

**CITY OF EDGERTON  
FINANCE COMMITTEE MEETING  
EDGERTON CITY HALL, COUNCIL CHAMBERS  
12 ALBION STREET**

Monday, March 16, 2020 at 6:30 p.m.

1. Call to order; Roll call
2. Confirmation of appropriate meeting notice posted on Friday, March 13, 2020
3. Consider Approval of March 2, 2020 minutes.
4. Consider approval of bills and payroll vouchers.
5. Consider approval of licenses.
6. Consider public event packet for Edgerton Community Market at Central Park and request to waive fees.
7. Consider new price for backstop in Racetrack Park.
8. Consider amendment to Housing Administration contract with MSA.
9. Consider amendment to City of Edgerton Resolution 26-19A: 2020 Salary Resolution for part-time cemetery groundskeeper position.
10. Consider City of Edgerton Resolution 04-20: Extending the Life of Tax Incremental District No. 5 to Fund the Edgerton Affordable Housing Improvement Program.
11. Consider pool pump strainer bids.
12. Consider pool chemical controller bids.
13. Consider bids for construction of Marshview Court and pond.
14. Consider listing contract with Best Realty for the Veterans' Building.
15. Finance Director's report.
16. Project updates.
17. 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.

Notice is hereby given that a majority of the Common Council is expected to be present at the above scheduled noticed meeting to gather information about a subject over which they have decision-making responsibility. The only action to be taken at this meeting will be action by the Finance Committee.

**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 Heggland, City Clerk-Treasurer

Adopted March 16, 2020

## Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.GL Account = "10011100"-40857700820",60311000"-80024610"

Invoice Detail.Input Date = 03/13/2020,03/06/2020

Invoice.Batch = "JS","KA","KACC","ACH","KACH","CC"

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
<b>10013100</b>								
490 ch	SECURIAN FINANCIAL GROUP,	APRIL 2020A	APRIL 2020 LIFE INSURANCE	03/13/2020	126.95	.00		
779 ch	WI DEPT OF EMPLOYEE TRUST	APRIL 2020A	APRIL 20 HEALTH INSURANCE	03/13/2020	4,497.20	.00		
Total 10013100:					4,624.15	.00		
<b>10021520</b>								
789 ch	WI RETIREMENT SYSTEM	FEB 2020	FEBRUARY 2020 RETIREMENT	03/13/2020	21,768.13	.00		
Total 10021520:					21,768.13	.00		
<b>10021532</b>								
13 ch	AFLAC	929663	AFLAC MONTHLY PREMIUM	03/13/2020	167.63	.00		
Total 10021532:					167.63	.00		
<b>10023100</b>								
18 ch	TOWN OF ALBION	FEB 2020	FINES COLLECTED-MINUS \$5 PER CITATION	03/13/2020	805.00	.00		
186 ch	DANE CO TREASURER	FEB 2020 COU	JAIL ASSESSMENTS	03/13/2020	90.00	.00		
281 ch	TOWN OF FULTON	FEB 2020	FINES COLLECTED-MINUS \$5 PER CITATION	03/13/2020	85.00	.00		
604 ch	ROCK CO TREASURER	FEB 2020 COU	JAIL ASSESSMENTS, DRIVER IMPROVEMEN	03/13/2020	721.48	.00		
819 ch	STATE OF WI COURT FINES	FEB 2020	COSTS & SURCHARGES COLLECTED	03/13/2020	1,540.50	.00		
4294 c	BELOIT POLICE DEPARTMENT	2020	WARRANT - WAYLON DANIEL	03/13/2020	298.00	298.00	03/03/2020	
5028 c	KIENBAUM, JACOB	3/5/20	RESTITUTION COLLECTED	03/13/2020	200.00	.00		
Total 10023100:					3,739.98	298.00		
<b>10024213</b>								
2631 c	WI DEPT OF REVENUE	FEBRUARY 20	SALES AND USE TAX	03/13/2020	4.95	.00		
Total 10024213:					4.95	.00		
<b>10045130</b>								
3940 c	EDGERTON OUTREACH	NOV 2019-JAN	PARKING FEES DONATION	03/13/2020	637.50	.00		
Total 10045130:					637.50	.00		
<b>10046112</b>								
2631 c	WI DEPT OF REVENUE	FEBRUARY 20	SALES AND USE TAX	03/13/2020	2.88	.00		
Total 10046112:					2.88	.00		
<b>10046213</b>								
2631 c	WI DEPT OF REVENUE	FEBRUARY 20	SALES AND USE TAX	03/13/2020	.15	.00		
Total 10046213:					.15	.00		
<b>10046710</b>								
2631 c	WI DEPT OF REVENUE	FEBRUARY 20	SALES AND USE TAX	03/13/2020	17.67	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 10046710:					17.67	.00		
<b>10051200210</b>								
412 ch	IRMEN, LORI	MARCH 2020	CLERK OF COURT - MARCH 2020	03/13/2020	712.16	.00		
Total 10051200210:					712.16	.00		
<b>10051410154</b>								
779 ch	WI DEPT OF EMPLOYEE TRUST	APRIL 2020A	APRIL 20 HEALTH INSURANCE	03/13/2020	691.22	.00		
Total 10051410154:					691.22	.00		
<b>10051410155</b>								
490 ch	SECURIAN FINANCIAL GROUP,	APRIL 2020A	APRIL 2020 LIFE INSURANCE	03/13/2020	11.48	.00		
Total 10051410155:					11.48	.00		
<b>10051430154</b>								
779 ch	WI DEPT OF EMPLOYEE TRUST	APRIL 2020A	APRIL 20 HEALTH INSURANCE	03/13/2020	1,354.18	.00		
Total 10051430154:					1,354.18	.00		
<b>10051430155</b>								
490 ch	SECURIAN FINANCIAL GROUP,	APRIL 2020A	APRIL 2020 LIFE INSURANCE	03/13/2020	26.96	.00		
Total 10051430155:					26.96	.00		
<b>10051430330</b>								
376 ch	HEGGLUND, CINDY	3/2020	MILEAGE REIMBURSEMENT - CLERK 112 @	03/13/2020	64.40	.00		
Total 10051430330:					64.40	.00		
<b>10051440340</b>								
934 ch	STAPLES CREDIT PLAN	7305689589	DISINFECTING WIPES/SANITIZER - ELECTIO	03/13/2020	9.87	.00		
Total 10051440340:					9.87	.00		
<b>10051510154</b>								
779 ch	WI DEPT OF EMPLOYEE TRUST	APRIL 2020A	APRIL 20 HEALTH INSURANCE	03/13/2020	1,053.25	.00		
779 ch	WI DEPT OF EMPLOYEE TRUST	APRIL 2020A	APRIL 20 HEALTH INSURANCE	03/13/2020	526.62	.00		
Total 10051510154:					1,579.87	.00		
<b>10051510155</b>								
490 ch	SECURIAN FINANCIAL GROUP,	APRIL 2020A	APRIL 2020 LIFE INSURANCE	03/13/2020	2.59	.00		
490 ch	SECURIAN FINANCIAL GROUP,	APRIL 2020A	APRIL 2020 LIFE INSURANCE	03/13/2020	.49	.00		
490 ch	SECURIAN FINANCIAL GROUP,	APRIL 2020A	APRIL 2020 LIFE INSURANCE	03/13/2020	1.29	.00		
Total 10051510155:					4.37	.00		
<b>10051511210</b>								
731 ch	BAKER TILLY VIRCHOW KRAUS	BT1561183A	SERVICES 12/31/19 FINANCIAL STATEMENT	03/13/2020	14,832.30	.00		
Total 10051511210:					14,832.30	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
<b>10051520330</b>								
376 ch	HEGGLUND, CINDY	3/2020	MILEAGE REIMBURSEMENT - TREASURER 2	03/13/2020	13.80	.00		
3994 c	SALVO, JENNY	3/11/20	REIMBURSE - LUNCH FOR HEGGLUND/SALV	03/13/2020	20.65	.00		
Total 10051520330:					34.45	.00		
<b>10051520332</b>								
3994 c	SALVO, JENNY	3/11/20	REIMBURSE - MILEAGE MTAW TRAINING - 1	03/13/2020	79.93	.00		
Total 10051520332:					79.93	.00		
<b>10051600210</b>								
568 ch	PROFESSIONAL PEST CONTRO	451413	PEST CONTROL - CITY HALL	03/13/2020	26.20	.00		
596 ch	ROBINSON'S MARKETING DIV I	25621	CLEANING THROUGH 2/28/20 - CITY HALL	03/13/2020	110.00	.00		
596 ch	ROBINSON'S MARKETING DIV I	25636	CLEANING THROUGH 3/6/20 - CITY HALL	03/13/2020	110.00	.00		
Total 10051600210:					246.20	.00		
<b>10051600221</b>								
21 ch	ALLIANT ENERGY	JAN 20A 47020	4702020 ELECTRIC CHARGES - CITY HALL	03/13/2020	369.33	.00		
Total 10051600221:					369.33	.00		
<b>10051600340</b>								
557 ch	PHOENIX CONSULTING INC	0030903	REPLACE WIRELESS ACCESS POINT - CITY	03/06/2020	622.50	.00		
934 ch	STAPLES CREDIT PLAN	7305653505	CASH REGISTER/PENS - CITY HALL	03/13/2020	31.04	.00		
934 ch	STAPLES CREDIT PLAN	7305689589	FACIAL TISSUE/DISINFECTING WIPES/SANIT	03/13/2020	16.66	.00		
Total 10051600340:					670.20	.00		
<b>10051600510</b>								
4467 c	MUNICIPAL PROPERTY	BUILDINGS/PE	PERSONAL PROPERTY INSURANCE	03/13/2020	2,190.00	.00		
Total 10051600510:					2,190.00	.00		
<b>10051930510</b>								
2209 c	BAER INSURANCE SERVICES L	1221A	CRIME INSURANCE	03/13/2020	210.53	.00		
2209 c	BAER INSURANCE SERVICES L	3620	LIABILITY INSURANCE	03/13/2020	1,173.38	.00		
Total 10051930510:					1,383.91	.00		
<b>10051930511</b>								
2209 c	BAER INSURANCE SERVICES L	3620	WORKER'S COMP INSURANCE	03/13/2020	102.86	.00		
Total 10051930511:					102.86	.00		
<b>10052100154</b>								
779 ch	WI DEPT OF EMPLOYEE TRUST	APRIL 2020A	APRIL 20 HEALTH INSURANCE	03/13/2020	1,382.44	.00		
Total 10052100154:					1,382.44	.00		
<b>10052100155</b>								
490 ch	SECURIAN FINANCIAL GROUP,	APRIL 2020A	APRIL 2020 LIFE INSURANCE	03/13/2020	48.80	.00		
490 ch	SECURIAN FINANCIAL GROUP,	APRIL 2020A	APRIL 2020 LIFE INSURANCE	03/13/2020	4.03	.00		
Total 10052100155:					52.83	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
10052100240								
4674 c	CIT	35022869	PHONE MAINTENANCE - POLICE DEPT	03/13/2020	153.35	.00		
Total 10052100240:					153.35	.00		
<b>10052100510</b>								
2209 c	BAER INSURANCE SERVICES L	1221A	CRIME INSURANCE	03/13/2020	126.32	.00		
2209 c	BAER INSURANCE SERVICES L	3620	LIABILITY INSURANCE	03/13/2020	1,447.29	.00		
Total 10052100510:					1,573.61	.00		
<b>10052100511</b>								
2209 c	BAER INSURANCE SERVICES L	3620	WORKER'S COMP INSURANCE	03/13/2020	184.18	.00		
2209 c	BAER INSURANCE SERVICES L	3620	WORKER'S COMP INSURANCE	03/13/2020	25.71	.00		
Total 10052100511:					209.89	.00		
<b>10052100810</b>								
557 ch	PHOENIX CONSULTING INC	0011306	(2) COMPUTER DESKS - POLICE DEPT	03/06/2020	2,000.00	.00		
Total 10052100810:					2,000.00	.00		
<b>10052120154</b>								
779 ch	WI DEPT OF EMPLOYEE TRUST	APRIL 2020A	APRIL 20 HEALTH INSURANCE	03/13/2020	8,489.89	.00		
Total 10052120154:					8,489.89	.00		
<b>10052120155</b>								
490 ch	SECURIAN FINANCIAL GROUP,	APRIL 2020A	APRIL 2020 LIFE INSURANCE	03/13/2020	90.47	.00		
Total 10052120155:					90.47	.00		
<b>10052120340</b>								
2433 c	AMAZON.COM LLC	6634612	EXTERNAL HARD DRIVE - POLICE DEPT	03/06/2020	142.10	.00		
Total 10052120340:					142.10	.00		
<b>10052120380</b>								
3175 c	MOTOR PARTS & EXHAUST LLC	1-306760	LIGHT BULB - SQUAD #88	03/06/2020	19.98	.00		
866 ch	STEVE'S 51 REPAIR	15356	OIL CHANGE - SQUAD #88	03/13/2020	43.00	.00		
866 ch	STEVE'S 51 REPAIR	15357	OIL CHANGE - SQUAD #88	03/13/2020	43.00	.00		
866 ch	STEVE'S 51 REPAIR	15394	REPLACE COOLANT/THERMOSTAT - SQUAD	03/13/2020	328.00	.00		
866 ch	STEVE'S 51 REPAIR	15412	OIL CHANGE - SQUAD #85	03/13/2020	43.00	.00		
Total 10052120380:					476.98	.00		
<b>10052120385</b>								
923 ch	KWIK TRIP	FEB 2020	FEB 2020 FUEL CHARGES - POLICE DEPT	03/06/2020	1,290.70	.00		
Total 10052120385:					1,290.70	.00		
<b>10052120510</b>								
2209 c	BAER INSURANCE SERVICES L	1221A	CRIME INSURANCE	03/13/2020	378.95	.00		
2209 c	BAER INSURANCE SERVICES L	3620	LIABILITY INSURANCE	03/13/2020	2,271.19	.00		
Total 10052120510:					2,650.14	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
<b>10052120511</b>								
2209 c	BAER INSURANCE SERVICES L	3620	WORKER'S COMP INSURANCE	03/13/2020	3,499.50	.00		
Total 10052120511:					3,499.50	.00		
<b>10052120514</b>								
2209 c	BAER INSURANCE SERVICES L	3620	AUTO LIABILITY INSURANCE	03/13/2020	820.06	.00		
Total 10052120514:					820.06	.00		
<b>10052140330</b>								
5026 c	SULLIVAN, CHAD	3/11/20	SPANISH TRAINING - POLICE DEPT	03/13/2020	150.00	.00		
Total 10052140330:					150.00	.00		
<b>10052150210</b>								
568 ch	PROFESSIONAL PEST CONTRO	451413	PEST CONTROL - POLICE STATION	03/13/2020	21.20	.00		
596 ch	ROBINSON'S MARKETING DIV I	25621	CLEANING THROUGH 2/28/20 - POLICE STAT	03/13/2020	119.00	.00		
596 ch	ROBINSON'S MARKETING DIV I	25636	CLEANING THROUGH 3/6/20 - POLICE STATI	03/13/2020	119.00	.00		
Total 10052150210:					259.20	.00		
<b>10052150221</b>								
21 ch	ALLIANT ENERGY	JAN 20A 53589	535891 ELECTRIC CHARGES	03/13/2020	343.94	.00		
Total 10052150221:					343.94	.00		
<b>10052150224</b>								
21 ch	ALLIANT ENERGY	JAN 201 93902	939021 GAS CHARGES	03/13/2020	104.50	.00		
Total 10052150224:					104.50	.00		
<b>10052150340</b>								
1015 c	ABENDROTH WATER COND INC	FEB 2020	WATER - POLICE DEPARTMENT	03/13/2020	26.00	.00		
Total 10052150340:					26.00	.00		
<b>10052150510</b>								
4467 c	MUNICIPAL PROPERTY	BUILDINGS/PE	PERSONAL PROPERTY INSURANCE	03/13/2020	1,055.00	.00		
Total 10052150510:					1,055.00	.00		
<b>10052160510</b>								
2209 c	BAER INSURANCE SERVICES L	3620	LIABILITY INSURANCE	03/13/2020	230.08	.00		
Total 10052160510:					230.08	.00		
<b>10052160511</b>								
2209 c	BAER INSURANCE SERVICES L	3620	WORKER'S COMP INSURANCE	03/13/2020	267.43	.00		
Total 10052160511:					267.43	.00		
<b>10053100154</b>								
779 ch	WI DEPT OF EMPLOYEE TRUST	APRIL 2020A	APRIL 20 HEALTH INSURANCE	03/13/2020	1,504.64	.00		
779 ch	WI DEPT OF EMPLOYEE TRUST	APRIL 2020A	APRIL 20 HEALTH INSURANCE	03/13/2020	978.02	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 10053100154:					2,482.66	.00		
<b>10053100155</b>								
490 ch	SECURIAN FINANCIAL GROUP,	APRIL 2020A	APRIL 2020 LIFE INSURANCE	03/13/2020	11.23	.00		
490 ch	SECURIAN FINANCIAL GROUP,	APRIL 2020A	APRIL 2020 LIFE INSURANCE	03/13/2020	2.40	.00		
Total 10053100155:					13.63	.00		
<b>10053100210</b>								
3883 c	ABSOLUTE MOBILE TESTING L	120-391	DRUG AND ALCOHOL TESTING - DPW	03/13/2020	155.00	.00		
Total 10053100210:					155.00	.00		
<b>10053100320</b>								
5025 c	WISCONSIN URBAN WOOD	2020	MEMBERSHIP - MOSER	03/13/2020	100.00	.00		
Total 10053100320:					100.00	.00		
<b>10053100340</b>								
514 ch	NELSON-YOUNG LUMBER CO	FEB 2020	MAILBOX REPLACEMENT	03/13/2020	4.33	.00		
Total 10053100340:					4.33	.00		
<b>10053100510</b>								
2209 c	BAER INSURANCE SERVICES L	1221A	CRIME INSURANCE	03/13/2020	84.21	.00		
2209 c	BAER INSURANCE SERVICES L	3620	LIABILITY INSURANCE	03/13/2020	253.08	.00		
Total 10053100510:					337.29	.00		
<b>10053100511</b>								
2209 c	BAER INSURANCE SERVICES L	3620	WORKER'S COMP INSURANCE	03/13/2020	25.71	.00		
Total 10053100511:					25.71	.00		
<b>10053230154</b>								
779 ch	WI DEPT OF EMPLOYEE TRUST	APRIL 2020A	APRIL 20 HEALTH INSURANCE	03/13/2020	6,510.85	.00		
Total 10053230154:					6,510.85	.00		
<b>10053230155</b>								
490 ch	SECURIAN FINANCIAL GROUP,	APRIL 2020A	APRIL 2020 LIFE INSURANCE	03/13/2020	72.20	.00		
Total 10053230155:					72.20	.00		
<b>10053230210</b>								
568 ch	PROFESSIONAL PEST CONTRO	451413	PEST CONTROL - MUNI GARAGE	03/13/2020	21.20	.00		
Total 10053230210:					21.20	.00		
<b>10053230221</b>								
21 ch	ALLIANT ENERGY	JAN 20 129372	129372 ELECTRIC CHARGES	03/13/2020	752.18	.00		
21 ch	ALLIANT ENERGY	JAN 20 370054	370054 ELECTRIC CHARGES	03/13/2020	214.01	.00		
Total 10053230221:					966.19	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
<b>10053230224</b>								
21 ch	ALLIANT ENERGY	JAN 20 129372	129372 GAS CHARGES	03/13/2020	1,159.99	.00		
21 ch	ALLIANT ENERGY	JAN 20 370054	370054 GAS CHARGES	03/13/2020	365.19	.00		
Total 10053230224:					1,525.18	.00		
<b>10053230225</b>								
3534 c	CHARTER COMMUNICATIONS	000011503012	DPW INTERNET	03/13/2020	32.49	.00		
4659 c	CENTURYLINK	1487311518	LONG DISTANCE CHARGES	03/13/2020	.31	.00		
4659 c	CENTURYLINK	1487311518	LONG DISTANCE CHARGES	03/13/2020	.07	.00		
Total 10053230225:					32.87	.00		
<b>10053230340</b>								
14 ch	AIRGAS NORTH CENTRAL	8096782540	WELDING HELMET/GAS - MUNI GARAGE	03/06/2020	304.69	.00		
14 ch	AIRGAS NORTH CENTRAL	8096864938	WIRE FOR MUNI GARAGE	03/06/2020	171.09	.00		
3175 c	MOTOR PARTS & EXHAUST LLC	1-306661	GENERAL PURPOSE CLEANER/BRAKE CLE	03/13/2020	38.25	.00		
3583 c	ASLESON'S HARDWARE INC	B772107	MISC FASTENERS - MUNI GARAGE	03/13/2020	26.89	.00		
Total 10053230340:					540.92	.00		
<b>10053230510</b>								
2209 c	BAER INSURANCE SERVICES L	1221A	CRIME INSURANCE	03/13/2020	29.47	.00		
2209 c	BAER INSURANCE SERVICES L	3620	LIABILITY INSURANCE	03/13/2020	253.08	.00		
4467 c	MUNICIPAL PROPERTY	BUILDINGS/PE	PERSONAL PROPERTY INSURANCE	03/13/2020	972.00	.00		
4467 c	MUNICIPAL PROPERTY	BUILDINGS/PE	PERSONAL PROPERTY INSURANCE	03/13/2020	969.00	.00		
Total 10053230510:					2,223.55	.00		
<b>10053230511</b>								
2209 c	BAER INSURANCE SERVICES L	3620	WORKER'S COMP INSURANCE	03/13/2020	534.85	.00		
Total 10053230511:					534.85	.00		
<b>10053240510</b>								
2209 c	BAER INSURANCE SERVICES L	1221A	CRIME INSURANCE	03/13/2020	29.47	.00		
2209 c	BAER INSURANCE SERVICES L	3620	LIABILITY INSURANCE	03/13/2020	506.17	.00		
Total 10053240510:					535.64	.00		
<b>10053240511</b>								
2209 c	BAER INSURANCE SERVICES L	3620	WORKER'S COMP INSURANCE	03/13/2020	534.85	.00		
Total 10053240511:					534.85	.00		
<b>10053310385</b>								
3404 c	BURNS FULL SERVICE LLC	FEB 2020A	FEB 2020 GAS/DIESEL CHARGES - STREETS	03/13/2020	1,302.76	.00		
Total 10053310385:					1,302.76	.00		
<b>10053310390</b>								
541 ch	OUTPATIENT ENTRANCE GRAP	3/6/20	FIREWOOD SIGN - MUNI GARAGE	03/13/2020	280.00	.00		
3197 c	ROCK CO LAND CONSERVATIO	2020	COOK'S BALSAM FIR - QTY 50	03/13/2020	50.00	50.00	03/12/2020	
Total 10053310390:					330.00	50.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
<b>10053310510</b>								
2209 c	BAER INSURANCE SERVICES L	1221A	CRIME INSURANCE	03/13/2020	29.47	.00		
2209 c	BAER INSURANCE SERVICES L	3620	LIABILITY INSURANCE	03/13/2020	506.17	.00		
Total 10053310510:					535.64	.00		
<b>10053310511</b>								
2209 c	BAER INSURANCE SERVICES L	3620	WORKER'S COMP INSURANCE	03/13/2020	1,604.55	.00		
Total 10053310511:					1,604.55	.00		
<b>10053310514</b>								
2209 c	BAER INSURANCE SERVICES L	3620	AUTO LIABILITY INSURANCE	03/13/2020	1,722.10	.00		
Total 10053310514:					1,722.10	.00		
<b>10053318385</b>								
3404 c	BURNS FULL SERVICE LLC	FEB 2020A	FEB 2020 GAS/DIESEL CHARGES - SNOW/IC	03/13/2020	1,076.29	.00		
Total 10053318385:					1,076.29	.00		
<b>10053318510</b>								
2209 c	BAER INSURANCE SERVICES L	1221A	CRIME INSURANCE	03/13/2020	29.47	.00		
2209 c	BAER INSURANCE SERVICES L	3620	LIABILITY INSURANCE	03/13/2020	506.17	.00		
4467 c	MUNICIPAL PROPERTY	BUILDINGS/PE	PERSONAL PROPERTY INSURANCE	03/13/2020	32.00	.00		
Total 10053318510:					567.64	.00		
<b>10053318511</b>								
2209 c	BAER INSURANCE SERVICES L	3620	WORKER'S COMP INSURANCE	03/13/2020	267.43	.00		
Total 10053318511:					267.43	.00		
<b>10053400221</b>								
21 ch	ALLIANT ENERGY	JAN 20A 86206	862065 ELECTRIC CHARGES	03/13/2020	57.34	.00		
21 ch	ALLIANT ENERGY	JAN 20A 93096	930961 ELECTRIC CHARGES	03/13/2020	8.51	.00		
Total 10053400221:					65.85	.00		
<b>10053400510</b>								
2209 c	BAER INSURANCE SERVICES L	1221A	CRIME INSURANCE	03/13/2020	29.47	.00		
2209 c	BAER INSURANCE SERVICES L	3620	LIABILITY INSURANCE	03/13/2020	253.08	.00		
4467 c	MUNICIPAL PROPERTY	BUILDINGS/PE	PERSONAL PROPERTY INSURANCE	03/13/2020	40.00	.00		
Total 10053400510:					322.55	.00		
<b>10053400511</b>								
2209 c	BAER INSURANCE SERVICES L	3620	WORKER'S COMP INSURANCE	03/13/2020	267.43	.00		
Total 10053400511:					267.43	.00		
<b>10053420221</b>								
21 ch	ALLIANT ENERGY	JAN 20 760421	760421 ELECTRIC CHARGES	03/13/2020	19.45	.00		
21 ch	ALLIANT ENERGY	JAN 20A 10670	106703 ELECTRIC CHARGES	03/13/2020	43.75	.00		
21 ch	ALLIANT ENERGY	JAN 20A 19259	192591 ELECTRIC CHARGES	03/13/2020	7.48	.00		
21 ch	ALLIANT ENERGY	JAN 20A 20990	209901 ELECTRIC CHARGES	03/13/2020	198.97	.00		
21 ch	ALLIANT ENERGY	JAN 20A 27883	278834 ELECTRIC CHARGES	03/13/2020	27.39	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
21 ch	ALLIANT ENERGY	JAN 20A 44088	440880 ELECTRIC CHARGES	03/13/2020	60.17	.00		
21 ch	ALLIANT ENERGY	JAN 20A 47020	470202 ELECTRIC CHARGES - STREET LIGH	03/13/2020	79.04	.00		
21 ch	ALLIANT ENERGY	JAN 20A 52473	524734 ELECTRIC CHARGES	03/13/2020	18.00	.00		
21 ch	ALLIANT ENERGY	JAN 20A 55521	555211 ELECTRIC CHARGES	03/13/2020	21.64	.00		
600 ch	ROCK ENERGY COOPERATIVE	FEB 20 910370	91037001 STREET LIGHT CHARGE	03/13/2020	76.26	.00		
600 ch	ROCK ENERGY COOPERATIVE	FEB 20 912370	91237000 STREET LIGHT CHARGE	03/13/2020	10.56	.00		
600 ch	ROCK ENERGY COOPERATIVE	FEB 20 912380	91238000 STREET LIGHT CHARGE	03/13/2020	10.56	.00		
600 ch	ROCK ENERGY COOPERATIVE	FEB 20 912400	91240000 STREET LIGHT CHARGE	03/13/2020	10.56	.00		
Total 10053420221:					583.83	.00		
<b>10053430510</b>								
2209 c	BAER INSURANCE SERVICES L	3620	LIABILITY INSURANCE	03/13/2020	253.08	.00		
Total 10053430510:					253.08	.00		
<b>10054910221</b>								
21 ch	ALLIANT ENERGY	JAN 20 177564	177564 ELECTRIC CHARGES	03/13/2020	43.15	.00		
Total 10054910221:					43.15	.00		
<b>10054910340</b>								
514 ch	NELSON-YOUNG LUMBER CO	FEB 2020	WOOD - TRUCK #12	03/13/2020	16.67	.00		
Total 10054910340:					16.67	.00		
<b>10054910385</b>								
3404 c	BURNS FULL SERVICE LLC	FEB 2020A	FEB 2020 GAS/DIESEL CHARGES - CEMETE	03/13/2020	140.21	.00		
Total 10054910385:					140.21	.00		
<b>10054910510</b>								
2209 c	BAER INSURANCE SERVICES L	1221A	CRIME INSURANCE	03/13/2020	29.47	.00		
2209 c	BAER INSURANCE SERVICES L	3620	LIABILITY INSURANCE	03/13/2020	253.08	.00		
4467 c	MUNICIPAL PROPERTY	BUILDINGS/PE	PERSONAL PROPERTY INSURANCE	03/13/2020	241.00	.00		
Total 10054910510:					523.55	.00		
<b>10054910511</b>								
2209 c	BAER INSURANCE SERVICES L	3620	WORKER'S COMP INSURANCE	03/13/2020	267.43	.00		
Total 10054910511:					267.43	.00		
<b>10054910514</b>								
2209 c	BAER INSURANCE SERVICES L	3620	AUTO LIABILITY INSURANCE	03/13/2020	246.01	.00		
Total 10054910514:					246.01	.00		
<b>10055110154</b>								
779 ch	WI DEPT OF EMPLOYEE TRUST	APRIL 2020A	APRIL 20 HEALTH INSURANCE	03/13/2020	3,002.34	.00		
Total 10055110154:					3,002.34	.00		
<b>10055110155</b>								
490 ch	SECURIAN FINANCIAL GROUP,	APRIL 2020A	APRIL 2020 LIFE INSURANCE	03/13/2020	40.96	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 10055110155:					40.96	.00		
<b>10055110210</b>								
596 ch	ROBINSON'S MARKETING DIV I	25535	CLEANING THROUGH 1/31/20 - LIBRARY	03/06/2020	278.50	.00		
596 ch	ROBINSON'S MARKETING DIV I	25554	CLEANING THROUGH 2/7/20 - LIBRARY	03/06/2020	278.50	.00		
596 ch	ROBINSON'S MARKETING DIV I	25571	CLEANING THROUGH 2/14/20 - LIBRARY	03/06/2020	278.50	.00		
596 ch	ROBINSON'S MARKETING DIV I	25591	CLEANING THROUGH 2/21/20 - LIBRARY	03/06/2020	278.50	.00		
3997 c	UNIQUE MANAGEMENT SERVI	590498	01-20 PLACEMENTS	03/06/2020	26.85	.00		
568 ch	PROFESSIONAL PEST CONTRO	451413	PEST CONTROL - LIBRARY	03/13/2020	25.20	.00		
3883 c	ABSOLUTE MOBILE TESTING L	120-391	PRE-EMPLOYMENT TESTING - LIBRARY	03/13/2020	77.50	.00		
Total 10055110210:					1,243.55	.00		
<b>10055110221</b>								
21 ch	ALLIANT ENERGY	JAN 20 827226	827226 ELECTRIC CHARGES	03/06/2020	931.13	.00		
Total 10055110221:					931.13	.00		
<b>10055110224</b>								
21 ch	ALLIANT ENERGY	JAN 20 827226	827226 GAS CHARGES	03/06/2020	617.66	.00		
Total 10055110224:					617.66	.00		
<b>10055110225</b>								
3534 c	CHARTER COMMUNICATIONS	005990502062	LIBRARY INTERNET/PHONE CHARGES	03/06/2020	283.33	.00		
Total 10055110225:					283.33	.00		
<b>10055110240</b>								
3087 c	KONE INC	959474707	MAINTENANCE COVERAGE 02/01/2020-04/30	03/06/2020	214.14	.00		
4883 c	JOHNSON CONTROLS	21401605	MAINTENANCE-FIRE PANEL	03/06/2020	561.89	.00		
Total 10055110240:					776.03	.00		
<b>10055110310</b>								
2433 c	AMAZON.COM LLC	1301821	LAMINATING POUCHES	03/06/2020	41.98	.00		
2433 c	AMAZON.COM LLC	3807447	ENVELOPES - LIBRARY	03/06/2020	31.95	.00		
Total 10055110310:					73.93	.00		
<b>10055110311</b>								
230 ch	EDGERTON POSTMASTER	2/18/20	STAMPS - LIBRARY	03/06/2020	55.00	.00		
Total 10055110311:					55.00	.00		
<b>10055110320</b>								
231 ch	EDGERTON REPORTER CO INC	8196	CROSSING GUARD SPONSOR	03/06/2020	14.50	.00		
231 ch	EDGERTON REPORTER CO INC	8556	SCHOOL BUS DRIVER AD - LIBRARY	03/06/2020	14.50	.00		
Total 10055110320:					29.00	.00		
<b>10055110321</b>								
70 ch	BAKER & TAYLOR INC	2035088250	BOOKS	03/06/2020	50.34	.00		
70 ch	BAKER & TAYLOR INC	2035102447	BOOKS	03/06/2020	264.20	.00		
70 ch	BAKER & TAYLOR INC	2035116946	BOOKS	03/06/2020	94.78	.00		
70 ch	BAKER & TAYLOR INC	2035131503	BOOKS	03/06/2020	104.62	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
2078 c	TASTE OF HOME BOOKS	1064	QUICK COOKING ANNUAL RECIPES	03/06/2020	34.98	.00		
2433 c	AMAZON.COM LLC	1301821	BOOKS	03/06/2020	87.36	.00		
2433 c	AMAZON.COM LLC	2/6/20	BOOK - LIBRARY	03/06/2020	29.48	.00		
2710 c	SOUTHERN WISCONSIN NEWS	2112695	BOOKS	03/06/2020	113.10	.00		
Total 10055110321:					778.86	.00		
<b>10055110324</b>								
70 ch	BAKER & TAYLOR INC	2035102447	DVDS	03/06/2020	19.25	.00		
70 ch	BAKER & TAYLOR INC	2035131503	DVDS	03/06/2020	32.99	.00		
2180 c	MICROMARKETING LLC	795639	UNCD	03/06/2020	45.00	.00		
2180 c	MICROMARKETING LLC	796797	UNCD	03/06/2020	34.99	.00		
2433 c	AMAZON.COM LLC	1965808	DVDS	03/06/2020	90.36	.00		
2433 c	AMAZON.COM LLC	8097807	DVDS	03/06/2020	7.53	.00		
2504 c	MIDWEST TAPE LLC	98568070	DVD	03/06/2020	18.74	.00		
2504 c	MIDWEST TAPE LLC	98568071	DVDS	03/06/2020	40.48	.00		
2504 c	MIDWEST TAPE LLC	98596369	DVD	03/06/2020	26.24	.00		
2504 c	MIDWEST TAPE LLC	98596900	DVD	03/06/2020	11.24	.00		
2504 c	MIDWEST TAPE LLC	98596901	DVD	03/06/2020	26.24	.00		
2504 c	MIDWEST TAPE LLC	98596903	DVDS	03/06/2020	41.98	.00		
2504 c	MIDWEST TAPE LLC	98630575	DVD	03/06/2020	29.99	.00		
2504 c	MIDWEST TAPE LLC	98630577	DVD	03/06/2020	29.99	.00		
Total 10055110324:					455.02	.00		
<b>10055110340</b>								
195 ch	DEMCO INC	6771212	LABEL PROTECTORS	03/06/2020	109.73	.00		
195 ch	DEMCO INC	6774827	LABELS/PROTECTORS	03/06/2020	110.43	.00		
5022 c	GIGSALAD	12/30/19	APPLE ANNIE - SUMMER READING PROGRA	03/06/2020	162.00	.00		
5023 c	PHONES PLUS COMMUNICATIO	41505	PHONE SYSTEM WITH SIX PHONES	03/06/2020	1,934.10	.00		
5027 c	ONCE UPON A BLOSSOM	2020	FLORAL ARRANGEMENT - TIMOTHY ROENN	03/13/2020	41.66	.00		
Total 10055110340:					2,357.92	.00		
<b>10055110510</b>								
2209 c	BAER INSURANCE SERVICES L	1221A	CRIME INSURANCE	03/13/2020	168.42	.00		
2209 c	BAER INSURANCE SERVICES L	3620	LIABILITY INSURANCE	03/13/2020	207.06	.00		
4467 c	MUNICIPAL PROPERTY	BUILDINGS/PE	PERSONAL PROPERTY INSURANCE	03/13/2020	6,867.00	.00		
Total 10055110510:					7,242.48	.00		
<b>10055110511</b>								
2209 c	BAER INSURANCE SERVICES L	3620	WORKER'S COMP INSURANCE	03/13/2020	66.98	.00		
Total 10055110511:					66.98	.00		
<b>10055140510</b>								
2209 c	BAER INSURANCE SERVICES L	1221A	CRIME INSURANCE	03/13/2020	29.47	.00		
2209 c	BAER INSURANCE SERVICES L	3620	LIABILITY INSURANCE	03/13/2020	253.08	.00		
4467 c	MUNICIPAL PROPERTY	BUILDINGS/PE	PERSONAL PROPERTY INSURANCE	03/13/2020	970.00	.00		
Total 10055140510:					1,252.55	.00		
<b>10055142790</b>								
2151 c	BROWN CAB SERVICE INC	1828	FEB 2020 SHARED RIDE TAXI	03/06/2020	4,596.76	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 10055142790:					4,596.76	.00		
<b>10055150210</b>								
568 ch	PROFESSIONAL PEST CONTRO	451414	PEST CONTROL - DEPOT	03/13/2020	40.00	.00		
Total 10055150210:					40.00	.00		
<b>10055150510</b>								
4467 c	MUNICIPAL PROPERTY	BUILDINGS/PE	PERSONAL PROPERTY INSURANCE	03/13/2020	294.00	.00		
Total 10055150510:					294.00	.00		
<b>10055200221</b>								
21 ch	ALLIANT ENERGY	JAN 20 793712	793712 ELECTRIC CHARGES	03/13/2020	16.12	.00		
21 ch	ALLIANT ENERGY	JAN 20 921359	9213591995 ELECTRIC CHARGES	03/13/2020	18.68	.00		
21 ch	ALLIANT ENERGY	JAN 20A 06930	069305 ELECTRIC CHARGES	03/13/2020	477.17	.00		
21 ch	ALLIANT ENERGY	JAN 20A 07849	078495 ELECTRIC CHARGES	03/13/2020	79.11	.00		
21 ch	ALLIANT ENERGY	JAN 20A 41346	413465 ELECTRIC CHARGES	03/13/2020	22.21	.00		
21 ch	ALLIANT ENERGY	JAN 20A 56315	563154 ELECTRIC CHARGES	03/13/2020	119.96	.00		
21 ch	ALLIANT ENERGY	JAN 20A 64653	646535 ELECTRIC CHARGES	03/13/2020	76.95	.00		
Total 10055200221:					810.20	.00		
<b>10055200340</b>								
514 ch	NELSON-YOUNG LUMBER CO	FEB 2020	WOOD - PARKS TABLES	03/13/2020	73.33	.00		
3404 c	BURNS FULL SERVICE LLC	FEB 2020A	SAW REPAIR/BAR CHAIN OIL - PARKS	03/13/2020	116.70	.00		
Total 10055200340:					190.03	.00		
<b>10055200510</b>								
2209 c	BAER INSURANCE SERVICES L	1221A	CRIME INSURANCE	03/13/2020	58.96	.00		
2209 c	BAER INSURANCE SERVICES L	3620	LIABILITY INSURANCE	03/13/2020	1,012.33	.00		
4467 c	MUNICIPAL PROPERTY	BUILDINGS/PE	PERSONAL PROPERTY INSURANCE	03/13/2020	2,966.00	.00		
Total 10055200510:					4,037.29	.00		
<b>10055200511</b>								
2209 c	BAER INSURANCE SERVICES L	3620	WORKER'S COMP INSURANCE	03/13/2020	561.59	.00		
Total 10055200511:					561.59	.00		
<b>10055200514</b>								
2209 c	BAER INSURANCE SERVICES L	3620	AUTO LIABILITY INSURANCE	03/13/2020	246.01	.00		
Total 10055200514:					246.01	.00		
<b>10055415511</b>								
2209 c	BAER INSURANCE SERVICES L	3620	WORKER'S COMP INSURANCE	03/13/2020	160.46	.00		
Total 10055415511:					160.46	.00		
<b>10055420210</b>								
568 ch	PROFESSIONAL PEST CONTRO	451413	PEST CONTROL - POOL	03/13/2020	21.20	.00		
Total 10055420210:					21.20	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
<b>10055420221</b>								
21 ch	ALLIANT ENERGY	JAN 20 354961	354961 ELECTRIC CHARGES	03/13/2020	344.52	.00		
21 ch	ALLIANT ENERGY	JAN 20A 12422	124223 GAS CHARGES	03/13/2020	16.08	.00		
Total 10055420221:					360.60	.00		
<b>10055420224</b>								
21 ch	ALLIANT ENERGY	JAN 20 354961	354961 GAS CHARGES	03/13/2020	72.59	.00		
Total 10055420224:					72.59	.00		
<b>10055420225</b>								
4659 c	CENTURYLINK	1487311518	LONG DISTANCE CHARGES	03/13/2020	.07	.00		
Total 10055420225:					.07	.00		
<b>10055420510</b>								
2209 c	BAER INSURANCE SERVICES L	1221A	CRIME INSURANCE	03/13/2020	42.11	.00		
2209 c	BAER INSURANCE SERVICES L	3620	LIABILITY INSURANCE	03/13/2020	759.25	.00		
4467 c	MUNICIPAL PROPERTY	BUILDINGS/PE	PERSONAL PROPERTY INSURANCE	03/13/2020	4,400.00	.00		
Total 10055420510:					5,201.36	.00		
<b>10055420511</b>								
2209 c	BAER INSURANCE SERVICES L	3620	WORKER'S COMP INSURANCE	03/13/2020	561.59	.00		
Total 10055420511:					561.59	.00		
<b>10056300154</b>								
779 ch	WI DEPT OF EMPLOYEE TRUST	APRIL 2020A	APRIL 20 HEALTH INSURANCE	03/13/2020	414.73	.00		
Total 10056300154:					414.73	.00		
<b>10056300155</b>								
490 ch	SECURIAN FINANCIAL GROUP,	APRIL 2020A	APRIL 2020 LIFE INSURANCE	03/13/2020	6.89	.00		
Total 10056300155:					6.89	.00		
<b>20653630297</b>								
4457 c	WASTE MANAGEMENT OF WI-M	5769057-2766-	FEB 2020 GARBAGE/RECYCLING FEE	03/13/2020	21,013.20	.00		
Total 20653630297:					21,013.20	.00		
<b>20653630510</b>								
2209 c	BAER INSURANCE SERVICES L	1221A	CRIME INSURANCE	03/13/2020	29.47	.00		
2209 c	BAER INSURANCE SERVICES L	3620	LIABILITY INSURANCE	03/13/2020	253.08	.00		
Total 20653630510:					282.55	.00		
<b>20653630511</b>								
2209 c	BAER INSURANCE SERVICES L	3620	WORKER'S COMP INSURANCE	03/13/2020	320.91	.00		
Total 20653630511:					320.91	.00		
<b>20653630514</b>								
2209 c	BAER INSURANCE SERVICES L	3620	AUTO LIABILITY INSURANCE	03/13/2020	246.01	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 20653630514:					246.01	.00		
<b>20653630810</b>								
5029 c	WISCONSIN SURPLUS	3/10/20	LEAF VACUUM TRAILER	03/13/2020	1,351.25	.00		
Total 20653630810:					1,351.25	.00		
<b>40057140820</b>								
3690 c	CEDAR CORPORATION	102643	LIBRARY HVAC	03/13/2020	832.93	.00		
Total 40057140820:					832.93	.00		
<b>40057330820</b>								
3690 c	CEDAR CORPORATION	102644	SWEENEY ROAD CONSTRUCTION	03/13/2020	1,209.00	.00		
Total 40057330820:					1,209.00	.00		
<b>40057332820</b>								
3690 c	CEDAR CORPORATION	102642	SOUTH MAIN ST IMPROVEMENTS	03/13/2020	550.00	.00		
3690 c	CEDAR CORPORATION	102645	SOUTH MAIN ST - DOT COORDINATION/PLA	03/13/2020	4,381.64	.00		
Total 40057332820:					4,931.64	.00		
<b>40057334820</b>								
3690 c	CEDAR CORPORATION	102646	ROLLIN ST RECONSTRUCTION	03/13/2020	8,635.95	.00		
Total 40057334820:					8,635.95	.00		
<b>40057437820</b>								
4449 c	CHRISTMAS DONE BRIGHT	SO-072850	HOLIDAY DECORATIONS - JOAN STOCKWEL	03/13/2020	769.70	.00		
Total 40057437820:					769.70	.00		
<b>40557120820</b>								
731 ch	BAKER TILLY VIRCHOW KRAUS	BT1561183A	SERVICES 12/31/19 FINANCIAL STATEMENT	03/13/2020	1,059.45	.00		
2631 c	WI DEPT OF REVENUE	2020	TIF ANNUAL MAINTENANCE FEE	03/13/2020	150.00	.00		
Total 40557120820:					1,209.45	.00		
<b>40657120820</b>								
731 ch	BAKER TILLY VIRCHOW KRAUS	BT1561183A	SERVICES 12/31/19 FINANCIAL STATEMENT	03/13/2020	2,118.90	.00		
2631 c	WI DEPT OF REVENUE	2020	TIF ANNUAL MAINTENANCE FEE	03/13/2020	150.00	.00		
Total 40657120820:					2,268.90	.00		
<b>40657726820</b>								
731 ch	BAKER TILLY VIRCHOW KRAUS	BT1561183A	SERVICES 12/31/19 WEDC EXAMINATION	03/13/2020	1,576.00	.00		
Total 40657726820:					1,576.00	.00		
<b>40757120820</b>								
731 ch	BAKER TILLY VIRCHOW KRAUS	BT1561183A	SERVICES 12/31/19 FINANCIAL STATEMENT	03/13/2020	2,118.90	.00		
2631 c	WI DEPT OF REVENUE	2020	TIF ANNUAL MAINTENANCE FEE	03/13/2020	150.00	.00		
Total 40757120820:					2,268.90	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
<b>40857120820</b>								
731 ch	BAKER TILLY VIRCHOW KRAUS	BT1561183A	SERVICES 12/31/19 FINANCIAL STATEMENT	03/13/2020	1,059.45	.00		
2631 c	WI DEPT OF REVENUE	2020	TIF ANNUAL MAINTENANCE FEE	03/13/2020	150.00	.00		
Total 40857120820:					1,209.45	.00		
<b>40857330820</b>								
3690 c	CEDAR CORPORATION	102648	WESTSIDE INDUSTRIAL STREET EXTENSIO	03/13/2020	15,207.48	.00		
Total 40857330820:					15,207.48	.00		
<b>60380652340</b>								
3175 c	MOTOR PARTS & EXHAUST LLC	1-306588	AIR/OIL FILTER - SWEEPER	03/13/2020	58.48	.00		
Total 60380652340:					58.48	.00		
<b>80024500</b>								
224 ch	EDGERTON FIRE PROT DIST	FEB 2020 TAX	FEBRUARY 2019 TAX SETTLEMENT - DANE	03/13/2020	2,535.36	.00		
224 ch	EDGERTON FIRE PROT DIST	FEB 2020 TAX	FEBRUARY 2019 TAX SETTLEMENT - ROCK	03/13/2020	105,792.88	.00		
Total 80024500:					108,328.24	.00		
Grand Totals:					315,850.08	348.00		

Total General Fund Vouchers: \$315,850.08

Total Payroll Check Date 3/13/20: \$69,874.93

GRAND TOTAL OF GENERAL FUND: \$385,725.01

Finance Committee Members Signatures of Approval:

\_\_\_\_\_  
DAVID ESAU

\_\_\_\_\_  
CANDY DAVIS

\_\_\_\_\_  
SARAH BRAUN

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.GL Account = "10011100"-"40857700820","60311000"-"80024610"

Invoice Detail.Input Date = 03/13/2020,03/06/2020

Invoice.Batch = "JS","KA","KACC","ACH","KACH","CC"

# Memo

**To:** Common Council  
**From:** Staff  
**Date:** 3/13/2020  
**Re:** March 16, 2020 Meeting

---

**Backstop purchase:** Council approved the purchase of the new backstop for the Gregory field from Memphis Net & Twine for \$2,935.64 at the previous meeting. When staff proceeded to place the order, the cost of the backstop had gone up to \$3,264.00. Staff contacted the other two vendors for revised quotes and Sports Facilities Group is now the low bidder \$3,163.15. This quote is valid until April 4, 2020. The budget amount is \$3,500.

**MSA Contract:** MSA provides services for the CDBG Housing Loan Program. Due to changes allowed by the DOA, MSA is proposing the following modification to their contract:

- Increase fees from 14% to 16% (Section 3.1)
- Increase rates for inspection fees (section 3.2)
- Change the timing of when a payment is made to the first 8% of the fee from: "at closing" to "when a RLF deposit is made". (Section 3.1)

**Salary resolution amendment for Cemetery Groundskeeper position:** The attached salary resolution adds a limited term (summer help) position for a cemetery groundskeeper position at \$15 per hour. The employee in this position would be stationed only at the cemetery, would work as needed, and would be the lead worker at the cemetery. Funding for this position will come from the part time wage budget.

**TIF 5 extension for affordable housing:** Please recall the Council discussed and supported the one-year extension of TIF #5 to provide funding for affordable housing efforts in the City. The required resolution to take the Affordable Housing TIF Extension is included in your packet. A policy for the program is being developed for Finance Committee and Council consideration.

**Purchase Agreement Extension for 407 N Main Street:** Soils testing field work was recently completed at 407 N Main Street (shoe factory) through a DNR grant. The results of the testing will not be available for a few weeks. The current purchase agreement expires the end of March. The owner has agreed to an amendment that extends the purchase agreement to the end of June 2020 with the condition the City mow the grass during that period.

**Pool chemical controller bids:** The City received 2 bids to replace the chemical controller at the pool. The low bid of \$1,980 was from In Depth Pool Service. The budget amount is \$1,800. Staff recommends the City award the bid.

**Pool pump strainer basket bids:** The City received 2 bids to replace the pump strainer baskets at the pool. The low bid of \$20,700 was from In Depth Pool Service. The budget amount is \$24,000. Staff recommends the city award the low bid.

**Marshview Court and pond bids:** The City received six bids to construct Marshview Court and the stormwater pond on the corner of Dallman Road and W Fulton Street. The low bid of \$362,209 from RT Fox is significantly lower than the engineer's estimate.

City of Edgerton  
APPLICATION FOR PUBLIC EVENT

(Application must be completed and on file thirty days prior to the event.)

Event Edgerton Community Market  
Name of Group Sponsoring Event Vendors at Market  
Date of Event Saturdays 9am - 1pm May 16 - Oct 31  
Contact Person for Organization Dan Reilly  
Address 10041 N. CTY Rd - H Edgerton Wis. 53534  
Business Phone \_\_\_\_\_ Home Phone 884-8504

Does the Sponsor qualify as a Non-Profit Organization – 501(c)(3)? Yes or No

Estimated Attendance 50 - 100 per day Rain Date N.A.  
Is Event Open to Public? Yes or No Admission Fee Charged? Yes or No

Will your organization make any contributions to the City or other organizations with the profits from this event? No This event brings people into town.  
If so, what do you plan to donate? \_\_\_\_\_  
to what group? \_\_\_\_\_  
and what percentage of the proceeds will be donated? \_\_\_\_\_

Brief Description of Activities Making available to public - locally grown produce and handmade crafts + art.

How is the event going to be promoted or advertised? Newspaper - flyers - internet + word of mouth.

The person/organization named in this application will be responsible for the conduct of the group and for the condition of facilities and equipment being utilized. This permit is subject to all municipal ordinances of the City of Edgerton, in addition to all rules and regulations as established by the Park Board.

**The person/organization shall be responsible for the required deposit needed for the event and for the key deposit and will be returned after the keys are brought back and the area is inspected. The check is sent after the next scheduled council meeting.**

The applicant for her/himself and for other persons, organizations, firms and corporations, if any listed in this application, does hereby contract to agree that he/she (and they) will jointly and severally indemnify and hold the City of Edgerton harmless against liability for any and all claims for damages to property, injury to or death of person or persons arising out of or resulting from the negligence of the applicant.

Permit holders may be required to provide proof of a general liability insurance policy naming the City of Edgerton as an additional insured party to be determined by the City Clerk.

All equipment or supplies must be removed within 24 hours of the event such as tents, trucks, flatbeds, and etc.

Don Reilly  
Applicant's Signature

2-20-20  
Date

Deposit Paid \$ \_\_\_\_\_ *Requesting No Fees as in prior years,* Receipt Number \_\_\_\_\_ Date \_\_\_\_\_

(Revised 1/2009)

City of Edgerton  
**PUBLIC WORKS AGREEMENT**  
 PROVISION OF SPECIAL EVENT PUBLIC WORKS ASSISTANCE  
 IN CONJUNCTION WITH APPLICATION FOR PUBLIC EVENT

Event: Edgerton Community Market  
 Sponsor: market vendors  
 Location: central park parking lot off N. Main St.

1. Attach List of Estimated Assistance from Public Works.
2. Provide Listing of Equipment Needs from Application to Public Works Director.
3. List Any Other Special Public Works Needs.

All arrangements must be made through Edgerton Public Works Director to assure personnel are available for needs requested. Assistance not provided by Edgerton Public Works Dept shall be noted.

Determination of number of Public Works Staff and Hours Estimated (to be completed by Public Works Director). No staff required

Parks:

Date: \_\_\_\_\_  
 From: \_\_\_\_\_ to \_\_\_\_\_ Personnel x Hours x Rate \_\_\_\_\_ = \_\_\_\_\_  
 From: \_\_\_\_\_ to \_\_\_\_\_ Personnel x Hours x Rate \_\_\_\_\_ = \_\_\_\_\_  
 From: \_\_\_\_\_ to \_\_\_\_\_ Personnel x Hours x Rate \_\_\_\_\_ = \_\_\_\_\_

Additional Labor: None - N.A.  
 Date: \_\_\_\_\_

From: \_\_\_\_\_ to \_\_\_\_\_ Personnel x Hours x Rate \_\_\_\_\_ = \_\_\_\_\_  
 From: \_\_\_\_\_ to \_\_\_\_\_ Personnel x Hours x Rate \_\_\_\_\_ = \_\_\_\_\_  
 From: \_\_\_\_\_ to \_\_\_\_\_ Personnel x Hours x Rate \_\_\_\_\_ = \_\_\_\_\_

Estimated additional water and sewer request key to bathrooms  
 Estimated additional electrical usage \_\_\_\_\_

Signed: Dan Reilly; Applicant

Signed: [Signature]; Public Work Director

If additional sheets are necessary please attach them to the original application.

City of Edgerton  
SECURITY AGREEMENT

N.A.

To insure public safety for your event, please answer the questions listing below. This information will be used to assist the common Council in determining if adequate provisions are being made for alcohol sales and security at your event.

1. Describe arrangements being made for the method and distribution of alcohol. Include provision being made to service only to legal consumers.

no alcohol

2. Identify the licensed Operators in charge of selling and distributing alcohol for the entire time alcohol is being served.

NA

3. Describe the type of event you are hosting.

Small community market 2-12 vendors depending on growing season. Produce, honey, art & crafts.

4. Estimate the number of people who will be attending this event. 50-100 per Saturday - 9-1pm  
Event will not be held during inclement weather.

5. All liquor must be bought from a Wisconsin Wholesaler. Please list the Wholesaler you will be using. (This excludes all retail stores)

NA

**Police Department recommendation for services including costs:**

 3/2/2020

Chief of Police

City of Edgerton  
 FACILITY & EQUIPMENT NEEDS & COSTS

RACETRACK PARK \_\_\_\_\_ CENTRAL PARK X OTHER LOCATION \_\_\_\_\_  
 ENTIRE PARK \_\_\_\_\_

DEPOSIT \_\_\_\_\_

RACETRACK PARK

*Southeast Diamond:* \_\_\_\_\_ Date \_\_\_\_\_  
 With lights \_\_\_\_\_  
 Diamond preparation \_\_\_\_\_  
 Deposit for Bases \_\_\_\_\_

*Shelter house:*  
 Whole \_\_\_\_\_ Westside \_\_\_\_\_ East side \_\_\_\_\_  
 Deposit \_\_\_\_\_ Key Deposit \_\_\_\_\_

*Northeast Diamond:* \_\_\_\_\_ Date \_\_\_\_\_  
 With lights \_\_\_\_\_  
 Diamond preparation \_\_\_\_\_  
 Deposit for Bases \_\_\_\_\_

*Soccer Fields:*  
 Large Field \_\_\_\_\_ Dates \_\_\_\_\_  
 Small Field \_\_\_\_\_ Dates \_\_\_\_\_  
 Striping Charge \_\_\_\_\_

*Southwest Diamond:* \_\_\_\_\_ Date \_\_\_\_\_  
 With lights \_\_\_\_\_  
 Diamond preparation \_\_\_\_\_  
 Deposit for Bases \_\_\_\_\_

*Horseshoe Pits:* \_\_\_\_\_ Date \_\_\_\_\_  
 With Lights \_\_\_\_\_

*Northwest Diamond:* \_\_\_\_\_ Date \_\_\_\_\_  
 With lights \_\_\_\_\_  
 Diamond preparation \_\_\_\_\_  
 Deposit for Bases \_\_\_\_\_

*Parking Lots:*  
 Dates \_\_\_\_\_ Location \_\_\_\_\_

STREETS \_\_\_\_\_

EQUIPMENT

Picnic Tables 2 Barricades \_\_\_\_\_  
 Trash Cans 2 Traffic Cones \_\_\_\_\_  
 Signs \_\_\_\_\_ Posts \_\_\_\_\_

*Saturdays May 16 - Oct 31 - 9Am - 1pm*  
 Striping \_\_\_\_\_  
 Fencing \_\_\_\_\_  
 Benches \_\_\_\_\_

Are there any additional needs required that have not been listed?

No



## Professional Services Agreement

This AGREEMENT (Agreement) is made today \_\_\_\_\_ by and between the CITY OF EDGERTON (OWNER) and MSA PROFESSIONAL SERVICES, INC. (MSA), which agree as follows:

**Project Name:** City of Edgerton CDBG RLF Housing Program

**The scope of the work authorized is:** See Attached Scope of Services

**The schedule to perform the work is:** Approximate Start Date: February 27, 2020  
Approximate Completion Date: Until cancelled

**The fee for the work is:** As provided with the attached Scope of Services.

All services shall be performed in accordance with the General Terms and Conditions of MSA, which is attached and made part of this Agreement. Any attachments or exhibits referenced in this Agreement are made part of this Agreement.

**Approval:** Authorization to proceed is acknowledged by signatures of the parties to this Agreement.

**CITY OF EDGERTON**

**MSA PROFESSIONAL SERVICES, INC.**

\_\_\_\_\_  
Chris Lund  
Mayor

\_\_\_\_\_  
Kari Justmann  
Director of Housing

Date: \_\_\_\_\_

Date: \_\_\_\_\_

112 Albion Street  
Edgerton, WI 53534  
Phone: (608) 884-3341  
Fax: (608) 884-8892

201 Corporate Drive  
Beaver Dam, WI 53916  
Phone: (920) 392-5137  
Fax: (920) 887-4250

**MSA PROFESSIONAL SERVICES, INC. (MSA) –  
GENERAL TERMS AND CONDITIONS OF SERVICES (PUBLIC - Wisconsin)**

1. **Scope and Fee.** The quoted fees and scope of services constitute the best estimate of the fees and tasks required to perform the services as defined. This agreement upon execution by both parties hereto, can be amended only by written instrument signed by both parties. For those projects involving conceptual or process development service, activities often cannot be fully defined during initial planning. As the project progresses, facts uncovered may reveal a change in direction which may alter the scope. MSA will promptly inform the OWNER in writing of such situations so that changes in this agreement can be made as required. The OWNER agrees to clarify and define project requirements and to provide such legal, accounting and insurance counseling services as may be required for the project

2. **Billing.** MSA will bill the OWNER monthly with net payment due upon receipt. Past due balances shall be subject to an interest charge at a rate of 12% per year from said thirtieth day. In addition, MSA may, after giving seven days written notice, suspend service under any agreement until the OWNER has paid in full all amounts due for services rendered and expenses incurred, including the interest charge on past due invoices.

3. **Costs and Schedules.** Costs and schedule commitments shall be subject to change for delays caused by the OWNER's failure to provide specified facilities or information or for delays caused by unpredictable occurrences including, without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults, by suppliers of materials or services, process shutdowns, acts of God or the public enemy, or acts of regulations of any governmental agency. Temporary delays of services caused by any of the above which result in additional costs beyond those outlined may require renegotiation of this agreement.

4. **Access to Site.** Owner shall furnish right-of-entry on the project site for MSA and, if the site is not owned by Owner, warrants that permission has been granted to make planned explorations pursuant to the scope of services. MSA will take reasonable precautions to minimize damage to the site from use of equipment, but has not included costs for restoration of damage that may result and shall not be responsible for such costs.

5. **Location of Utilities.** Consultant shall use reasonable means to identify the location of buried utilities in the areas of subsurface exploration and shall take reasonable precautions to avoid any damage to the utilities noted. However, Owner agrees to indemnify and defend Consultant in the event of damage or injury arising from damage to or interference with subsurface structures or utilities which result from inaccuracies in information of instructions which have been furnished to Consultant by others.

6. **Professional Representative.** MSA intends to serve as the OWNER's professional representative for those services as defined in this agreement, and to provide advice and consultation to the OWNER as a professional. Any opinions of probable project costs, reviews and observations, and other decisions made by MSA for the OWNER are rendered on the basis of experience and qualifications and represents the professional judgment of MSA. However, MSA cannot and does not guarantee that proposals, bid or actual project or construction costs will not vary from the opinion of probable cost prepared by it.

7. **Construction.** This agreement shall not be construed as giving MSA, the responsibility or authority to direct or supervise construction means, methods, techniques, sequence, or procedures of construction selected by the contractors or subcontractors or the safety precautions and programs incident to the work of the contractors or subcontractors.

8. **Standard of Care.** In conducting the services, MSA will apply present professional, engineering and/or scientific judgment, and use a level of effort consistent with current professional standards in the same or similar locality under similar circumstances in performing the Services. The OWNER acknowledges that "current professional standards" shall mean the standard for professional services, measured as of the time those services are rendered, and not according to later standards, if such later standards purport to impose a higher degree of care upon MSA.

MSA does not make any warranty or guarantee, expressed or implied, nor have any agreement or contract for services subject to the provisions of any uniform commercial code. Similarly, MSA will not accept those terms and conditions offered by the OWNER in its purchase order, requisition, or notice of authorization to proceed, except as set forth herein or expressly agreed to in writing. Written acknowledgement of receipt, or the actual performance of services subsequent to receipt of such purchase order, requisition, or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.

9. **Construction Site Visits.** MSA shall make visits to the site at intervals appropriate to the various stages of construction as MSA deems necessary in order to observe, as an experienced and qualified design professional, the progress and quality of the various aspects of Contractor's work.

The purpose of MSA's visits to, and representation at the site, will be to enable MSA to better carry out the duties and responsibilities assigned to and undertaken by MSA during the Construction Phase, and in addition, by the exercise of MSA's efforts as an experienced and qualified design professional, to provide for OWNER a greater degree of confidence that the completed work of Contractor will conform in general to the Contract Documents and that the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents has been implemented and preserved by Contractor. On the other hand, MSA shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct or have control over Contractor's work nor shall MSA have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by Contractor, for safety precautions and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor's furnishing and performing the work. Accordingly, MSA neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

10. **Termination.** This Agreement shall commence upon execution and shall remain in effect until terminated by either party, at such party's discretion, on not less than thirty (30) days' advance written notice. The effective date of the termination is the thirtieth day after the non-terminating party's receipt of the notice of termination. If MSA terminates the Agreement, the OWNER may, at its option, extend the terms of this Agreement to the extent necessary for MSA to complete any services that were ordered prior to the effective date of termination. If OWNER terminates this Agreement, OWNER shall pay MSA for all services performed prior to MSA's receipt of the notice of termination and for all work performed and/or expenses incurred by MSA in terminating Services begun after MSA's receipt of the termination notice. Termination hereunder shall operate to discharge only those obligations which are executory by either party on and after the effective date of termination. These General Terms and Conditions shall survive the completion of the services performed hereunder or the Termination of this Agreement for any cause.

This agreement cannot be changed or terminated orally. No waiver of compliance with any provision or condition hereof should be effective unless agreed in writing and duly executed by the parties hereto.

11. **Betterment.** If, due to MSA's error, any required or necessary item or component of the project is omitted from the construction documents, MSA's liability shall be limited to the reasonable costs of correction of the construction, less what OWNER'S cost of including the omitted item or component in the original construction would have been had the item or component not been omitted. It is intended by this provision that MSA will not be responsible for any cost or expense that provides betterment, upgrade, or enhancement of the project.

12. **Hazardous Substances.** OWNER acknowledges and agrees that MSA has had no role in generating, treating, storing, or disposing of hazardous substances or materials which may be present at the project site, and MSA has not benefited from the processes that produced such hazardous substances or materials. Any hazardous substances or materials encountered by or associated with Services provided by MSA on the project shall at no time be or become the property of MSA. MSA shall not be deemed to possess or control any hazardous substance or material at any time; arrangements for the treatment, storage, transport, or disposal of any hazardous substances or materials, which shall be made by MSA, are made solely and exclusively on OWNER's behalf for OWNER's benefit and at OWNER's direction. Nothing contained within this Agreement shall be construed or interpreted as requiring MSA to assume the status of a generator, storer, treater, or disposal facility as defined in any federal, state, or local statute, regulation, or rule governing treatment, storage, transport, and/or disposal of hazardous substances or materials.

All samples of hazardous substances, materials or contaminants are the property and responsibility of OWNER and shall be returned to OWNER at the end of a project for proper disposal. Alternate arrangements to ship such samples directly to a licensed disposal facility may be made at OWNER's request and expense and subject to this subparagraph.

13. **Insurance.** MSA will maintain insurance coverage for: Worker's Compensation, General Liability, and Professional Liability. MSA will provide information as to specific limits upon written request. If the OWNER requires coverages or limits in addition to those in effect as of the date of the agreement, premiums for additional insurance shall be paid by the OWNER. The liability of MSA to the OWNER for any indemnity commitments, or for any damages arising in any way out of performance of this contract is limited to such insurance coverages and amount which MSA has in effect.

14. **Reuse of Documents.** Reuse of any documents and/or services pertaining to this project by the OWNER or extensions of this project or on any other project shall be at the OWNER's sole risk. The OWNER agrees to defend, indemnify, and hold harmless MSA for all claims, damages, and expenses including attorneys' fees and costs arising out of such reuse of the documents and/or services by the OWNER or by others acting through the OWNER.

15. **Indemnification.** To the fullest extent permitted by law, MSA shall indemnify and hold harmless, OWNER, and OWNER's officers, directors, members, partners, agents, consultants, and employees (hereinafter "OWNER") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of MSA or MSA's officers, directors, members, partners, agents, employees, or Consultants (hereinafter "MSA"). In no event shall this indemnity agreement apply to claims between the OWNER and MSA. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that MSA is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of MSA to defend the OWNER on any claim arising under this agreement.

To the fullest extent permitted by law, OWNER shall indemnify and hold harmless, MSA, and MSA's officers, directors, members, partners, agents, consultants, and employees (hereinafter "MSA") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of the OWNER or the OWNER's officers, directors, members, partners, agents, employees, or Consultants (hereinafter "OWNER"). In no event shall this indemnity agreement apply to claims between MSA and the OWNER. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that the OWNER is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of the OWNER to defend MSA on any claim arising under this agreement.

To the fullest extent permitted by law, MSA's total liability to OWNER and anyone claiming by, through, or under OWNER for any cost, loss or damages caused in part or by the negligence of MSA and in part by the negligence of OWNER or any other negligent entity or individual, shall not exceed the percentage share that MSA's negligence bears to the total negligence of OWNER, MSA, and all other negligent entities and individuals.

16. **Dispute Resolution.** OWNER and MSA desire to resolve any disputes or areas of disagreement involving the subject matter of this Agreement by a mechanism that facilitates resolution of disputes by negotiation rather than by litigation. OWNER and MSA also acknowledge that issues and problems may arise after execution of this Agreement which were not anticipated or are not resolved by specific provisions in this Agreement. Accordingly, both OWNER and MSA will endeavor to settle all controversies, claims, counterclaims, disputes, and other matters in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect, unless OWNER and MSA mutually agree otherwise. Demand for mediation shall be filed in writing with the other party to this Agreement. A demand for mediation shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations. Neither demand for mediation nor any term of this Dispute Resolution clause shall prevent the filing of a legal action where failing to do so may bar the action because of the applicable statute of limitations. If despite the good faith efforts of OWNER and MSA any controversy, claim, counterclaim, dispute, or other matter is not resolved through negotiation or mediation, OWNER and MSA agree and consent that such matter may be resolved through legal action in any state or federal court having jurisdiction.

17. **Exclusion of Special, Indirect, Consequential and Liquidated Damages.** Consultant shall not be liable, in contract or tort or otherwise, for any special, indirect, consequential, or liquidated damages including specifically, but without limitation, loss of profit or revenue, loss of capital, delay damages, loss of goodwill, claim of third parties, or similar damages arising out of or connected in any way to the project or this contract.

18. **State Law.** This agreement shall be construed and interpreted in accordance with the laws of the State of Wisconsin.

19. **Jurisdiction.** OWNER hereby irrevocably submits to the jurisdiction of the state courts of the State of Wisconsin for the purpose of any suit, action or other proceeding arising out of or based upon this Agreement. OWNER further consents that the venue for any legal proceedings related to this Agreement shall be, at MSA's option, Sauk County, Wisconsin, or any county in which MSA has an office.

20. **Understanding.** This agreement contains the entire understanding between the parties on the subject matter hereof and no representations, inducements, promises or agreements not embodied herein (unless agreed in writing duly executed) shall be of any force or effect, and this agreement supersedes any other prior understanding entered into between the parties on the subject matter hereto.

# Attachment A:

## CDBG HOUSING PROGRAM REVOLVING LOAN FUND

### SECTION 1 - BASIC SERVICES OF MSA

- 1.1 Administrative Services. MSA agrees to provide administrative services to the OWNER in the performance of the Revolving Loan Funds for the CDBG Housing Program administrative duties as required of the OWNER, including but not limited to: Liaison with the Department of Administration, annual Revolving Loan Fund reports, labor standards compliance (if applicable), equal opportunity compliance, individual project compliance, and maintenance of records.
- 1.2 MSA will coordinate maintenance of financial records with OWNER's staff.
- 1.3 MSA will provide administrative services to OWNER so that the necessary measures are taken to comply with State regulations. MSA will make decisions on eligible households and determine the extent of work to be accomplished. As the Housing Program Administrator, MSA will make determinations regarding homeowner/contractor conflicts and report said conflict resolutions to the OWNER. MSA will provide the program services including but not limited to:
  - a. Environmental Review (ER) document preparation (Tier I and II);
  - b. Program outreach and assisting with the creation of program marketing material
  - c. Receiving program inquiry calls from citizens
  - d. Participating in CDBG Committee meetings as needed
  - e. Preparing materials for CDBG Committee to approve loans
  - f. Meeting with the homeowners in person to explain CDBG process
  - g. Completing and managing project records
  - h. Application intake
  - i. Drafting and recording of mortgages
  - j. Drafting Work Specifications
  - k. Mailing bids to contractors designated by the homeowner
  - l. Receiving and opening bids from contractors
  - m. Discussing the bids with the homeowner
  - n. Drafting contracts between contractor and homeowner
  - o. Acquiring necessary signatures on payment requests from the homeowner and contractor
  - p. Providing office equipment and other equipment necessary to complete work
- 1.4 MSA's Authorized Representative. Designate in writing a person to act as MSA's lead representative with respect to the work to be performed under this Agreement. MSA's lead representative will be Susan Maier.

## SECTION 2 - OWNER'S RESPONSIBILITIES

The OWNER will:

- 2.1 Review Documents. Examine all studies, reports, sketches, estimates, proposals and other documents presented by MSA.
- 2.2 Other Services. Provide such legal and auditing services as may be required for the project. Provide for general office supply expenses incurred by the OWNER for which the OWNER is not being reimbursed by administrative funds.
- 2.3 OWNER'S Authorized Representative. Designate in writing a person to act as the OWNER'S RLF representative with respect to the work to be performed under this Agreement; and such person shall have complete authority to transmit instructions, receive information, interpret and define OWNER'S policies and decisions with respect to materials, equipment elements and systems pertinent to the work covered by this Agreement.
- 2.4 Advertisement. Advertise for and make arrangements for all public meetings and notices.
- 2.5 Committee. The Committee will participate in the resolution of questions, concerns and matters relevant to the programs stemming from State, the OWNER, and/or citizens as appropriate.
- 2.6 Financial Involvement. Issue payments as necessary.

## SECTION 3 - PAYMENTS TO MSA

- 3.1 Revolving Loan Fund. The OWNER will pay MSA 16% of the Revolving Loan Funds received in repayment of past CDBG Housing program loans and expended for new housing rehabilitation projects.

MSA will submit a bill for 8% of the funds when a revolving loan fund deposit is made and for the remaining 8% (housing only) as the "new" RLF project funds are spent.

- 3.2 Inspection Services. MSA will also perform inspection services. The payment for these services will be made from "project" funds. The fees for the initial program inspection, interim inspections, final project inspection services, title search and recording fee are included with each new homeowner, homebuyer or rental loan. The fees for the lead risk assessment and clearance testing are granted to the applicant from program funds and are not included in their loan.

The fee for the inspection services are listed as follows and apply only to those services required. Not all projects require a lead risk assessment and/or clearance testing.

Initial Program Inspection	\$ 275.00
Lead Risk Assessment, Lab Fees and 2 Copies of the Report	\$ 475.00
All Interim Inspections and the Final Project Inspection	\$ 250.00
Lead Clearance Testing, Required Notifications & Laboratory Fees	\$ 250.00
Title Search	Not to exceed \$ 100.00
Recording Fee	\$ 30.00

3.3 OWNER requested services beyond the Scope of this Agreement shall be billed at MSA's Standard Hourly and Reimbursable Rate Schedule.

3.4 Times of Payments. MSA shall submit an invoice not more than once per month.

#### SECTION 4 - GENERAL CONSIDERATIONS

4.1 Equal Opportunity Compliance. MSA shall comply with the Civil Rights Act of 1964 and Section 109 of the Housing and Community Development Act of 1974, described as follows:

4.1.1 Civil Rights Act of 1964. Under Title VI and Title VIII of the Civil Rights Act of 1964, no person shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits, or be subjected to discrimination under any program or activity receiving federal financial assistance.

4.1.2 Civil Rights Act of 1968. Under Title VIII of the Civil Rights Act of 1968, as amended including the Fair Housing Amendments Act of 1988, discrimination in housing is prohibited on the basis of race, color, religion, sex, handicap, familial status, or national origin.

4.1.3 Section 109 of the Housing and Community Development Act of 1974. No person in the United States shall, on the grounds of race, color, national origin, sex, age or handicap be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available under this title.

4.1.4 Section 504 of the Rehabilitation Act of 1973, as amended. No person otherwise qualified shall, solely, by reason of his or her handicap, be excluded from participation (including employment), denied program benefits, or subjected to discrimination, on the basis of age, under any program or activity receiving federal funds.

4.1.5 Age Discrimination Act of 1975, as amended. No person shall be excluded from participation, denied program benefits or subjected to discrimination, on the basis of age, under any program or activity receiving federal funds.

4.1.6 Executive Order 11063. Provides that no person shall, on the basis of race, color, religion, sex or national origin, be discriminated against in housing (and related facilities) provided with federal assistance or lending practices with respect to residential property when such practices are connected with loans insured or guaranteed by the federal government.

- 4.1.7 Executive Order 11246. The bid and contract language required under E.O. 11246 depends on the dollar amount of the contract. Certain language is required for contracts/subcontracts of \$10,000 or less. Other language is required if the contract/subcontract exceeds \$10,000. Note especially the Notice of Requirements for Affirmative Action which must be included and which requires the insertion of minority and female goals. The female goal applies nationwide while the minority goal is specifically determined for each county. As amended this order provides that no person shall be discriminated against, on the basis of race, color, religion, sex or national origin in any place of employment during the performance of federally-assisted construction contracts.
- 4.1.8 Section 3 of the Housing and Urban Development Act of 1968, as amended 1992, which provides that employment and other economic opportunities generated by Federal assistance for housing community development programs shall, to the greatest extent feasible, be directed to low and very low income persons.
- 4.1.9 Access to Records. MSA agrees to provide to the OWNER, the Department of Commerce, Department of Housing and Urban Development, the Comptroller General of the United States, or any of their fully authorized representatives, access to any books, documents, papers and records of MSA which are directly pertinent to this specific contract, for the purpose of making audit, examination, excerpts and transcriptions.

**RESOLUTION No. 26-19A**  
**AMENDED 2020 SALARY RESOLUTION**  
**COMMON COUNCIL OF THE CITY OF EDGERTON**

**WHEREAS**, the City of Edgerton employs both union and non-union personnel, and

**WHEREAS**, it is necessary that the Common Council establish compensation for all non-union personnel, and

**WHEREAS**, the Common Council has reviewed the matter of salaries of non-union personnel as spelled out in State Statute 65.04(8)(a) and has **amended its prior** submitted proposed salary schedule **with an amended** schedule as attached.

**NOW, THEREFORE BE IT RESOLVED** that the attached **amended** salary schedule for 2020 is approved as the salary schedule for non-union personnel for the fiscal year 2020.

Motion by:

Second by:

Roll Call:     Ayes            Noes

Dated and signed this 16th day of March, 2020.

\_\_\_\_\_  
Christopher W. Lund, Mayor

Attest:

\_\_\_\_\_  
Ramona Flanigan  
City Administrator

## AMENDED 2020 NON-UNION SALARY AND WAGE SCHEDULE

<u>SALARIED EMPLOYEES</u>	<u>2019 Salary</u>	<u>2020 Salary</u>	<u>Remarks</u>
Chief of Police	82,500.00	84,150.00	
Lieutenant of Police (After 3 years)	67,532.24	68,882.88	
Lieutenant Start Wage	63,814.70	65,090.99	Lieutenant Increases: after 1 year \$.70
Library Director	51,906.23	52,944.35	
Public Works Director	75,032.94	77,500.00	
Utility Director	78,681.72	80,255.35	
Clerk-Treasurer	65,351.90	66,658.94	
Administrator	89,237.43	91,022.18	
Recreation/Aquatic Director	16,743.68	17,078.55	Per Season
<u>ELECTED OFFICIALS</u>	<u>2019-2020</u>	<u>2020-2021</u>	<u>Remarks</u>
Mayor	2,520.00	2,520.00	
(per year-increment for newly elected)			
Aldersperson	2,220.00	2,220.00	
Municipal Judge	5,411.00	5,411.00	
Board of Review	40.00	40.00	
(per day)			
<u>HOURLY EMPLOYEES</u>			<u>Remarks</u>
City Hall Admin Assistant wage after 5 years *	21.51	21.94	\$.75 increase each year for first 4 years
City Hall P/T Admin Assistant	13.00	13.00	
Police Dept. Admin Assistant wage after 5 years *	21.29	21.72	\$.75 increase each year for first 4 years
Police Dept. P/T Admin Asst after 3 years	15.75	16.07	\$.50 increase each year for first 2 years
Public Works Operator wage after 3 years *	22.96	23.42	\$.30 increase each year for first 2 years
Utility Operator Base wages after 3 years *	22.75	23.21	\$.30 increase each year for first 2 years
Water Operator Grade OIT	Base + \$.40	Base + \$.40	
Water Operator Grade 1	Base + \$.90	Base + \$.90	
Wastewater Operator Grade OIT	Base + \$.40	Base + \$.40	
Wastewater Operator Grade Basic	Base + \$1.20	Base + \$1.20	
Wastewater Operator Grade Advanced	Base + \$1.40	Base + \$1.40	
Crossing Guard	15.00	15.00	\$.25 after 3 years \$.25 after 6 years
Pollworkers	7.25	7.25	
Library Admin Assistants wage after 5 years *	15.75	16.07	\$.75 increase upon completion of 1yr, 3yr, and 5 year
DPW Temporary CDL holder	12.00	12.00	
DPW/Parks Part-time Summer	9.25	9.25	\$.25 per year of service
<b>DPW/Cemetery Groundskeeper</b>		<b>15.00</b>	<b>\$.25 per year of service</b>
Lifeguards - Starting	8.50	8.50	Seasonal returns with
With WSI	9.50	9.50	favorable evaluations:
Supervisors	9.50	9.50	\$.25/hr per year for DPW/ Parks, Lifeguards, Cashiers, Concession, and Maintenance.
Cashiers	6.00/7.25**	6.00/7.25**	*Lifeguards teaching private lessons receive \$4.00 per lesson in addition to wage
Concession	6.00/7.25**	6.00/7.25**	
Maintenance	6.00/7.25**	6.00/7.25**	

Step increase are granted on anniversary date at the end of each year's service

\*\* Wages below legal minimum wage for eligible employees only.

\* Last step increase as needed to equal maximum wage of position

**CITY OF EDGERTON  
RESOLUTION No. 04-20**

**A RESOLUTION EXTENDING THE LIFE OF TAX INCREMENTAL DISTRICT NO. 5  
TO FUND THE EDGERTON AFFORDABLE HOUSING  
IMPROVEMENT PROGRAM**

WHEREAS, the Common Council of the City of Edgerton created TID No. 5 in April, 1998 to promote industrial development, and,

WHEREAS, TID No. 5 has a life of 23 years which concludes in 2020; and,

WHEREAS, all project costs for TID No. 5 have been paid; and,

WHEREAS, under Statute 66.1105(6) (g) of the State of Wisconsin authorizes a city to extend the life of a tax incremental district by up to one year and use the incremental revenue to fund affordable housing and to improve the city's housing stock; and,

WHEREAS, the Common Council of the City of Edgerton is developing a program to improve the affordability of and make improvements to the existing housing stock in the City of Edgerton, which is consistent with the requirements for an affordable housing TIF extension.

NOW, THEREFORE, BE IT RESOLVED, that the City of Edgerton Common Council hereby extends the life of Tax Incremental District No. 5 by twelve (12) months from April 15, 2020 to April 15, 2021.

BE IT FURTHER RESOLVED, that the City of Edgerton will use funds from the extension of tax incremental district No. 5 to improve its housing stock and benefit affordable housing.

Motion by:

Seconded by:

Roll Call: Yeas:        Noes:

Dated:

\_\_\_\_\_  
Christopher W. Lund, Mayor

ATTEST

\_\_\_\_\_  
Ramona Flanigan, City Administrator

STANDARD FORM OF  
BID ANALYSIS  
PROJECT NUMBER 4894-0089

WHEREAS City of Edgerton (hereinafter referred to as the OWNER) has received bids on the 12th day of March, 2020 for Contract "20E-01" – Regional Storm Pond and Marshview Court, Street and Utility Improvements (hereinafter referred to as the Project) and

WHEREAS Cedar Corporation, (hereinafter referred to as ENGINEER) has been retained by the OWNER to prepare bid tabulations, analyze bid results and consult with the OWNER on the award of contracts.

The ENGINEER hereby consults as follows:

1. Based upon ENGINEER's analysis of the bids received on the above PROJECT the responsive low bidder is:

R.T. Fox Contractors, Inc.  
P.O. Box 331  
5628 Hwy M  
Edgerton, WI 53534  
Phone: 608-751-1988

The base bid price for the project was \$362,219.00. The bid includes a list of unit price bid items for excavation and construction of regional storm pond, water main, sanitary sewer, storm sewer, curb, and street paving along with landscaping, seeding, etc. to construct a regional storm pond and a new street (Marshview Court) off Gear Drive in the West Side Business Park.

2. A total of six bids were submitted for this project. The second low bidder was Wondra Construction, Inc. at \$397,180.00 and the third low bidder was Krause Excavating, Inc. at \$405,382.03. The bid tab is attached. Four bids were under and two were over the Engineer's estimate.
3. This project includes work in the West Side Business Park on lands owned by the City. The work to build the new Marshview Court is generally the clearing and grubbing of the existing right of way, placing fill, install new 8" water main, 8" PVC pipe, storm sewer, 30" curb and gutter, and HMA pavement. The project will also significantly expand the existing pond from 0.2 acre to a regional pond of 1.2 acres. The project will also complete some of the site grading for the development of the lots in the park.
4. The ENGINEER'S estimate for Bid Schedule A work was \$547,118 at bid time.
5. R.T. Fox Contractors, Inc. has completed many similar projects for the City in the past. They do quality work and are very cooperative with the City.
7. The contract calls for work to be substantially complete no later than September 18, 2020 and fully completed by October 2, 2020.

8. The project will be funded using a blend of TIF, utility, and special assessments.
10. It is understood that by this analysis, that the ENGINEER does not guarantee the Contractor's performance, which is covered by the Contractor's bond. It is a statement by the ENGINEER that the ENGINEER has no information, which would lead the ENGINEER to believe that the Contractor does not have the necessary equipment and personnel to complete the PROJECT in compliance with the drawings and specifications within reasonable tolerances generally accepted in the trade.
11. It is further understood that this analysis is not a representation that the ENGINEER has reviewed the proposal for possible legal irregularities, which should be a function of the OWNER'S legal counsel, and at the option of the OWNER.
12. It is further understood that in the event that OWNER feels that the Contract should be awarded on some basis other than price, the OWNER should defer further action on this PROJECT until a thorough legal review can be made by OWNER'S legal counsel.

Cedar Corporation

A handwritten signature in black ink, appearing to read "William A. Betzig". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Submitted By: William A. Betzig, P.E.

Date: March 13, 2020

**WB-5 COMMERCIAL LISTING CONTRACT - EXCLUSIVE RIGHT TO SELL**

1 **SELLER GIVES THE FIRM THE EXCLUSIVE RIGHT TO SELL THE PROPERTY ON THE FOLLOWING TERMS:**

2 ■ **PROPERTY DESCRIPTION:** Street address is: 414 Albion St.  
3 \_\_\_\_\_ in the \_\_\_\_\_ City \_\_\_\_\_ of \_\_\_\_\_ Edgerton \_\_\_\_\_, County of \_\_\_\_\_ Rock \_\_\_\_\_,  
4 Wisconsin. Insert additional description, if any, at lines 320-331 or attach as an addendum per lines 332-337.

5 ■ **INCLUDED IN LIST PRICE:** Seller is including in the list price the Property, Fixtures not excluded on lines 9-12, and  
6 the following items: -----  
7 \_\_\_\_\_  
8 \_\_\_\_\_

9 ■ **NOT INCLUDED IN LIST PRICE:** Tenant's personal property.  
10 \_\_\_\_\_  
11 \_\_\_\_\_  
12 \_\_\_\_\_

13 **CAUTION: Identify Fixtures to be excluded by Seller or which are rented and will continue to be owned by the**  
14 **lessor. (See lines 182-193).**

15 ■ Seller shall convey the personal property by Bill of Sale, free and clear of all liens and encumbrances except: -----  
16 \_\_\_\_\_  
17 \_\_\_\_\_

18 ■ **LIST PRICE:** \_\_\_\_\_ Dollars (\$ \_\_\_\_\_).

19 ■ **SELLER AUTHORITY:** Seller represents that Seller has authority to sign this Listing and negotiate the sale of the  
20 Property. If Seller is an entity, Seller agrees, within 15 days of the execution of this Listing, to provide the Firm with a  
21 copy of document(s) confirming the authority to negotiate the sale of the Property.

22 ■ **ZONING:** Seller represents that the Property is zoned: R2

23 ■ **ZONING VARIANCES, NONCONFORMING USE OR DEVELOPMENT RESTRICTIONS:** Seller represents that the  
24 Property is subject to the following special zoning, land use, development restrictions, zoning variances, nonconforming  
25 uses or other conditions affecting the Property: \_\_\_\_\_  
26 \_\_\_\_\_

27 **MARKETING** Seller authorizes and the Firm and its agents agree to use reasonable efforts to market the Property.  
28 Seller agrees that the Firm and its agents may market Seller's personal property identified on lines 5-8 during the term  
29 of this Listing. The marketing may include: MLS, signage (if allowed), internet marketing (zillow,  
30 facebook, google, etc.), Loop net commercial advertising, local paper, etc.

31 The Firm and its agents may advertise the following special financing and incentives offered by Seller: -----  
32 \_\_\_\_\_ . Seller  
33 has a duty to cooperate with the marketing efforts of the Firm and its agents. See lines 231-237 regarding the Firm's  
34 role as marketing agent and Seller's duty to notify the Firm of any potential buyer known to Seller. Seller agrees that the  
35 Firm and its agents may market other properties during the term of this Listing.

36 **CAUTION: Limiting the Firm's cooperation with other firms may reduce the marketability of the Property.**

37 **COMPENSATION TO OTHERS** The Firm offers the following commission to cooperating firms: 50% of total  
38 commission . (Exceptions if any): -----

39 **COMMISSION** The Firm's commission shall be 6%, 5% if List company is sell company, 4% if  
40 protected buyers purchase. (Cathy Engler, Edgerton School District, Emmaus Community  
41 Church)  
42 \_\_\_\_\_

43 ■ **EARNED:** Seller shall pay the Firm's commission, which shall be earned, if, during the term of this Listing:  
44 1) Seller sells or accepts an offer which creates an enforceable contract for the sale of all or any part of the Property;  
45 2) Seller grants an option to purchase all or any part of the Property which is subsequently exercised;  
46 3) Seller exchanges or enters into a binding exchange agreement on all or any part of the Property;  
47 4) A transaction occurs which causes an effective change in ownership or control of all or any part of the Property; or  
48 5) A ready, willing and able buyer submits a bona fide written offer to Seller or the Firm for the Property at, or above,  
49 the list price and on substantially the same terms set forth in this Listing and the current WB-15 Commercial Offer to  
50 Purchase, even if Seller does not accept this buyer's offer. A buyer is ready, willing and able when the buyer  
51 submitting the written offer has the ability to complete the buyer's obligations under the written offer.

52 The Firm's commission shall be earned if, during the term of the Listing, one owner of the Property sells, conveys,  
53 exchanges or options, as described above, an interest in all or any part of the Property to another owner, except by divorce  
54 judgment.

55 ■ **DUE AND PAYABLE:** Once earned, the Firm's commission is due and payable in full at the earlier of closing or the date  
56 set for closing, even if the transaction does not close, unless otherwise agreed in writing.

57 ■ **CALCULATION:** A percentage commission shall be calculated based on the following, if earned above:

- 58 • Under 1) or 2) the total consideration between the parties in the transaction.
- 59 • Under 3) or 4) the list price if the entire Property is involved.
- 60 • Under 3) if the exchange involves less than the entire Property or under 4) if the effective change in ownership or  
61 control involves less than the entire Property, the fair market value of the portion of the Property exchanged or for  
62 which there was an effective change in ownership or control.
- 63 • Under 5) the total offered purchase price.

64 **NOTE: If a commission is earned for a portion of the Property it does not terminate the Listing as to any remaining**  
65 **Property.**

66 **BUYER FINANCIAL CAPABILITY** The Firm and its agents are not responsible under Wisconsin statutes or regulations to  
67 qualify a buyer's financial capability. If Seller wishes to confirm a buyer's financial capability, Seller may negotiate inclusion of  
68 a contingency for financing, proof of funds, qualification from a lender, sale of buyer's property, or other confirmation in any  
69 offer to purchase or contract.

70 **LIEN NOTICE** The Firm has the authority under section 779.32 of the Wisconsin Statutes to file a lien for commissions  
71 or compensation earned but not paid when due against the commercial real estate, or the interest in the commercial  
72 real estate, if any, that is the subject of this Listing. "Commercial real estate" includes all real estate except (a) real  
73 property containing 8 or fewer dwelling units, (b) real property that is zoned for residential purposes and that does not  
74 contain any buildings or structures, and (c) real property that is zoned for agricultural purposes.

#### 75 **DISCLOSURE TO CLIENTS**

76 Under Wisconsin law, a brokerage firm (hereinafter firm) and its brokers and salespersons (hereinafter agents) owe  
77 certain duties to all parties to a transaction:

- 78 (a) The duty to provide brokerage services to you fairly and honestly.
- 79 (b) The duty to exercise reasonable skill and care in providing brokerage services to you.
- 80 (c) The duty to provide you with accurate information about market conditions within a reasonable time if you request it,  
81 unless disclosure of the information is prohibited by law.
- 82 (d) The duty to disclose to you in writing certain Material Adverse Facts about a property, unless disclosure of the  
83 information is prohibited by law. (See lines 194-197.)
- 84 (e) The duty to protect your confidentiality. Unless the law requires it, the firm and its agents will not disclose your  
85 confidential information or the confidential information of other parties. (See lines 142-159.)
- 86 (f) The duty to safeguard trust funds and other property the firm or its agents holds.
- 87 (g) The duty, when negotiating, to present contract proposals in an objective and unbiased manner and disclose the  
88 advantages and disadvantages of the proposals.

89 **BECAUSE YOU HAVE ENTERED INTO AN AGENCY AGREEMENT WITH A FIRM, YOU ARE THE FIRM'S CLIENT.**  
90 **A FIRM OWES ADDITIONAL DUTIES TO YOU AS A CLIENT OF THE FIRM:**

- 91 (a) The firm or one of its agents will provide, at your request, information and advice on real estate matters that affect  
92 your transaction, unless you release the firm from this duty.
  - 93 (b) The firm or one of its agents must provide you with all material facts affecting the transaction, not just Adverse Facts.
  - 94 (c) The firm and its agents will fulfill the firm's obligations under the agency agreement and fulfill your lawful requests that  
95 are within the scope of the agency agreement.
  - 96 (d) The firm and its agents will negotiate for you, unless you release them from this duty.
  - 97 (e) The firm and its agents will not place their interests ahead of your interests. The firm and its agents will not, unless  
98 required by law, give information or advice to other parties who are not the firm's clients, if giving the information or advice is  
99 contrary to your interests.
- 100 If you become involved in a transaction in which another party is also the firm's client (a "multiple representation  
101 relationship"), different duties may apply.

#### 102 **MULTIPLE REPRESENTATION RELATIONSHIPS AND DESIGNATED AGENCY**

103 ■ A multiple representation relationship exists if a firm has an agency agreement with more than one client who is a  
104 party in the same transaction. If you and the firm's other clients in the transaction consent, the firm may provide services  
105 through designated agency, which is one type of multiple representation relationship.

106 ■ Designated agency means that different agents with the firm will negotiate on behalf of you and the other client or  
107 clients in the transaction, and the firm's duties to you as a client will remain the same. Each agent will provide  
108 information, opinions, and advice to the client for whom the agent is negotiating, to assist the client in the negotiations.  
109 Each client will be able to receive information, opinions, and advice that will assist the client, even if the information,  
110 opinions, or advice gives the client advantages in the negotiations over the firm's other clients. An agent will not reveal  
111 any of your confidential information to another party unless required to do so by law.

112 ■ If a designated agency relationship is not authorized by you or other clients in the transaction, you may still authorize

113 or reject a different type of multiple representation relationship in which the firm may provide brokerage services to more  
114 than one client in a transaction but neither the firm nor any of its agents may assist any client with information, opinions,  
115 and advice which may favor the interests of one client over any other client. Under this neutral approach, the same  
116 agent may represent more than one client in a transaction.  
117 ■ If you do not consent to a multiple representation relationship the firm will not be allowed to provide brokerage  
118 services to more than one client in the transaction.

119 **CHECK ONLY ONE OF THE THREE BELOW:**

- 120  The same firm may represent me and the other party as long as the same agent is not  
121 representing us both. (multiple representation relationship with designated agency)
- 122  The same firm may represent me and the other party, but the firm must remain neutral  
123 regardless if one or more different agents are involved. (multiple representation relationship  
124 without designated agency)
- 125  The same firm cannot represent both me and the other party in the same transaction. (I reject  
126 multiple representation relationships)

127 **NOTE: All clients who are parties to this agency agreement consent to the selection checked above. You may**  
128 **modify this selection by written notice to the firm at any time. Your firm is required to disclose to you in your**  
129 **agency agreement the commission or fees that you may owe to your firm. If you have any questions about the**  
130 **commission or fees that you may owe based upon the type of agency relationship you select with your firm,**  
131 **you should ask your firm before signing the agency agreement.**

132 **SUBAGENCY**

133 Your firm may, with your authorization in the agency agreement, engage other firms (subagent firms) to assist your firm by  
134 providing brokerage services for your benefit. A subagent firm and the agents with the subagent firm will not put their own  
135 interests ahead of your interests. A subagent firm will not, unless required by law, provide advice or opinions to other parties  
136 if doing so is contrary to your interests.

137 **PLEASE REVIEW THIS INFORMATION CAREFULLY. An agent can answer your questions about brokerage**  
138 **services, but if you need legal advice, tax advice, or a professional home inspection, contact an attorney, tax**  
139 **advisor, or home inspector.**

140 This disclosure is required by section 452.135 of the Wisconsin statutes and is for information only. It is a plain language  
141 summary of the duties owed to you under section 452.133 (2) of the Wisconsin statutes.

142 ■ **CONFIDENTIALITY NOTICE TO CLIENTS:** The Firm and its agents will keep confidential any information given to  
143 the Firm or its agents in confidence, or any information obtained by the Firm and its agents that a reasonable person  
144 would want to be kept confidential, unless the information must be disclosed by law or you authorize the Firm to  
145 disclose particular information. The Firm and its agents shall continue to keep the information confidential after the Firm  
146 is no longer providing brokerage services to you.

147 The following information is required to be disclosed by law:

- 148 1) Material Adverse Facts, as defined in section 452.01 (5g) of the Wisconsin statutes (see lines 194-197).
- 149 2) Any facts known by the Firm and its agents that contradict any information included in a written inspection report on  
150 the property or real estate that is the subject of the transaction.

151 To ensure that the Firm and its agents are aware of what specific information you consider confidential, you may list that  
152 information below (see lines 154-156). At a later time, you may also provide the Firm with other information you  
153 consider to be confidential.

154 **CONFIDENTIAL INFORMATION:** -----  
155 \_\_\_\_\_  
156 \_\_\_\_\_

157 **NON-CONFIDENTIAL INFORMATION** (The following may be disclosed by the Firm and its agents): A first right of  
158 refusal exists on property with current tenant, Cathy Engler who has 10 days from offer  
159 acceptance by another buyer. Copy of any accepted offer to be shared with Engler.

160 **OCCUPANCY** Unless otherwise provided, Seller agrees to give buyer occupancy of the Property at time of closing  
161 and to have the Property in broom swept condition and free of all debris and personal property except for personal  
162 property belonging to current tenants, sold to buyer or left with buyer's consent.

163 **LEASED PROPERTY** If Property is currently leased and lease(s) will extend beyond closing, Seller shall assign Seller's  
164 rights under the lease(s) and transfer all security deposits and prepaid rents (subject to agreed upon prorations) thereunder  
165 to buyer at closing. Seller acknowledges that Seller remains liable under the lease(s) unless released by tenant(s).  
166 **CAUTION: Seller should consider obtaining an indemnification agreement from buyer for liabilities under the**  
167 **lease(s) unless released by tenants.**

168 **DEFINITIONS**

169 ■ **ADVERSE FACT:** An "Adverse Fact" means any of the following:

- 170 (a) A condition or occurrence that is generally recognized by a competent licensee as doing any of the following:
  - 171 1) Significantly and adversely affecting the value of the Property;
  - 172 2) Significantly reducing the structural integrity of improvements to real estate; or
  - 173 3) Presenting a significant health risk to occupants of the Property.

174 (b) Information that indicates that a party to a transaction is not able to or does not intend to meet his or her obligations  
175 under a contract or agreement made concerning the transaction.

176 ■ **DEADLINES - DAYS:** Deadlines expressed as a number of "days" from an event are calculated by excluding the day the  
177 event occurred and by counting subsequent calendar days.

178 ■ **DEFECT:** "Defect" means a condition that would have a significant adverse effect on the value of the Property; that  
179 would significantly impair the health or safety of future occupants of the Property; or that if not repaired, removed or  
180 replaced would significantly shorten or adversely affect the expected normal life of the premises.

181 ■ **FIRM:** "Firm" means a licensed sole proprietor broker or a licensed broker business entity.

182 ■ **FIXTURES:** A "Fixture" is an item of property which is physically attached to or so closely associated with land or  
183 buildings so as to be treated as part of the real estate, including, without limitation, physically attached items not easily  
184 removable without damage to the premises, items specifically adapted to the premises, and items customarily treated  
185 as fixtures, including, but not limited to, all: garden bulbs; plants; shrubs and trees; screen and storm doors and  
186 windows; electric lighting fixtures; window shades; curtain and traverse rods; blinds and shutters; central heating and  
187 cooling units and attached equipment; water heaters, water softeners and treatment systems; sump pumps; attached or  
188 fitted floor coverings; awnings; attached antennas and satellite dishes, audio/visual wall mounting brackets (but not the  
189 audio/visual equipment); garage door openers and remote controls; installed security systems; central vacuum systems  
190 and accessories; in-ground sprinkler systems and component parts; built-in appliances; ceiling fans; fences; in-ground  
191 pet containment systems (but not the collars); storage buildings on permanent foundations and docks/piers on  
192 permanent foundations. A "Fixture" does not include trade fixtures owned by tenants of the Property.

193 **CAUTION: Exclude fixtures not owned by Seller such as rented fixtures and tenant's trade fixtures.**

194 ■ **MATERIAL ADVERSE FACT:** A "Material Adverse Fact" means an Adverse Fact that a party indicates is of such  
195 significance, or that is generally recognized by a competent licensee as being of such significance to a reasonable  
196 party, that it affects or would affect the party's decision to enter into a contract or agreement concerning a transaction or  
197 affects or would affect the party's decision about the terms of such a contract or agreement.

198 ■ **PERSON ACTING ON BEHALF OF BUYER:** "Person Acting on Behalf of Buyer" shall mean any person joined in  
199 interest with buyer, or otherwise acting on behalf of buyer, including but not limited to buyer's immediate family, agents,  
200 employees, directors, managers, members, officers, owners, partners, incorporators and organizers, as well as any and all  
201 corporations, partnerships, limited liability companies, trusts or other entities created or controlled by, affiliated with or  
202 owned by buyer, in whole or in part whether created before or after expiration of this Listing.

203 ■ **PROPERTY:** Unless otherwise stated, "Property" means the real estate described at lines 2-4.

204 ■ **PROTECTED BUYER:** Means a buyer who personally, or through any Person Acting on Behalf of Buyer, during the term of  
205 this Listing:

- 206 1) Delivers to Seller or the Firm or its agents a written offer to purchase, exchange or option on the Property;
- 207 2) Views the Property with Seller or negotiates directly with Seller by communicating with Seller regarding any potential  
208 terms upon which the buyer might acquire an interest in the Property; or
- 209 3) Attends an individual showing of the Property or communicates with agents of the Firm or cooperating firms regarding  
210 any potential terms upon which the buyer might acquire an interest in the Property, but only if the Firm or its agents  
211 deliver the buyer's name to Seller, in writing, no later than three days after the earlier of expiration or termination (lines  
212 301-311) of the Listing. The requirement in 3), to deliver the buyer's name to Seller in writing, may be fulfilled as  
213 follows:
  - 214 a) If the Listing is effective only as to certain individuals who are identified in the Listing, by the identification of the  
215 individuals in the Listing; or,
  - 216 b) If a buyer has requested that the buyer's identity remain confidential, by delivery of a written notice identifying the  
217 firm or agents with whom the buyer negotiated and the date(s) of any individual showings or other negotiations.

218 A Protected Buyer also includes any Person Acting on Behalf of Buyer joined in interest with or otherwise acting on  
219 behalf of a Protected Buyer, who acquires an interest in the Property during the extension of listing period as noted on  
220 lines 298-302.

221 **SELLER DISCLOSURE REPORT** Seller agrees to complete the disclosure report provided by the Firm to the best of  
222 Seller's knowledge. Seller agrees to amend the report should Seller learn of any Defect(s) after completion of the report  
223 but before acceptance of a buyer's offer to purchase. Seller authorizes the Firm and its agents to distribute the report to  
224 all interested parties and their agents inquiring about the Property. Seller acknowledges that the Firm and its agents  
225 have a duty to disclose all Material Adverse Facts as required by law.

226 **SELLER REPRESENTATIONS REGARDING DEFECTS** Seller represents to the Firm that as of the date of this Listing,  
227 Seller has no notice or knowledge of any Defects affecting the Property other than those noted on Seller's disclosure  
228 report or written response.

229 **WARNING: IF SELLER REPRESENTATIONS ARE INCORRECT OR INCOMPLETE, SELLER MAY BE LIABLE FOR**  
230 **DAMAGES AND COSTS.**

231 **SELLER COOPERATION WITH MARKETING EFFORTS** Seller agrees to cooperate with the Firm in the Firm's  
232 marketing efforts and to provide the Firm with all records, documents and other material in Seller's possession or control  
233 which are required in connection with the sale. Seller authorizes the Firm to do those acts reasonably necessary to  
234 effect a sale and Seller agrees to cooperate fully with these efforts which may include use of a multiple listing service,  
235 Internet advertising or a lockbox system at the Property. Seller shall promptly refer all persons making inquiries  
236 concerning the Property to the Firm and notify the Firm in writing of any potential buyers with whom Seller negotiates or  
237 who view the Property with Seller during the term of this Listing.

238 **COOPERATION, ACCESS TO PROPERTY OR OFFER PRESENTATION** The parties agree that the Firm and its  
239 agents will work and cooperate with other firms in marketing the Property, including firms acting as subagents (other  
240 firms engaged by the Firm - see lines 132-136) and firms representing buyers. Cooperation includes providing access to  
241 the Property for showing purposes and presenting offers and other proposals from these firms to Seller. Note any firms  
242 with whom the Firm shall not cooperate, any firms or agents or buyers who shall not be allowed to attend showings, and  
243 the specific terms of offers which should not be submitted to Seller: -----  
244 \_\_\_\_\_

245 **EXCLUSIONS** All persons who may acquire an interest in the Property who are Protected Buyers under a prior listing  
246 contract are excluded from this Listing to the extent of the prior firm's legal rights, unless otherwise agreed to in writing.  
247 Within seven days of the date of this Listing, Seller agrees to deliver to the Firm a written list of all such Protected Buyers.  
248 **NOTE: If Seller fails to timely deliver this list to the Firm, Seller may be liable to the Firm for damages and costs.**  
249 The following other buyers -----  
250 \_\_\_\_\_

251 [INSERT DATE]. These other buyers are no longer excluded from this Listing until 20200311  
252 the specified date, Seller has either accepted a written offer from the buyer or sold the Property to the buyer.

253 **DELIVERY OF DOCUMENTS AND WRITTEN NOTICES** Unless otherwise stated in this Listing, delivery of  
254 documents and written notices to a party shall be effective only when accomplished by one of the methods specified at  
255 lines 256-275.

256 (1) **Personal Delivery:** giving the document or written notice personally to the party, or the party's recipient for delivery if  
257 named at line 258 or 259.

258 Seller's recipient for delivery (optional): Ramona Flanigan, City Administrator

259 Firm's recipient for delivery (optional): Paula Carrier

260  (2) **Fax:** fax transmission of the document or written notice to the following telephone number:  
261 Seller: ( \_\_\_\_\_ ) \_\_\_\_\_ Firm: ( \_\_\_\_\_ ) \_\_\_\_\_

262  (3) **Commercial Delivery:** depositing the document or written notice fees prepaid or charged to an account with a  
263 commercial delivery service, addressed either to the party, or to the party's recipient for delivery if named at line 258 or  
264 259, for delivery to the party's delivery address at line 268 or 269.

265  (4) **U.S. Mail:** depositing the document or written notice postage prepaid in the U.S. Mail, addressed either to the  
266 party, or to the party's recipient for delivery if named at line 258 or 259 for delivery to the party's delivery address at line  
267 268 or 269.

268 Delivery address for Seller: \_\_\_\_\_

269 Delivery address for Firm: \_\_\_\_\_

270  (5) **E-Mail:** electronically transmitting the document or written notice to the party's e-mail address, if given below at  
271 line 274 or 275. If this is a consumer transaction where the property being purchased or the sale proceeds are used  
272 primarily for personal, family or household purposes, each consumer providing an e-mail address below has first  
273 consented electronically as required by federal law.

274 E-Mail address for Seller: rflanigan@cityofedgerton.com

275 E-Mail address for Firm: paula53534@aol.com

276 **NON-DISCRIMINATION** Seller and the Firm and its agents agree that they will not discriminate against any  
 277 prospective buyer on account of race, color, sex, sexual orientation as defined in Wisconsin Statutes, Section  
 278 111.32 (13m), disability, religion, national origin, marital status, lawful source of income, age, ancestry, family  
 279 status, status as a victim of domestic abuse, sexual assault, or stalking, or in any other unlawful manner.

280 **EARNEST MONEY** If the Firm holds trust funds in connection with the transaction, they shall be retained by the Firm in the  
 281 Firm's trust account. The Firm may refuse to hold earnest money or other trust funds. Should the Firm hold the earnest money,  
 282 the Firm shall hold and disburse the earnest money funds in accordance with Wis. Stat. Ch. 452 and Wis. Admin. Code  
 283 Ch. REEB 18. If the transaction fails to close and the Seller requests and receives the earnest money as the total  
 284 liquidated damages, then upon disbursement to Seller, the earnest money shall be paid first to reimburse the Firm for cash  
 285 advances made by the Firm on behalf of Seller and one half of the balance, but not in excess of the agreed commission, shall  
 286 be paid to the Firm as full commission in connection with said purchase transaction and the balance shall belong to Seller. This  
 287 payment to the Firm shall not terminate this Listing.

288 **OPEN HOUSE AND SHOWING RESPONSIBILITIES** Seller is aware that there is a potential risk of injury, damage  
 289 and/or theft involving persons attending an "individual showing" or an "open house." Seller accepts responsibility for  
 290 preparing the Property to minimize the likelihood of injury, damage and/or loss of personal property. Seller agrees to  
 291 hold the Firm and its agents harmless for any losses or liability resulting from personal injury, property damage, or theft  
 292 occurring during "individual showings" or "open houses" other than those caused by the negligence or intentional  
 293 wrongdoing of the Firm or its agents. Seller acknowledges that individual showings and open houses may be conducted  
 294 by licensees other than the Firm, that appraisers and inspectors may conduct appraisals and inspections without being  
 295 accompanied by agents of the Firm or other licensees, and that buyers or licensees may be present at all inspections  
 296 and testing and may photograph or videotape Property unless otherwise provided for in additional provisions at lines  
 297 320-331 or in an addendum per lines 332-337.

298 **EXTENSION OF LISTING** The Listing term is extended for a period of one year as to any Protected Buyer. Upon  
 299 receipt of a written request from Seller or a firm that has listed the Property, the Firm agrees to promptly deliver to Seller  
 300 a written list of those buyers known by the Firm and its agents to whom the extension period applies. Should this Listing  
 301 be terminated by Seller prior to the expiration of the term stated in this Listing, this Listing shall be extended for  
 302 Protected Buyers, on the same terms, for one year after the Listing is terminated (lines 303-311).

303 **TERMINATION OF LISTING** Neither Seller nor the Firm has the legal right to unilaterally terminate this Listing absent a  
 304 material breach of contract by the other party. Seller understands that the parties to the Listing are Seller and the Firm.  
 305 Agents for the Firm do not have the authority to enter into a mutual agreement to terminate the Listing, amend the  
 306 commission amount or shorten the term of this Listing, without the written consent of the agent(s)' supervising broker. Seller  
 307 and the Firm agree that any termination of this Listing by either party before the date stated on line 339 shall be  
 308 effective by the Seller only if stated in writing and delivered to the Firm in accordance with lines 253-275 and effective  
 309 by the Firm only if stated in writing by the supervising broker and delivered to Seller in accordance with lines 253-275.

310 **CAUTION: Early termination of this Listing may be a breach of contract, causing the terminating party to**  
 311 **potentially be liable for damages.**

312 **DISPUTE RESOLUTION** The Parties understand that if there is a dispute about this Listing or an alleged breach, and  
 313 the parties cannot resolve the dispute by mutual agreement, the parties may consider judicial resolution in court or may  
 314 consider alternative dispute resolution. Alternative dispute resolution may include mediation and binding  
 315 arbitration. Should the parties desire to submit any potential dispute to alternative dispute resolution, it is recommended  
 316 that the parties add such in Additional Provisions or in an Addendum.

317 **NOTICE ABOUT SEX OFFENDER REGISTRY** You may obtain information about the sex offender registry and  
 318 persons registered with the registry by contacting the Wisconsin Department of Corrections on the Internet at  
 319 <http://www.doc.wi.gov> or by telephone at (608)240-5830.

320 **ADDITIONAL PROVISIONS** Terms of current lease with current tenant as follows: \$1000 per  
321 month until 9/1/20, then \$1100 until 8/31/21, then \$1200 afterwards. Lease expires  
322 8/31/22. Tenant responsible for all shoveling/plowing/mowing, utilities and general  
323 maintenance during tenancy.

324 \_\_\_\_\_  
325 \_\_\_\_\_  
326 \_\_\_\_\_  
327 \_\_\_\_\_  
328 \_\_\_\_\_  
329 \_\_\_\_\_  
330 \_\_\_\_\_  
331 \_\_\_\_\_

332 **ADDENDA** The attached addenda Seller Disclosure report, Addendum D, List of improvements.

333 \_\_\_\_\_  
334 \_\_\_\_\_  
335 \_\_\_\_\_  
336 \_\_\_\_\_  
337 \_\_\_\_\_

338 **TERM OF THE CONTRACT** From the 20th day of March, 2020, is/are made part of this Listing.  
339 up to the earlier of midnight of the 20th day of September, 2020, or the  
340 conveyance of the entire Property.

341 **BY SIGNING BELOW, SELLER ACKNOWLEDGES RECEIPT OF A COPY OF THIS LISTING CONTRACT AND**  
342 **THAT HE/SHE HAS READ ALL 7 PAGES AS WELL AS ANY ADDENDA AND ANY OTHER DOCUMENTS**  
343 **INCORPORATED INTO THE LISTING.**

344 All persons signing below on behalf of a Seller Entity represent that they have legal authority to sign for and bind the Entity.

345 City of Edgerton  
346 Seller Entity Name (if any) Print Name ▲

347 (x) \_\_\_\_\_  
348 Authorized Signature ▲ Date ▲  
349 Print Name & Title }

350 \_\_\_\_\_  
351 Seller Entity Name (if any) ▲

352 (x) \_\_\_\_\_  
353 Authorized Signature ▲ Date ▲  
354 Print Name & Title }

355 (x) \_\_\_\_\_  
356 Seller's Signature ▲ Print Name } Date ▲

357 (x) \_\_\_\_\_  
358 Seller's Signature ▲ Print Name } Date ▲

359 (x) \_\_\_\_\_  
360 Seller's Signature ▲ Print Name } Date ▲

361 (x) \_\_\_\_\_  
362 Seller's Signature ▲ Print Name } Date ▲

363 Best Realty of Edgerton, Ltd  
364 Firm Name ▲

365 (x) \_\_\_\_\_  
366 Agent's Signature ▲ Print Name } Paula Carrier Date ▲