

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

Monday, December 2, 2019 at 6:30 p.m.

1. Call to order; Roll call
2. Confirmation of appropriate meeting notice posted on Wednesday, November 27, 2019.
3. Consider Approval of November 18, 2019 Minutes.
4. Consider approval of bills and payroll vouchers.
5. Consider approval of licenses.
6. Consider amended building inspection fees.
7. Consider approval of building inspection contract with General Engineering.
8. Consider sale of plow wing to highest bidder.
9. Consider "Parking for Food" for the months of December and January to assist Edgerton Food Pantry.
10. Consider recommendation of City of Edgerton Ordinance 19-12: To Amend Section 29.04 "Licenses Required for Dogs and Cats" to increase licensing fees.
11. Finance Director's report.
12. Project updates.
13. 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.

**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 Heggland, Utility Director Randy Oren, Police Chief Robert Kowalski, Library Director Kirsten Almo and a few citizens.

City Clerk-Treasurer Heggland 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

## Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice.Invoice Date = 11/29/2019

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
<b>10016200</b>								
3401 c	OSTHOFF RESORT	2020	2020 TREASURER'S CONFERENCE HOTEL	11/29/2019	112.50	.00		
4667 c	CHULA VISTA RESORT	2020	2020 CLERK'S CONFERENCE	11/29/2019	144.81	.00		
Total 10016200:					257.31	.00		
<b>10051100340</b>								
231 ch	EDGERTON REPORTER CO INC	6843	VET'S SIGNATURE PAGE - CITY COUNCIL	11/29/2019	19.00	.00		
4260 c	US BANK PROCUREMENT CAR	11/15/19	LUNCH - LIGHTS OF CENTRAL PARK VOLUN	11/29/2019	35.17	.00		
Total 10051100340:					54.17	.00		
<b>10051300210</b>								
2936 c	MURPHY DESMOND LAWYERS	8094508	OCT 19 ATTORNEY RETAINER	11/29/2019	2,125.00	.00		
Total 10051300210:					2,125.00	.00		
<b>10051320210</b>								
2936 c	MURPHY DESMOND LAWYERS	8094506	OCT 19 PROSECUTOR SERVICES - RETAINE	11/29/2019	633.53	.00		
2936 c	MURPHY DESMOND LAWYERS	8094507	OCT 19 PROSECUTOR SERVICES - HOURLY	11/29/2019	123.64	.00		
Total 10051320210:					757.17	.00		
<b>10051430320</b>								
231 ch	EDGERTON REPORTER CO INC	6666	10/7/19 COUNCIL MINUTES	11/29/2019	115.90	.00		
231 ch	EDGERTON REPORTER CO INC	6783	2020 PROPOSED BUDGET	11/29/2019	74.60	.00		
231 ch	EDGERTON REPORTER CO INC	6784	PROPOSED BUDGET - 2020	11/29/2019	71.86	.00		
231 ch	EDGERTON REPORTER CO INC	7208	11/4/19 COUNCIL MINUTES	11/29/2019	47.54	.00		
231 ch	EDGERTON REPORTER CO INC	7209	10/21/19 COUNCIL MINUTES	11/29/2019	71.30	.00		
Total 10051430320:					381.20	.00		
<b>10051440340</b>								
231 ch	EDGERTON REPORTER CO INC	7207	ELECTION NOTICE - SPRING 2020	11/29/2019	26.21	.00		
238 ch	ELECTION SYSTEMS & SOFTW	1102689	ELECTION MACHINE MAINTENANCE 1/1/20-	11/29/2019	200.00	.00		
4278 c	ELECTION SOURCE	1105534	EXPRESS VOTE MACHINES	11/29/2019	3,445.00	.00		
Total 10051440340:					3,671.21	.00		
<b>10051600210</b>								
568 ch	PROFESSIONAL PEST CONTRO	435238	PEST CONTROL - CITY HALL	11/29/2019	26.20	.00		
596 ch	ROBINSON'S MARKETING DIV I	25306	CLEANING THROUGH 11/15/19 - CITY HALL	11/29/2019	70.00	.00		
596 ch	ROBINSON'S MARKETING DIV I	25327	CLEANING THROUGH 11/22/19 - CITY HALL	11/29/2019	70.00	.00		
Total 10051600210:					166.20	.00		
<b>10051600225</b>								
3534 c	CHARTER COMMUNICATIONS	NOV 19	CITY HALL INTERNET	11/29/2019	42.50	.00		
Total 10051600225:					42.50	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
10052100210								
2936 c	MURPHY DESMOND LAWYERS	8094509	2020 WPPA CONTRACT NEGOTIATIONS	11/29/2019	1,672.14	.00		
	Total 10052100210:				1,672.14	.00		
10052100340								
3090 c	TV & RP UNIT	11/5/19	WISCONSIN DOT SUSPENSIONS (1)	11/29/2019	5.00	.00		
	Total 10052100340:				5.00	.00		
10052120210								
476 ch	EDGERTON HOSPITAL & HEALT	11/3/19	BLOOD DRAW-LARSON	11/29/2019	87.00	.00		
	Total 10052120210:				87.00	.00		
10052120225								
130 ch	US CELLULAR	0339498267	POLICE CELL PHONES	11/29/2019	187.30	.00		
	Total 10052120225:				187.30	.00		
10052120380								
3404 c	BURNS FULL SERVICE LLC	135585	HEADLIGHT INSTALL - POLICE SQUAD	11/29/2019	29.45	.00		
	Total 10052120380:				29.45	.00		
10052120385								
923 ch	KWIK TRIP	OCT 2019	OCT 2019 FUEL CHARGES - POLICE DEPT	11/29/2019	1,485.59	.00		
	Total 10052120385:				1,485.59	.00		
10052140330								
3463 c	ROCK CO SHERIFF'S DEPT	AR207157	PURSUIT TRAINING - CHILSON/COWDEN/DE	11/29/2019	500.00	.00		
	Total 10052140330:				500.00	.00		
10052150210								
568 ch	PROFESSIONAL PEST CONTRO	435238	PEST CONTROL - POLICE DEPT	11/29/2019	21.20	.00		
596 ch	ROBINSON'S MARKETING DIV I	25306	CLEANING THROUGH 11/15/19 - POLICE STA	11/29/2019	119.00	.00		
596 ch	ROBINSON'S MARKETING DIV I	25327	CLEANING THROUGH 11/22/19 - POLICE STA	11/29/2019	119.00	.00		
	Total 10052150210:				259.20	.00		
10052150221								
21 ch	ALLIANT ENERGY	NOV19535891	535891 ELECTRIC CHARGES	11/29/2019	415.01	.00		
	Total 10052150221:				415.01	.00		
10052150224								
21 ch	ALLIANT ENERGY	NOV19	939021 GAS CHARGES	11/29/2019	22.07	.00		
	Total 10052150224:				22.07	.00		
10052150225								
3534 c	CHARTER COMMUNICATIONS	NOV 19	POLICE DEPT INTERNET/PHONE CHARGES	11/29/2019	264.72	.00		
	Total 10052150225:				264.72	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
10052150340								
194 ch	DEEGAN'S HARDWARE INC	OCT 2019	OCT 2019 CHARGES - POLICE DEPT	11/29/2019	11.98	.00		
	Total 10052150340:				11.98	.00		
10052400210								
2584 c	GENERAL ENGINEERING COMP	OCT 2019	OCT 2019 BUILDING INSPECTIONS	11/29/2019	3,251.38	.00		
	Total 10052400210:				3,251.38	.00		
10053100210								
3883 c	ABSOLUTE MOBILE TESTING L	119-254	DRUG AND ALCOHOL TESTING - DPW	11/29/2019	77.50	.00		
	Total 10053100210:				77.50	.00		
10053100320								
231 ch	EDGERTON REPORTER CO INC	6663	WINTER PARKING AD	11/29/2019	26.65	.00		
	Total 10053100320:				26.65	.00		
10053100340								
118 ch	C & M PRINTING INC	68992	NO PARKING SIGNS	11/29/2019	304.56	.00		
	Total 10053100340:				304.56	.00		
10053230210								
568 ch	PROFESSIONAL PEST CONTRO	435238	PEST CONTROL - MUNI GARAGE	11/29/2019	21.20	.00		
	Total 10053230210:				21.20	.00		
10053230221								
21 ch	ALLIANT ENERGY	OCT 19 12937	129372 ELEELECTRIC CHARGES	11/29/2019	526.31	.00		
21 ch	ALLIANT ENERGY	OCT 19 37005	370054 ELECTRIC CHARGES	11/29/2019	106.18	.00		
	Total 10053230221:				632.49	.00		
10053230224								
21 ch	ALLIANT ENERGY	OCT 19 12937	129372 GAS CHARGES	11/29/2019	425.99	.00		
21 ch	ALLIANT ENERGY	OCT 19 37005	370054 GAS CHARGES	11/29/2019	144.78	.00		
	Total 10053230224:				570.77	.00		
10053230225								
3534 c	CHARTER COMMUNICATIONS	000011511011	DPW INTERNET	11/29/2019	32.49	.00		
	Total 10053230225:				32.49	.00		
10053230340								
194 ch	DEEGAN'S HARDWARE INC	OCT 2019	OCT 2019 CHARGES - MUNI GARAGE	11/29/2019	194.94	.00		
357 ch	JANESVILLE DOOR CO LTD	108340	TROLLEY OPERATOR - MUNI GARAGE	11/29/2019	1,147.00	.00		
4661 c	HADY ELECTRIC, INC	38726	REPAIR POWER ISSUES - MUNI GARAGE	11/29/2019	1,086.02	.00		
	Total 10053230340:				2,427.96	.00		
10053240340								
73 ch	BANDT COMMUNICATIONS INC	2019004001	REPLACED FRAYED MIC - LOADER	11/29/2019	242.82	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 10053240340:					242.82	.00		
<b>10053310370</b>								
4918 c	WAUKESHA LIME AND STONE	1648414	COLD MIX - ROAD REPAIRS	11/29/2019	3,411.87	.00		
Total 10053310370:					3,411.87	.00		
<b>10053310380</b>								
700 ch	LAKESIDE INTERNATIONAL TR	5076435	REPLACE COOLING SYSTEM TANK - TRUCK	11/29/2019	723.64	.00		
700 ch	LAKESIDE INTERNATIONAL TR	5126323P	GAUGE CLUSTER - TRUCK #6	11/29/2019	705.65	.00		
700 ch	LAKESIDE INTERNATIONAL TR	CM5126323P	BATTERY CORE RETURN	11/29/2019	375.00-	.00		
Total 10053310380:					1,054.29	.00		
<b>10053310390</b>								
28 ch	AMERICAN AWARDS & PROMO	47541	RACETRACK PARK MEMORIAL TREES	11/29/2019	88.91	.00		
194 ch	DEEGAN'S HARDWARE INC	OCT 2019	OCT 2019 CHARGES - TREE	11/29/2019	90.00	.00		
2858 c	BOBCAT OF JANESVILLE	02-144600	STUMP GRINDER - TREE PLANTING	11/29/2019	250.00	.00		
4874 c	PAUL'S TURF AND TREE	63635	REPLACEMENT RACETRACK PARK TRES	11/29/2019	380.00	.00		
Total 10053310390:					808.91	.00		
<b>10053318340</b>								
259 ch	FASTENAL COMPANY	WIJAN211416	ICE MELT	11/29/2019	599.40	.00		
500 ch	MORTON SALT, INC	5401954497	BULK SAFE-T SALT	11/29/2019	5,804.40	.00		
500 ch	MORTON SALT, INC	5401957631	BULK SAFE-T SALT	11/29/2019	1,899.57	.00		
3421 c	PRAIRIE AVENUE CONCRETE I	46877	TORPEDO SAND - SALT	11/29/2019	781.31	.00		
Total 10053318340:					9,084.68	.00		
<b>10053420221</b>								
21 ch	ALLIANT ENERGY	OCT 19 55521	555211 ELECTRIC CHARGES	11/29/2019	21.49	.00		
21 ch	ALLIANT ENERGY	OCT 19 83307	833074 ELECTRIC CHARGES	11/29/2019	4,739.96	.00		
Total 10053420221:					4,761.45	.00		
<b>10053430340</b>								
194 ch	DEEGAN'S HARDWARE INC	OCT 2019	SIDEWALK - 21 ALBION ST POWER WASHER	11/29/2019	45.00	.00		
Total 10053430340:					45.00	.00		
<b>10054910221</b>								
21 ch	ALLIANT ENERGY	OCT 19 17756	177564 ELECTRIC CHARGES	11/29/2019	18.64	.00		
Total 10054910221:					18.64	.00		
<b>10054910320</b>								
231 ch	EDGERTON REPORTER CO INC	6664	CEMETERY FLOWERS AD	11/29/2019	5.21	.00		
Total 10054910320:					5.21	.00		
<b>10054910340</b>								
2879 c	TEMPLE ALUMINUM FOUNDRY	0076135-IN	GRAVE MARKERS	11/29/2019	270.70	.00		
Total 10054910340:					270.70	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
<b>10055110210</b>								
568 ch	PROFESSIONAL PEST CONTRO	435238	PEST CONTROL - LIBRARY	11/29/2019	25.20	.00		
3883 c	ABSOLUTE MOBILE TESTING L	119-254	PRE-EMPLOYMENT TESTING - LIBRARY	11/29/2019	77.50	.00		
Total 10055110210:					102.70	.00		
<b>10055110340</b>								
194 ch	DEEGAN'S HARDWARE INC	OCT 2019	OCT 2019 CHARGES - LIBRARY	11/29/2019	31.98	.00		
Total 10055110340:					31.98	.00		
<b>10055140340</b>								
231 ch	EDGERTON REPORTER CO INC	6631	VET'S BUILDING PUBLIC SESSION 10/30	11/29/2019	50.00	.00		
231 ch	EDGERTON REPORTER CO INC	6721	VET'S BUILDING PUBLIC SESSION 10/30	11/29/2019	50.00	.00		
Total 10055140340:					100.00	.00		
<b>10055150210</b>								
568 ch	PROFESSIONAL PEST CONTRO	435239	PEST CONTROL - DEPOT	11/29/2019	40.00	.00		
Total 10055150210:					40.00	.00		
<b>10055200221</b>								
21 ch	ALLIANT ENERGY	OCT 19 41346	413465 ELECTRIC CHARGES	11/29/2019	22.56	.00		
21 ch	ALLIANT ENERGY	OCT 19 56315	563154 ELECTRIC CHARGES	11/29/2019	85.67	.00		
Total 10055200221:					108.23	.00		
<b>10055200340</b>								
194 ch	DEEGAN'S HARDWARE INC	OCT 2019	OCT 2019 CHARGES - PARKS	11/29/2019	220.50	.00		
568 ch	PROFESSIONAL PEST CONTRO	435366	PEST CONTROL - RACETRACK PARK	11/29/2019	40.00	.00		
2433 c	AMAZON.COM LLC	4213038	TREE DEER REPELLENT	11/29/2019	80.27	.00		
4862 c	ACE PORTABLES	33312	PUMP OUT PORT-A-POTTY AT FISH POND	11/29/2019	40.00	.00		
4946 c	PIEPER POWER	738474	REPLACE (5) WALL PACKS AND (1) POLE FIX	11/29/2019	2,615.00	.00		
Total 10055200340:					2,995.77	.00		
<b>10055420210</b>								
568 ch	PROFESSIONAL PEST CONTRO	435238	PEST CONTROL - POOL	11/29/2019	21.20	.00		
Total 10055420210:					21.20	.00		
<b>20653630297</b>								
4457 c	WASTE MANAGEMENT OF WI-M	5750077-2766-	OCT 2019 GARBAGE/RECYCLING FEE	11/29/2019	20,743.94	.00		
Total 20653630297:					20,743.94	.00		
<b>40057437820</b>								
118 ch	C & M PRINTING INC	68947	HOME FOR THE HOLIDAYS POSTERS	11/29/2019	25.00	.00		
118 ch	C & M PRINTING INC	68992	NO PARKING SIGNS - HOLIDAY	11/29/2019	19.44	.00		
541 ch	OUTPATIENT ENTRANCE GRAP	11/21/19	GRAND MARSHAL SIGNS - HOLIDAY PARAD	11/29/2019	80.00	.00		
1009 c	FARM & FLEET CO	11/16/19	FLOOD LIGHTS - LIGHTS OF CENTRAL PARK	11/29/2019	103.87	.00		
4449 c	CHRISTMAS DONE BRIGHT	SO-070063	HOLIDAY DECORATIONS - IN MEMORY OF B	11/29/2019	1,036.30	.00		
4449 c	CHRISTMAS DONE BRIGHT	SO-070097	HOLIDAY DECORATIONS - REITZ DENTAL	11/29/2019	1,001.90	.00		
4703 c	TROPHY DEPOT, INC	11/21/19	HOLIDAY PARADE - TROPHIES	11/29/2019	41.37	.00		
4885 c	THRONDSEN LETTERING	242	GRAND MARSHAL SASH	11/29/2019	20.00	.00		
5007 c	POSTERMYWALL	1541475	HOME FOR THE HOLIDAYS SPONSORSHIP	11/29/2019	7.99	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
5007 c	POSTERMYWALL	1549424	HOME FOR THE HOLIDAYS SPONSORSHIP	11/29/2019	7.99	.00		
Total 40057437820:					2,343.86	.00		
Grand Totals:					65,930.47	.00		

Total General Fund Vouchers: \$65,930.47

Total Payroll Check Date 11/22/19: \$71,217.32

GRAND TOTAL OF GENERAL FUND: \$137,147.79

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.Invoice Date = 11/29/2019

# Memo

**To:** Common Council  
**From:** Staff  
**Date:** 11/26/2019  
**Re:** December 2, 2019 Meeting

---

**General Engineering Building Inspection Permit Fees:** The attached schedule describes General Engineering's (the city's current building inspection service provider) proposed 2020 fee schedule for building permit services. The City last increased fees in 2016. General Engineering is the inspector in about 215 municipalities across the state, including the following nearby municipalities: Town of Sumner, Town of Harmony, Town of Fulton, Rockdale, Town of Milton, City of Milton for commercial buildings and cross connection, Village of Brooklyn, Village of Bellville, Village of McFarland, and Town of Cottage Grove. General Engineering's fee schedule is the same in all of their communities.

**General Engineering Contract:** General Engineering proposes to update their contract for services. Our base contract is from 2008. The proposed contract is attached.

**Ordinance 19-11 Building Regulations:** The Wisconsin Department of Safety and Professional Services has experienced staffing reductions and in turn, offered municipalities to apply for small commercial building inspection rights. Staff has applied for this delegation to avoid lengthy wait times for building plan approval through the State. General Engineering is staffed with inspectors certified for commercial construction and commercial electrical to assist the City.

Part of the application process involved re-writing the City's Building Regulations to comply with the State's requirements. The City received approval of both the amended ordinance and the application for delegating the commercial inspection authority. On the Council agenda is consideration for adopting the approved Building Regulation ordinance. (A clean and marked up version of the ordinance is in your packet)

**Ordinance 19-12 Dog and Cat License Fees:** Dane County has increased their dog license fees by \$5.00 for 2020. Currently the City's fees are \$2.25 more than the County's so an increase is needed. The last time fees were increase was 2012.

Staff also reviewed the Rock County fees and recommends they be increase also. The fees are \$2.00 more than Rock County's fees and do not cover the cost of staff time to process, report and pay the County. Fees for Rock County have not been increased for more than 20 years.

GENERAL ENGINEERING COMPANY BUILDING INSPECTION FEE SCHEDULE			
BUILDING PERMITS	GEC FEES 2019	GEC FEES 2020	Fees w/10% Municipal Markup
1) Residential Early Start	\$66.00	\$150.00	\$165.00
2) New Residential (includes garage, decks & basements) (mechanicals included)	\$0.23 per sq. ft. Min. \$660.00	\$0.25 per sq. ft. (Min. Fee \$700.00)	\$0.28 per sq. ft. (Min. Fee \$770.00)
3) Manufactured & HUD Dwellings (plus mechanical costs)	\$330.00 plus \$0.23 per sq. ft. For basements, attached garages and decks	\$350.00 plus \$0.25 per sq. ft. for basements, attached garage and decks	\$385.00 plus \$0.28 per sq. ft. for basements, attached garage and decks
4) Camping Units	N/A	\$250.00 (Includes State Insignia) + Mechanical Costs	\$275.00 (Includes State Insignia) + Mechanical Costs
5) State Seal	\$35.00	\$35.00	\$35.00
6) Residential Additions	\$0.23 per sq. ft. (Min. Fee \$165.00) Includes mechanical costs	\$0.25 per sq. ft. (Min. Fee \$175.00) + Mechanical Costs	\$0.28 per sq. ft. (Min. Fee \$193.00) + Mechanical Costs
7) Residential Remodels & Alterations	\$0.23 per sq. ft. Min. \$110.00	\$0.25 per sq. ft. (Min. Fee \$116.00) + Mechanical Costs	\$0.28 per sq. ft. (Min. Fee \$128.00) + Mechanical Costs
8) Residential Electrical (Including Service Upgrade)	\$99.00	\$125.00	\$138.00
9) Residential Plumbing	\$88.00	\$95.00	\$105.00
10) Residential HVAC	\$88.00	\$95.00	\$105.00
11) In Ground Pools	\$192.50	\$250.00	\$275.00
12) Detached Garage or Sheds/Accessory Buildings (> 100 sq. ft.)	\$88.00 Includes electrical unless new service	\$0.15 per sq. ft. (Min. Fee \$150.00) + Mechanical Costs	\$0.17 per sq. ft. (Min. Fee \$165.00) + Mechanical Costs
15) Decks	\$0.55 per sq. ft. Min. \$110.00	\$0.58 per sq. ft. (Min. Fee \$116.00)	\$0.64 per sq. ft. (Min. Fee \$128.00)
16) New One & Two Family Erosion Control	\$88.00	\$95.00	\$105.00
17) Residential Additions Erosion Control	\$55.00	\$60.00	\$66.00
18) Raze/Demo	N/A	N/A	\$10.00
19) Preliminary Inspection for Relocation of Structure	\$275.00	\$290.00	\$319.00
20) Commercial Early Start	\$165.00	\$175.00	\$193.00

**GENERAL ENGINEERING COMPANY  
BUILDING INSPECTION FEE SCHEDULE**

<b>BUILDING PERMITS</b>	<b>GEC FEES 2019</b>		<b>GEC FEES 2020</b>		<b>Fees w/10% Municipal Markup</b>	
	Construction	\$0.13 per sq. ft. Min. Fee \$82.50	Construction	\$0.15 per sq. ft. (Min. Fee \$150.00)	Construction	\$0.17 per sq. ft. (Min. Fee \$165.00)
21) Commercial New Construction & Additions: Multi-Family (3 family or more), Restaurants, Motels, Offices, CBRF, Taverns, Mercantile, Assembly Halls, Manufacturing and Industrial, Schools, Hospitals, Institutional, and Vehicle Repair and Storage, etc.	Electrical Plumbing HVAC	\$0.05 per sq. ft. \$0.05 per sq. ft. \$0.04 per sq. ft.	Electrical Plumbing HVAC	\$0.06 per sq. ft. \$0.06 per sq. ft. \$0.05 per sq. ft.	Electrical Plumbing HVAC	\$0.07 per sq. ft. \$0.07 per sq. ft. \$0.06 per sq. ft.
22) Minimum Commercial Plumbing or Minimum Commercial HVAC Fee	\$88.00		\$100.00		\$110.00	
23) Minimum Commercial Electrical Fee	\$132.00		\$160.00		\$176.00	
24) Commercial Remodel	\$0.09 per sq. ft. Min. fee \$88.00 Mechanicals included		\$0.10 per sq. ft. (Min. Fee \$150.00) + Mechanical Costs		\$0.11 per sq. ft. (Min. Fee \$165.00) + Mechanical Costs	
25) Commercial New Construction, Additions or Remodel For Storage Buildings or Shell Buildings	\$0.08 per sq. ft. Min. fee \$88.00		\$0.09 per sq. ft. (Min. Fee \$150.00) + Mechanical Costs		\$0.10 per sq. ft. (Min. Fee \$165.00) + Mechanical Costs	
26) Commercial Erosion Control	\$165.00 for the first acre & \$55.00 per acre thereafter		\$175.00 for the first acre & \$60.00 per acre thereafter		\$193.00 for the first acre & \$66.00 per acre thereafter	
28) Re-Inspection for Corrective Actions Ordered	\$85.00/hour		\$85.00 Each Additional Inspection			

General Engineering Company  
P.O. Box 340  
916 Silver Lake Drive  
Portage, WI 53901



608-742-2169 (Office)  
608-742-2592 (Fax)  
[gec@generalengineering.net](mailto:gec@generalengineering.net)  
[www.generalengineering.net](http://www.generalengineering.net)

*Engineers • Consultants • Inspectors*

September 5, 2019

City of Edgerton  
Attn: Ramona Flanigan  
12 Albion Street  
Edgerton, WI 53534

RE: Notice of Building Inspection Fee Adjustment & Agreement Update

The purpose of this letter is to notify your municipality that, effective January 1, 2020, we are implementing a new fee schedule for building inspection services as noted on the enclosed updated fee schedule. Please be aware, this fee schedule only states the base fees that GEC will be charging. If your municipality adds a percentage over our base fees to be retained by the municipality, those specific fee schedules will be sent to you prior to the January 2020 start date.

In addition, we are taking this opportunity to update our agreements for building inspection services for all of our municipalities. There are a few changes that have been made to our agreement. So, please take the time to read through this agreement carefully.

We hope this early notification will give you ample time to bring these new fees as well as the agreement for services before your municipal board for review. We will be sending out reminder notices in November to any municipality that has yet to return their signed agreement for services.

Thank you for your continued relationship with General Engineering Company in the area of Building Inspection Services. If you have any questions regarding either the updated fee schedule or the agreement, please do not hesitate to contact me.

Sincerely,

**GENERAL ENGINEERING COMPANY**

A handwritten signature in black ink that reads "Mark Jankowski".

Mark E. Jankowski  
Director of Inspection Services  
(608) 697-7777  
[mjankowski@generalengineering.net](mailto:mjankowski@generalengineering.net)

MEJ/bkf

Enclosures

Portage •

Black River Falls •

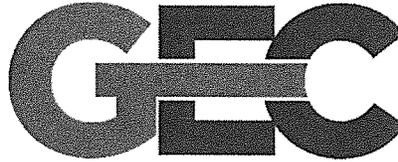
La Crosse



Consulting Engineering • Structural Engineering • Building Design • Environmental Services • Building Inspection • GIS Services  
Grants & Funding Services • Land Surveying • Zoning Administration • Mechanical, Electrical, & Plumbing Services



General Engineering Company  
P.O. Box 340  
916 Silver Lake Drive  
Portage, WI 53901



608-742-2169 (Office)  
608-742-2592 (Fax)  
gec@generalengineering.net  
www.generalengineering.net

*Engineers • Consultants • Inspectors*

**AGREEMENT FOR MUNICIPAL PLAN EXAMINATION AND INSPECTION SERVICES**

This Agreement for Municipal Plan Examination and Inspection Services ("**Agreement**") is made as of \_\_\_\_\_, \_\_\_\_\_, by and between the Municipality and the Inspector.

**ARTICLE 1 – FUNDAMENTAL TERMS**

- 1.1 "**Municipality**" shall mean \_\_\_\_\_, Wisconsin and its agents, employees, and authorized representatives.
- 1.2 "**Inspector**" shall mean General Engineering Company and its agents, employees, and authorized representatives.
- 1.3 "**Work**" shall mean, collectively, the following services to be performed by the Inspector with respect to (**CHECK ONE:** residential, residential and, to the extent of the Municipality's certification by the Wisconsin Department of Safety and Professional Services ("**DSPS**"), commercial) building projects within the Municipality's jurisdictional boundaries (each, a "**Building Project**"): (i) examine and process building plans as required by the applicable codes; (ii) process building permits; (iii) coordinate, perform and complete required inspections for permitted building construction; (iv) bill the Municipality the proper fees from permit applicants; (v) prepare and submit monthly permit activity reports; and (vi) complete and submit a year-end report to the Municipality after the end of each calendar year.
- 1.4 **Scope.** The Inspector shall perform the Work for the Municipality pursuant to and in accordance with the terms and conditions of this Agreement.
- 1.5 **Compensation.** The Municipality shall compensate the Inspector for the Work on the basis of the fee schedule attached hereto as **Exhibit A**. The Municipality acknowledges and agrees that the Inspector has the right to review and amend its fees as set forth in Exhibit A at the Commencement of each Renewal Term (as defined below), provided, however, that any change in the Inspector's fees as set forth in Exhibit A shall not be effective until thirty (30) days after written notice of the change is delivered to the Municipality by the Inspector. The Inspector shall invoice the Municipality monthly for the Work (or other services) performed. The Municipality shall pay the Inspector within 30 days of receipt of each invoice from the Inspector.

This Agreement is subject to the terms and conditions as shown on pages 2 and 3 hereof. The Municipality and the Inspector have signed this Agreement as of the date first written above.

**Municipality**

**General Engineering Company**

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

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

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

## ARTICLE 2 – PERFORMANCE STANDARDS

The Inspector shall use that degree of care, skill, and professionalism ordinarily exercised under similar circumstances by members of the same profession practicing or performing the substantially same or similar services with respect to the category of services being performed. The Municipality acknowledges and agrees that: (i) plan examinations to be provided as part of the Work shall be solely based on the statements, representations, and information in the application, plans and other required and related submissions, including, but not limited to, statements, information and representations as to the location, measurement and/or identification of boundary lines, easements, and elevations; and (ii) inspections to be provided as part of the Work: (a) shall be based only upon visible, observable, and accessible conditions as they exist at the time of inspection; (b) are not designed or intended to predict future conditions; and (c) do not cover any latent defects, concealed defects, or defects not reasonably observable in the course of or at the time of inspection.

## ARTICLE 3 – TERM AND TERMINATION

**3.1 Initial Term and Renewal.** This Agreement shall become effective on January 1, 2020 (the "Effective Date") and shall, unless earlier terminated pursuant to Section 3.2, remain in full force and effect until December 31, 2020 (the "Initial Term"). The Inspector shall begin performing the Work pursuant to this Agreement upon the Effective Date. Unless earlier terminated pursuant to Section 3.2, this Agreement shall automatically renew for successive twelve (12) month periods (each a "Renewal Term") unless either party gives written notice of nonrenewal at least ninety (90) days prior to the end of the then-current term (a "Nonrenewal Notice"), in which case the Agreement shall terminate at the end of the then-current term.

**3.2 Termination.** Either party may terminate this Agreement for any reason or no reason upon 60 days advance written notice to the other party (a "Termination Notice"), which notice shall set forth the date of termination of this Agreement (the "Termination Date"). The Inspector may terminate this Agreement immediately and without notice if the Municipality fails to make payment of an invoice from the Inspector within 30 days of the date of such invoice. Under all circumstances, the Municipality shall remain liable to the Inspector for compensation for all Work (or other services) performed by the Inspector prior to the termination of this Agreement. If this Agreement is terminated pursuant to a Termination Notice or Nonrenewal Notice and the Inspector has collected Inspection Fees for Work (or other services) to be performed by the Inspector, the Inspector shall: (i) retain all the Inspection Fees the Inspector has collected for every Building Project with respect to which the Inspector has performed or commenced any inspection prior to the Termination Date or the end of the then present contract term; and (ii) deliver to the Municipality the Inspection Fees the Inspector has collected for every Building Project with respect to which the Inspector has not performed or commenced any inspection prior to the Termination Date or the end of the then present contract term. Upon the termination of this Agreement under this Section 3.2 or nonrenewal pursuant to a Nonrenewal Notice, the Inspector shall have no further responsibilities with respect to any ongoing Building Project.

## ARTICLE 4 – ADDITIONAL SERVICES

Notwithstanding anything in Section 1.3 to the contrary, the Work shall be limited to building plan examinations and inspections necessary to administer and enforce chs. SPS 320 to 325, Uniform Dwelling Code, and chs. SPS 361 to 366, Commercial Building Code and shall not include any ancillary or related services, including, but not limited to, zoning, planning, floodplain zoning, or shoreland zoning administration. In the event the Inspector provides services beyond those set forth in Section 1.3 at the direction of the Municipality, then the Municipality shall pay the Inspector for all such services based on the Inspector's then current hourly rates as set forth in the Inspector's rate schedule, which present rate schedule is shown below in Article 11, plus expenses.

## ARTICLE 5 – INSURANCE

The Inspector shall maintain: (i) commercial general liability insurance in the minimum amount of \$1,000,000.00; (ii) a professional liability policy of \$2,000,000.00; and (iii) workers' compensation insurance covering all employees or agents of the Inspector assisting or participating in any way in the rendering of Work under this Agreement and in an amount not less than that required under Wisconsin law.

## ARTICLE 6 – RELATIONSHIP OF THE PARTIES

**6.1 General.** It is understood, agreed, and is the intent of the parties that the Inspector is at all times acting and performing as an independent contractor, not as a servant or employee of the Municipality, and the Inspector shall not hold itself out as such. The Inspector is solely responsible for the Inspector's employee benefit, tax withholding, employment taxes and workers' compensation insurance, and for complying with all other applicable laws, rules and regulations with regard to the Inspector's performance of the Work. The Inspector shall be solely liable for all Federal and State tax liability associated with any payments received from the Municipality under the terms of this Agreement. Each party shall furnish all legal, insurance and accounting services as may be reasonably necessary at any time for the services and to meet each party's needs and interests. Nothing in this Agreement shall be deemed to create an employment, partnership, or joint venture relationship between the Municipality and the Inspector or any of the Inspector's employees. Neither party shall have any right, power or authority to act or create any obligation, express or implied, on behalf of the other party. Both the Municipality and the Inspector expressly acknowledge that the Municipality is not liable for unemployment compensation with regard to any services provided by the Inspector in accordance with the Agreement. The Inspector shall not receive from the Municipality any retirement or savings benefits, health insurance, or any other benefit offered to the Municipality's employees. Notwithstanding the foregoing or any other provision of this Article 6, the Inspector shall be the Municipality's "agent" as that term is specifically utilized and defined by the court in *Estate of Lyons v. CNA Ins.*, 207 Wis. 2d 446, 558 N.W.2d 658 (Ct. App. 1996) and as further explained in *Melchert et al. v. Pro Electric Contractors et al.*, 2017 WI 30, for purposes of governmental contractor immunity.

**6.2 Licensing.** The Inspector is responsible for, and shall keep in full force and effect, any necessary federal and/or state licensing and bonding, and shall comply with all federal and state law regarding any services to be provided pursuant to this Agreement. The Municipality warrants and represents that it is certified by SPS to perform building plan examinations and building inspection services pursuant to SPS 361.60, Wis. Admin. Code.

**6.3 Facilities and Equipment.** The Inspector shall maintain a separate business from the Municipality with its own office, equipment, materials, and other such facilities. The Inspector shall be responsible for providing all code books, technical manuals and inspection equipment, incurring the cost of all necessary professional organization dues and costs of on-going training and re-certification, and a properly registered and insured vehicle for use while performing services, including the costs of maintenance and fuel.

**6.4 Means of Performing Work.** The Inspector shall control the means of providing services under this Agreement, and the Municipality will not control the details of the Work. The Municipality shall have no control or supervision over the Inspector, other than accepting or rejecting the Work. Inspector is not required to work any set number of hours per week, any schedule or any routine. The Municipality has no right to compel the Inspector to work at a certain time, to travel to any particular location, to canvass a certain territory, or to work at specific places or at specific times. Any and all agreed upon office hours between the Municipality and the Inspector are subject to change depending on the

availability of the Inspector. In addition, the Inspector has a right to alter any agreed upon office hours during times of the year when permit applications have decreased. In addition, the Municipality cannot compel the Inspector to enter into any structure that the Inspector deems unsafe or which may cause said Inspector bodily harm until said building is deemed to be safe for entry.

- 6.5 **Municipality's Property.** The Inspector has no right to, and shall not, use the Municipality's name, symbol, or logo in the promotion of the Inspector's business or other activities, unless preapproved in writing by Municipality.

#### **ARTICLE 7 – DOCUMENTS AND RECORDS**

- 7.1 **Municipality's Obligations.** The Municipality shall timely provide all data, information, plans, specifications, records and other documentation required by Inspector to perform the Work. Notwithstanding anything to the contrary in this Agreement, the Municipality acknowledges and agrees that the Inspector shall be entitled to rely upon the adequacy, accuracy and completeness of any and all data, information, plans, specifications, records and other documentation that the Municipality provides to the Inspector relative to the Work.
- 7.2 **Inspector's Obligations.** The Inspector shall maintain copies of all data, information, plans, specifications, records and other documentation utilized or created on behalf of the Municipality in the performance of the Work for a period of time not less than 7 years from the date of creation or last utilization thereof. All original data, information, plans, specifications, records and other documentation relating to the Work performed shall be housed at the offices of the Municipality. The Inspector shall assist the Municipality in answering or responding to requests for open records but shall not be considered the records custodian for purposes of determining whether or not records should be provided in response to a request.

#### **ARTICLE 8 – THIRD PARTY RELIANCE**

This Agreement is intended for the mutual benefit of the parties hereto and no third party rights are intended or implied except with respect to permit applicants and, if a permit applicant is not the owner(s) of the real property to be improved pursuant to the applied for permit, the owner of the real property to be improved pursuant to the applied for permit (collectively, the "Third Parties"). The parties acknowledge and agree that: (i) the approval or conditional approval of a building plan shall not be construed as an assumption of any responsibility on the part of the Municipality or Inspector for the design or construction of the permitted improvement; (ii) the issuance of a building permit creates no legal liability, express or implied, on the Municipality or Inspector; (iii) the Third Parties are responsible for complying with all applicable codes, statutes, ordinances relative to the permitted improvements and the conditions of the building plan approval or building permit; (iv) no examination or inspection made by Inspector at any time relieves the Third Parties of responsibility for complying with all applicable codes, statutes, ordinances relative to the permitted improvements or the conditions of the building plan approval and/or permit; (v) Inspector is released and discharged from any and all liability, claims, demands or causes of action that the Third Parties may hereafter have for injury, death or other damages arising out of or related to the permitted improvements, including, but not limited to, negligence claims, warranty claims and/or breach of contract claims; and (vi) the approvals, inspections, permits, reports and findings issued after the examinations, reviews or inspections are not intended as, nor are they to be construed as, a guarantee. In furtherance of the foregoing, the following disclaimer shall be included on all reviews or inspections: *The review of applications and/or the findings of inspection contained herein are intended to report conditions of noncompliance with applicable codes, statutes, and ordinances relative to the permitted improvements that are readily apparent at the time of review or inspection. The review or inspection does not involve a detailed examination of the property lines or surveys, mechanical systems or the closed structural and nonstructural elements of the building and premises. No warranty of the operation, use or durability of equipment, materials, products, or improvements is expressed or implied.*

#### **ARTICLE 9 – NOTICES**

All notices, demands, and communications provided for under this Agreement shall be delivered or mailed first class with postage prepaid, addressed in each case as follows, until some other address shall have been designated in a written notice given in like manner, and shall be deemed to have been given or made when so delivered or mailed: (i) if to the Inspector, General Engineering Company, c/o Brad Boettcher, PO Box 340, 916 Silver Lake Drive, Portage, WI 53901; and (ii) if to the Municipality, \_\_\_\_\_.

#### **ARTICLE 10 – MISCELLANEOUS**

- 10.1 **Integration and Amendment.** This Agreement may be amended, modified, or superseded only by a written instrument executed by all of the parties to this Agreement. This Agreement, including the exhibits hereto, constitutes the entire agreement between the parties hereto pertaining to the subject matters hereof and supersedes all negotiations, preliminary agreements and all prior or contemporaneous discussions and understandings of the parties hereto in connection with the subject matters hereof.
- 10.2 **Waiver.** The failure of any party at any time or times to require performance of any provision of this Agreement shall in no manner affect the right at a later time to enforce that provision. No waiver by any party of any breach of any term contained in this Agreement, whether by conduct or otherwise, in any one or more instances, shall be deemed to be or construed as a further or continuing waiver of any such breach or a waiver of any other term contained in this Agreement.
- 10.3 **Severability.** If any covenant, term or provision of this Agreement is held to be invalid or unenforceable for any reason, it is agreed that such invalidity or unenforceability shall not affect any other covenant, term or provision of this Agreement, and that the remaining covenants, terms, and provisions, or portions thereof, shall remain in full force and effect.
- 10.4 **Counterparts and Copies.** This Agreement may be fully executed in separate counterparts by each of the parties hereto, such counterparts when combined constituting but one and the same instrument. Such counterparts may be exchanged electronically via e-mail or facsimile transmission, which shall be deemed an original. A copy of this Agreement shall have the same full force and effect as the original.
- 10.5 **Successors and Assigns.** Neither party may assign any of its rights or delegate any of its obligations hereunder without the prior written consent of the other party. This Agreement shall inure to the benefit of and be binding upon each of the parties hereto and their respective successors and allowed assigns.
- 10.6 **Jurisdiction and Governing Law.** All actions or proceedings in any manner relating to or arising out of this Agreement may be brought only in courts of the State of Wisconsin located in Columbia County, and the Municipality hereby consents to the jurisdiction of such court. The Municipality hereby waives any objection to the venue of such court. This Agreement shall be governed by the laws (excluding

conflicts of laws rules) of the State of Wisconsin. To the extent of any conflict between the terms of this Agreement and the Municipality's codes or ordinances, this Agreement shall control.

**ARTICLE 11 – CURRENT HOURLY RATES**

Hourly rates for Additional Services are as follows:

Expert Witness	\$300/hr	Registered Land Surveyor	\$100/hr
Principal	\$130/hr - \$155/hr	Field Crew Chief (1 person Total Station)	\$72.50/hr
Project Engineer or Project Manager	\$90/hr - \$115/hr	Field Crew Chief (1 person GPS)	\$145/hr
Staff Engineer	\$85 - \$105/hr	Land Survey Crew	\$145/hr
Technician	\$60 - \$90/hr	Grant & Funding Staff	\$55 - \$75/hr
GIS Staff	\$60 - \$80/hr	Administration and Support Staff	\$45/hr
Zoning Administration	\$140/hr		

Miscellaneous Services Requested by the Municipality

1. Property Maintenance	\$85.00 / hour + Mileage/Expenses
2. Grant Inspections	This List is Not All Inclusive. Any
3. Building Code Review	service requested by the Municipality
4. Habitability Issues	outside of the normal permitted
5. Liquor License Inspections	inspections will incur the hourly
6. Inspections or Follow-Up Issues for Administrative Permits	charge plus expenses.

Meeting Attendance per Request by Municipality

1. Field Inspector	\$85.00 / hour + Mileage/Expenses
2. Inspection Department Head	\$125.00 / hour + Mileage/Expenses
3. Engineering Staff	\$130.00 / hour + Mileage/Expenses

## **Food for Fines Program**

In the spirit of the holidays the Edgerton Police Department is proposing 50% of the parking ticket revenue collected for the months of December and January be used to help re-supply the Edgerton Community Outreach Food Pantry. The Officers of the Department would like to give back to the community and work with Sarah Williams to stock the food pantry before and after holidays.

The Police Department would use the funds to purchase necessary food items identified by the Outreach Center and purchase them through Edgerton's local Piggly Wiggly grocery store. In doing this the Police Department is taking a "page" out of the Edgerton Library and follow a similar food for fines program.

The city maintains the total of money collected for parking ticket fines and at the end of each month the Police Department will be provided with the amount collected. The department will work with the Outreach Center and Piggly Wiggly to ensure the necessary items be purchased and provided to the food pantry.

This is one way the Police Department can give back to the community and help those in need.

**CITY OF EDGERTON  
ORDINANCE No. 19-12**

**AN ORDINANCE TO AMEND SECTION 29.04 "LICENSES REQUIRED FOR DOGS  
AND CATS" OF THE EDGERTON CODE OF GENERAL ORDINANCES, CITY OF  
EDGERTON ROCK AND DANE COUNTIES, WISCONSIN**

Aldersperson \_\_\_\_\_ introduced the following Ordinance and moved its adoption:

THE COMMON COUNCIL OF THE CITY OF EDGERTON, ROCK AND DANE COUNTIES,  
WISCONSIN, DO ORDAIN AS FOLLOWS:

**SECTION 29.04 LICENSES REQUIRED FOR DOGS AND CATS.**

**(2) LICENSE FEE/TAX FOR DOGS AND CATS:**

Rock County Rates for Dogs and Cats

Neutered and/or Spayed	\$ <del>5.00</del> 10.00 per year.
Unneutered and/or Unsprayed	\$ <del>10.00</del> 15.00 per year.

Dane County Rates for Dogs

Neutered and/or Spayed	\$ <del>11.00</del> 16.00 per year.
Unneutered and/or Unsprayed	\$ <del>16.00</del> 21.00 per year.

Dane County Rates for Cats

Neutered and/or Spayed	\$ <del>5.00</del> 10.00 per year.
Unneutered and/or Unsprayed	\$ <del>10.00</del> 15.00 per year.

This Ordinance shall be in full force and effect after its passage and publication.

Seconded by Aldersperson:

Roll Call: Ayes        Noes

1st Reading: \_\_\_\_\_ Christopher Lund, Mayor

2nd Reading:

Adopted:

Published:

Dated:

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

STATE OF WISCONSIN)

)ss.

COUNTY OF ROCK    )

I, Ramona Flanigan, City Administrator, City of Edgerton, Rock and Dane Counties, Wisconsin,  
do hereby certify that the foregoing is a true and correct copy of the ordinance adopted by the  
Common Council of the City of Edgerton at its regular meeting the \_\_\_\_\_ day of December 2019.

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

[Print](#) | [Close Window](#)

**Subject:** dog tags, online training manual, CD vs USB

**From:** "Gallagher, Adam" <Gallagher@countyofdane.com>

**Date:** Wed, Nov 13, 2019 3:25 pm

**To:** "Lund, Kay" <Lund.Kay@countyofdane.com>, "McDonell, Scott" <McDonell@countyofdane.com>, "Anderson, Patti" <Anderson.Patti@countyofdane.com>

**Dog License Increase:** Monday night, the County budget was passed along with the ordinance amendment increasing dog tags by \$5.00. This will be effective once signed by the County Executive.

The updated chart is shown below, and the updated dog spreadsheet will be added to the Municipal Treasurer page of the County Treasurer website (<https://treasurer.countyofdane.com/munitreasurer.aspx>) by the end of this week.

New amounts due to the County:

\$ 13.75	Spayed or Neutered dog
\$ 18.75	Un-spayed or Un-neutered dog
\$ 12.25	Neutered/Spayed Puppy (5 months old by July 1)
\$ 14.75	Un-Neutered/Un-Spayed Puppy (5 months old by July 1)
\$ 43.25	Multiple Dogs (Kennel) License (includes up to 12 dogs)
\$ 13.75 each	Additional tags (for dogs over the 12 included in the Multiple Dog, kennel, license)

As was mentioned at the meeting, if your local ordinance only addresses the local amount collected for a dog license, you should not have to make any modifications.

In talking about dog licenses, there is continued interest in knowing the full amount that dog owners pay for a tag in each municipality.

Could you get back to us with the full amount that dog owners pay for a license in each municipality?

We will send out an email with the information we find.

**Training Manual:** We will be adding the Training Manual and Checklist to the website by the end of the week.

**CD vs USB:** Finally, regarding CDs for installing GCS and tax files, **please respond to this email if you NEED a USB drive.** We want to make sure everyone is able to install the software and tax files when you pick up your bills.

Thank you.

Adam Gallagher

-----

Dane County Treasurer  
210 Martin Luther King Jr Blvd #114  
PO Box 1299  
Madison, WI 53701-1299

Phone: 608-266-4215

Email: [gallagher@countyofdane.com](mailto:gallagher@countyofdane.com)

Website: <http://treasurer.countyofdane.com>