

**NOVEMBER 18, 2019 FINANCE COMMITTEE MEETING MINUTES  
CITY OF EDGERTON**

Candy Davis called the meeting to order at 6:45 p.m.

Present: David Esau, Candy Davis, and Sarah Braun.

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

City Clerk-Treasurer Hegglund confirmed the meeting agendas were properly posted on Friday, November 15th at the Post Office, Edgerton Library and City Hall.

**APPROVE MINUTES:** A Candy Davis/Sarah Braun motion to approve the minutes from the November 4, 2019 Finance Committee meeting passed, all voted in favor.

**CHANGE ORDER:** A Candy Davis/Sarah Braun motion to approve change order #1 from Robinson Brothers Environmental, Inc for the demolition project at 407 N Main St for an increase of \$624.73 to the project passed on a 3/0 roll call vote.

**PAY REQUEST:** A Candy Davis/David Esau motion to approve pay request #1 from Robinson Brothers Environmental, Inc for the demolition project at 407 N Main St in the amount of \$135,024.73 passed on a 3/0 roll call vote.

**BILLS AND PAYROLL:** A Candy Davis/Sarah Braun motion to approve bills and payroll in the amount of \$395,757.07 passed on a 3/0 roll call vote.

**PUBLIC EVENT PACKET:** A Sarah Braun/David Esau motion to approve the public event packet for Home for the Holidays and waive the fees passed on a 3/0 roll call vote.

**DEPOT SUBLEASE:** Sarah Braun recused herself for the table because she is the potential tenant subleasing the Depot.

Ramona Flanigan stated the Edgerton Area Chamber of Commerce added language to the new sublease contract for the Depot to require a security deposit. She provided the Committee with wording of what a security deposit can and cannot cover and asked if the Committee wishes to include this wording in the sublease. After some discussion, the remaining Committee members felt the language should be included in the lease to protect both parties.

A Candy Davis/David Esau motion to approve the Edgerton Area Chamber of Commerce sublease of the Depot and include the definition of security deposit use passed on a 2/0 roll call vote. Sarah Braun abstained from the vote.

**LIBRARY CARPET AND FLOORING BID:** Candy Davis noted the Library Director is requesting approval of the higher bid for carpet and flooring. She has reservations not approving the low bid even with the recommendation.

Library Director Almo requested approving the higher bid because this company installed flooring in the past, caused little disruption during open hours, and are more familiar with the flooring issues. The overall high bid was lower on the carpet costs but higher on the flooring repair costs making the total higher. The difference between the two bids is \$482.

David Esau stated he is aware of the carpet replacement area by the computer stations and noted they did good work. He would have no problem approving the higher bid.

Again, Candy Davis stated unless we know of something glaringly different or there is good justification, she cannot support taking the higher bid.

Sarah Braun stated the flooring repair costs are what makes the bid higher. She also thought they may be more familiar with the issues and may be aware of more repairs than what the other bidder is.

A Candy Davis/Sarah Braun motion to approve the low bid from Halverson Carpet Center for the library carpet and flooring repairs in the amount of \$3,580 passed on a 3/0 roll call vote.

**PURCHASE OF DPW SNOWBLOWER:** City Administrator Flanigan stated staff gathered three bids for the purchase of an Ariens snowblower. This is budgeted in the 2020 budget but given the early snowfall, staff has requested the purchase in 2019.

The lowest bid of \$571.20 is from Hights Mobile Maintenance, Fitchburg. The price does not include delivery. The next lowest cost of \$606 is from Burns Full Service, Edgerton. Factoring in delivery fees or cost of pick up, buying locally is more feasible. In addition, if there is a need for warrantee work it is also local.

A Sarah Braun/David Esau motion to approve the purchase of an Ariens snowblower in 2019 and purchase it from Burns Full Service in the amount of \$606 passed on a 3/0 roll call vote.

**DISALLOWNACE OF CLAIM:** City Administrator Flanigan stated there was a claim filed regarding an underground fence that was damaged during the sidewalk replacement project. The insurance company has denied the claim and requests the Council disallow the claim reducing the appeal time.

A Candy Davis/David Esau motion to approve the disallowance of claim for Koby Wellnitz passed on a 3/0 roll call vote.

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

Cindy Hegglund, City Clerk-Treasurer  
Adopted December 2, 2019