

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

Monday, March 2, 2020 at 7:00 p.m.

1. Call to order; Roll call
2. Pledge of Allegiance.
3. Confirmation of appropriate meeting notice posted on Friday, February 28, 2020.
4. Council acceptance of agenda.
5. Personal appearances for non-agenda items limited to 3 minutes.
 - A. The public will be allowed to speak on agenda items during the meeting.
6. Minutes:
 - A. Consider approval of minutes from February 17, 2020 Council meeting.
7. Committee Reports:
 - A. Finance Committee:
 1. Consider approval of bills and payroll vouchers.
 2. Consider approval of licenses.
 3. Consider quotes for backstop in Racetrack Park.
 4. Consider quotes for grinding existing compost pile.
 5. Consider quotes for interior painting at police station.
 6. Consider realtor's RFPs for advertising Veteran's Memorial Building.
 - B. Tourism Board:
 1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meetings.
 - C. Public Works:
 1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meetings.
 - D. Public Safety:
 1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meetings.
8. Mayor, alderperson and staff reports.
9. 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.

**FEBRUARY 17, 2020 COMMON COUNCIL MEETING MINUTES
CITY OF EDGERTON**

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

Present: David Esau, Candy Davis, Anne Radtke and Jim Burdick

Excused: Sarah Braun and Debbie Olson

Others Present: City Administrator Ramona Flanigan, City Clerk/Treasurer Cindy Hegglund, Utility Director Randy Oren, Municipal Services Director Howard Moser, Police Chief Bob Kowalski, Edgerton Reporter and a few citizens.

Hegglund confirmed the meeting agendas were properly posted on Friday, February 14, 2020 at the Post Office, Edgerton Library, and City Hall.

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

MINUTES: A Candy Davis/Jim Burdick motion to approve the minutes from the February 3, 2020 Common Council meeting passed, all voted in favor.

COMMITTEE REPORTS:

Finance Committee: A Candy Davis/David Esau motion to approve the bills and payroll list in the amount of \$3,184,609.26 passed on a 4/0 roll call vote.

A Candy Davis/David Esau motion to approve a Temporary Class "B" License to the Edgerton FFA Alumni for March 7, 2020 passed on a 4/0 roll call vote.

A Candy Davis/David Esau motion to approve the addendum to the Cedar Corp agreement for the west side Industrial Park pond design passed on a 4/0 roll call vote.

A Candy Davis/David Esau motion to approve the addendum to the Cedar Corp agreement for the Henderson St resurfacing design passed on a 4/0 roll call vote.

A Candy Davis/David Esau motion to approve the bid from Champion Showers and Flooring in the amount of \$1,445.77 for the Racetrack Park fireplace shelter repair passed on a 4/0 roll call vote.

A Candy Davis/David Esau motion to approve the purchase of a scoreboard at Racetrack Park in the amount of \$1,418.75 using the Racetrack Park ad funds passed on a 4/0 roll call vote.

A Candy Davis/David Esau motion to approve the City Attorney contract with Murphy Desmond passed on a 4/0 roll call vote.

A Candy Davis/David Esau motion to approve charging TIF #5 interest in the amount of \$11,064.90 on the advance from the General Fund passed on a 4/0 roll call vote.

TIF 5 AFFORDABLE HOUSING EXTENSION: Flanigan reported the state legislature passed a law allowing municipalities to extend a TID's life by one year to provide funding for affordable housing. The Business Park TIF (#5) will close April 15, 2020. Staff is recommending the TIF be extended and the funds be used for affordable housing efforts. The extension would produce approximately \$300,000. The Council was given examples from other communities on ways the funds could be utilized. The Affordable Housing Extension allows the funds to be used anywhere in the city, not just within the TIF#5 boundary.

A Candy Davis/Anne Radtke motion to direct the Finance Committee to develop policies and program procedures to establish an affordable housing program passed on a 4/0 roll call vote.

STAFF REPORTS: Flanigan reported to Council the upcoming public meeting regarding the S. Main St construction. The meeting will take place on March 19, 2020 at the Edgerton Public Library. Letters were mailed to all the residents on S. Main St informing them of the meeting date and time.

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

Cindy Hegglund/wl
City Clerk-Treasurer
Adopted March 2, 2020

Memo

To: Common Council
From: Staff
Date: 2/28/2020
Re: March 2, 2020 Meeting

FOR FINANCE COMMITTEE

Realtor RFPs for Veterans' Building: Please recall the council directed staff to request proposals for realtor services for the Veterans' Building sale. We received two proposals.

Each of the respondents indicated that they would be willing to co-list with each other. In that case, the two firms would share the fee. Even if, after reviewing the proposals, you are inclined to pursue the co-listing, please complete the evaluation as described below in the event the committee as a whole does not wish to pursue a co-listing.

Attached are the criteria included in the draft RFP that was reviewed by the Council; the proposals; and a grid for you to use in your evaluation. The firms were asked to submit their proposals in two pieces: their qualifications and the fees. The quality based selection process should be completed by rating each firm by their qualifications and, upon completing that step, then considering the fees. This process is intentionally established to not have fees overly influence the reviewer. Fees information will be provided at the March 2 Finance meeting so you do not have to rate the fees at this time.

Please bring your ratings for non-fee criteria to the March 2 Finance meeting. When scoring, keep in mind this is a rating not a ranking (so you could give the same score to both firms for any one criteria). The scale is 1-5 with 5 being the best.

Backstop purchase: The 2020 Parks and Playground Capital Improvement budget includes funding for the purchase of a backstop for the new Gregory Field in the amount of \$3,500. Staff has contacted three vendors and received the following quotes: Memphis Net & Twine-\$2,935.64, Sports Facilities Group - \$3,163.15 and Anthem Sports - \$3,495.95. Staff recommends purchasing the backstop from Memphis Net & Twine for \$2,935.64.

Compost Pile Grinding: Staff has been exploring options for the removal or utilization of the compost/brush piles located at Fassett Cemetery. In addition, Staff is exploring alternative methods for brush and leaf collection in order to avoid the stockpiling of material in the future.

In the past the piles created by the brush and bulk leaf collection programs have been burned by the City. This option is not recommended as the smoke has been problematic to residents and businesses. Staff contacted the Wisconsin Department of Natural Resources regarding open burning and were told that municipalities are not allowed to burn leaves. The City could obtain a wood burning permit for brush larger than 6 inches in diameter. The majority of collected brush is smaller than 6 inches in diameter.

Staff contacted several vendors and received four proposals to grind the existing leaf and brush piles. Atlas Custom Grinding, PO Box 163 Somers, WI 53171 is the lowest responsible bidder based on estimated completion time as seen in the table below:

VENDOR	COST
Atlas Custom Grinding	\$7,200.00
Bucklins	\$22,400.00
Gifford	\$31,500.00
Clark Companies	\$42,500.00

Staff also met with Tim Clark who currently leases the farm located next to Fassett Cemetery to discuss the possible utilization of the grindings. Mr. Clark is interested in using the ground leaves as fertilizer on the farm and expressed interest in using the woodchips as well. This use would alleviate the need for trucking since the ground material would be used on site.

The Public Works Committee recommended awarding the contract for grinding of the compost and brush piles to Atlas Custom Grinding, PO Box 163, Somers, WI 53171 in the not to exceed amount of \$15,000.00. Funding for this contract will come from 2019 surplus in Fund 206 Refuse Collection.