contract: The DOT regulations require the City request proposals for Shared Ride Taxi services every 5 years. In the interim years, the City can extend the current contract with our vendor, Brown Cab. The extension agreement is in your packet.

Addendum to Cedar Contract for West Rollin St design: CDBG regulations require the attached documents are included in contract with our contactors. Since the Council has already approved the contract with Cedar, these documents will amend that contract.

2018 General Fund surplus: The Council passed a policy on January 6, 2014 to consider the transfer of General Fund surplus generated each year to the Capital Projects Fund to be used for either capital equipment purchases or capital projects.

The \$70,617 that is recommended to be transferred this year is the surplus created in 2018 as per the audited financial statements less any newly designated funds plus projects that were completed in 2018 that used previously designated funds.

At this time, the Council should take action if you wish to transfer funds to the Capital Projects Fund. The actual use of these funds will be discussed at budget time. If the Council elects to make the transfer, the projected balance in the capital surplus fund would be \$121,347. Please note that some of the 2019 capital projects being funded with these funds are not yet complete so the actual year end balance is an estimate.

TO: Edgerton Plan Commission

FROM: Ramona Flanigan

MEETING DATE: September 23, 2019

GENERAL DESCRIPTION

Address: Indian Trail and Lake Drive Rd, Dane County, Albion Township, Section 36 (#10309)

Applicant: Dedolph

Parcel Size: 17 acres

Description of Request: 2 lot CSM

STAFF REVIEW COMMENTS

Staff has reviewed the petition for planning issues in accordance with the Edgerton Master Plan and has the following comments:

1. The proposed land division is within the City of Edgerton's extraterritorial zone. Therefore, the City has land division review authority.
2. The proposed land division to reconfigure 2 lots.

STAFF RECOMMENDATION

Staff recommends the Plan Commission recommend the City Council approve the proposed land divisions.

TO: Edgerton Plan Commission

FROM: Ramona Flanigan

MEETING DATE: September 23, 2019

GENERAL DESCRIPTION

Address: Bliven Rd and Academy Dr, Dane County, Albion Township, Section 21 (#10308)

Applicant: Olson

Parcel Size: 0.4 acres-4.5 acres

Description of Request: 4 lot CSM

STAFF REVIEW COMMENTS

Staff has reviewed the petition for planning issues in accordance with the Edgerton Master Plan and has the following comments:

1. The proposed land division is within the City of Edgerton's extraterritorial zone. Therefore, the City has land division review authority.
2. The proposed land division creates 4 lots from 2 lots.

STAFF RECOMMENDATION

Staff recommends the Plan Commission recommend the City Council approve the proposed land divisions.

