

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

Monday, May 20, 2019 at 6:30 p.m.

1. Call to order; Roll call
2. Confirmation of appropriate meeting notice posted on Friday, May 17, 2019.
3. Consider Approval of May 6, 2019 Minutes.
4. Consider approval of bills and payroll list.
5. Consider approval of licenses.
 - a. Consider Operator's Licenses for Megan Luchsinger and Katie Crisp.
 - b. Consider new Cigarette and Tobacco Retail License for K and B LLC dba Hotspot Liquor & Smokes, 611 N Main St.
6. Consider approval of Tax Collection Agreement with Rock County.
7. Consider awarding bid for Sweeney Rd project.
8. Consider addendum to Cedar Corporation's agreement for the Racetrack Park ball diamond layout.
9. Consider addendum to Cedar Corporation's agreement for the design reconstruction of S Main St, WDOT Project.
10. Finance Director's report.
11. Project updates.
12. 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.

**MAY 6, 2019 FINANCE COMMITTEE MEETING MINUTES
CITY OF EDGERTON**

Candy Davis called the meeting to order at 6:30 p.m.

Present: Sarah Braun, Candy Davis and David Esau

Others Present: City Administrator Ramona Flanigan, Clerk-Treasurer Cindy Hegglund, Public Works Director Tom Hartzell, Utility Director Randy Oren, and a few citizens.

Hegglund confirmed the meeting agendas were properly posted on Friday, May 3rd at the Post Office, Edgerton Library and City Hall.

ELECT CHAIR: A David Esau/Sarah Braun nomination to elect Candy Davis as Chair passed on a 3/0 roll call vote.

APPROVE MINUTES: A David Esau/Sarah Braun motion to approve the minutes from the April 15, 2019 Finance Committee meeting passed, all voted in favor.

BILLS AND PAYROLL: A Candy Davis/Davis Esau motion to approve bills and payroll in the amount of \$153,942.65 passed on a 3/0 roll call vote.

LICENSES: A Candy Davis/Sarah Braun motion to approve an Operator's License to Connor Foley contingent upon him paying all fees owed to the City passed on a 3/0 roll call vote.

A Candy Davis/David Esau motion to forward the consideration of a "Class A" Combination Liquor License for K and B LLC on to Council without a recommendation passed on a 3/0 roll call vote.

PUBLIC EVENT PACKETS: A Candy Davis/David Esau motion to approve the public event packet and waive the fees for the Edgerton Kids Fishing Derby passed on a 3/0 roll call vote.

A Candy Davis/David Esau motion to approve the public event packet and waive the fees for the Edgerton Clay Day Pottery Festival and Art Fair passed on a 3/0 roll call vote.

SOUTH MAIN STREET PAVING: City Administrator Flanigan stated the City received two bids for paving a portion of South Main Street. Previously the Council awarded a contract in the amount of \$9,349.76 to mill the road surface. The low bid for paving is in the amount of \$38,700 making the project \$11,142 over the estimated cost not including engineering.

Candy Davis ask what the original cost estimate was. Public Works Director Hartzell stated the paving estimate was \$36,908. Flanigan noted that this project was not included in the 2019 budget.

A Candy Davis/David Esau motion to award the bid for the South Main Street paving to Payne and Dolan in the amount of \$38,700 passed on a 3/0 roll call vote.

A Candy Davis/David Esau motion to utilize funds to cover the shortfall, \$11,142 plus engineering costs, half from the annual street maintenance account and half from the General Fund surplus passed on a 3/0 roll call vote.

Before the vote, Public Works Director Hartzell stated the maintenance on other roads will be less if funds are taken from the annual street maintenance account. Candy Davis stated she sees this as street maintenance.

SPEED TRAILERS: A Candy Davis/Sarah Braun motion to declare the old speed trailer as surplus passed on a 3/0 roll call vote.

A Candy Davis/David Esau motion to approve the purchase of a speed collection devise from Stalker Radar in the amount of \$3,106.98 passed on a 3/0 roll call vote.

WRITE-OFF OF UNPAID TAXES: A Candy Davis/David Esau motion to approve the write-off of unpaid taxes for Charles V Sweeney, Edgerton Sand and Gravel Co. for 2006 taxes in the amount of \$14.63 passed on a 3/0 roll call vote.

RESOLUTION 13-19: Clerk-Treasurer Heggglund stated the Wisconsin Public Employer's Group Health Insurance Program has updated and combine some of their manuals. The creation of the new documents requires all health insurance participants sign a new resolution for plan participation.

A Sarah Braun/David Esau motion to recommend to Council adoption of City of Edgerton Resolution 13-19: Updating Wisconsin Public Employer's Group Health Insurance Program passed on a 3/0 roll call vote.

DRAFT FINANCIAL POLICY: Clerk-Treasurer Heggglund reported that during the audit of the Shared Ride Taxi the State has requested the City adopt a financial policy. The draft before the Committee addresses those areas that are not covered by the City's ordinances.

A Candy Davis/Sarah Braun motion to recommend to Council adoption of the City of Edgerton Financial Policy passed on a 3/0 roll call vote.

REPORTS: City Administrator Flanigan informed the Committee that the computerized door locking system at City Hall has a faulty board and will occasionally lock the building during business hours. Staff is willing to deal with the inconvenience, as long as it does not completely fail, to allow for budgeting the repair next year. If the board completely fails it may have to be replaced sooner.

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

Cindy Heggglund, City Clerk-Treasurer

Adopted May 20, 2019

Report Criteria:

- Detail report.
- Invoices with totals above \$0 included.
- Paid and unpaid invoices included.
- Invoice Detail.Input Date = 05/17/2019

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
10011803								
3845 c	BANK OF EDGERTON	2019	START-UP CASH FOR RTP CONCESSIONS	05/17/2019	350.00	350.00	05/09/2019	
3845 c	BANK OF EDGERTON	2019	START-UP CASH FOR POOL	05/17/2019	250.00	250.00	05/09/2019	
Total 10011803:					600.00	600.00		
10013100								
490 ch	SECURIAN FINANCIAL GROUP,	JUNE 2019A	JUNE 2019 LIFE INSURANCE	05/17/2019	114.31	.00		
779 ch	WI DEPT OF EMPLOYEE TRUST	JUNE 2019A	JUNE 2019 HEALTH INSURANCE	05/17/2019	4,102.64	.00		
Total 10013100:					4,216.95	.00		
10021520								
789 ch	WI RETIREMENT SYSTEM	APRIL 2019	APRIL 2019 RETIREMENT	05/17/2019	19,741.76	.00		
Total 10021520:					19,741.76	.00		
10021532								
13 ch	AFLAC	672466	MONTHLY AFLAC PREMIUM	05/17/2019	167.63	.00		
Total 10021532:					167.63	.00		
10023100								
281 ch	TOWN OF FULTON	APRIL 2019	FINES COLLECTED-MINUS \$5 PER CITATION	05/17/2019	550.00	.00		
604 ch	ROCK CO TREASURER	APRIL 19	JAIL ASSESSMENTS AND DRIVE IMPROVEM	05/17/2019	370.00	.00		
819 ch	STATE OF WI COURT FINES	APRIL 2019	COSTS & SURCHARGES COLLECTED	05/17/2019	962.40	.00		
4923 c	GORTON, SAMUEL	2019	OVERPAYMENT OF FINE/REFUND	05/17/2019	39.00	.00		
Total 10023100:					1,921.40	.00		
10051100340								
4260 c	CHASE CARD	408228468	FLORAL ARRANGEMENT - BURDICK FAMILY	05/17/2019	64.19	.00		
Total 10051100340:					64.19	.00		
10051200210								
412 ch	IRMEN, LORI	MAY 2019	CLERK OF COURT	05/17/2019	712.16	.00		
Total 10051200210:					712.16	.00		
10051410154								
779 ch	WI DEPT OF EMPLOYEE TRUST	JUNE 2019A	JUNE 2019 HEALTH INSURANCE	05/17/2019	675.03	.00		
Total 10051410154:					675.03	.00		
10051410155								
490 ch	SECURIAN FINANCIAL GROUP,	JUNE 2019A	JUNE 2019 LIFE INSURANCE	05/17/2019	11.35	.00		
Total 10051410155:					11.35	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
10051430154								
779 ch	WI DEPT OF EMPLOYEE TRUST	JUNE 2019A	JUNE 2019 HEALTH INSURANCE	05/17/2019	1,265.36	.00		
Total 10051430154:					1,265.36	.00		
10051430155								
490 ch	SECURIAN FINANCIAL GROUP,	JUNE 2019A	JUNE 2019 LIFE INSURANCE	05/17/2019	26.54	.00		
Total 10051430155:					26.54	.00		
10051430330								
4260 c	CHASE CARD	2019	MEALS AT CLERK'S TRAINING EAU CLAIRE	05/17/2019	23.47	.00		
4260 c	CHASE CARD	2019	LISMORE HOTEL MEAL - EAU CLAIRE	05/17/2019	33.94	.00		
Total 10051430330:					57.41	.00		
10051430332								
376 ch	HEGGLUND, CINDY	2019A	MILEAGE REIMBURSEMENT - CLERK'S CON	05/17/2019	262.16	.00		
Total 10051430332:					262.16	.00		
10051510154								
779 ch	WI DEPT OF EMPLOYEE TRUST	JUNE 2019A	JUNE 2019 HEALTH INSURANCE	05/17/2019	984.17	.00		
779 ch	WI DEPT OF EMPLOYEE TRUST	JUNE 2019A	JUNE 2019 HEALTH INSURANCE	05/17/2019	492.09	.00		
Total 10051510154:					1,476.26	.00		
10051510155								
490 ch	SECURIAN FINANCIAL GROUP,	JUNE 2019A	JUNE 2019 LIFE INSURANCE	05/17/2019	1.03	.00		
490 ch	SECURIAN FINANCIAL GROUP,	JUNE 2019A	JUNE 2019 LIFE INSURANCE	05/17/2019	2.12	.00		
490 ch	SECURIAN FINANCIAL GROUP,	JUNE 2019A	JUNE 2019 LIFE INSURANCE	05/17/2019	.49	.00		
Total 10051510155:					3.64	.00		
10051520330								
4260 c	CHASE CARD	384416	ROOM RESERVATION - TREASURER'S CON	05/17/2019	170.00	.00		
4260 c	CHASE CARD	384416	TREASURERS CONFERENCE MEALS	05/17/2019	2.25	.00		
4260 c	CHASE CARD	3927	MEALS - SALVO/HEGGLUND - PUBLIC RECO	05/17/2019	43.25	.00		
4260 c	CHASE CARD	5/3/19	TREASURERS CONFERENCE MEALS	05/17/2019	52.71	.00		
Total 10051520330:					268.21	.00		
10051520332								
376 ch	HEGGLUND, CINDY	2019A	MILEAGE REIMBURSEMENT - TREASURERS	05/17/2019	125.28	.00		
Total 10051520332:					125.28	.00		
10051530210								
3225 c	ACCURATE APPRAISAL LLC	ACCAPP2019-	MONTHLY APPRAISAL SERVICE FEE	05/17/2019	5,000.00	.00		
Total 10051530210:					5,000.00	.00		
10051600210								
596 ch	ROBINSON'S MARKETING DIV I	24692	CLEANING THROUGH 5/3/19 - CITY HALL	05/17/2019	70.00	.00		
596 ch	ROBINSON'S MARKETING DIV I	24708	CLEANING THROUGH 5/10/19 - CITY HALL	05/17/2019	70.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Vo
Total 10051600210:					140.00	.00		
10051600221								
21 ch	ALLIANT ENERGY	APR 19 47020	470202 ELECTRIC CHARGES	05/17/2019	170.85	.00		
Total 10051600221:					170.85	.00		
10051600340								
934 ch	STAPLES CREDIT PLAN	7218105041	LETTER SORTER - CITY HALL	05/17/2019	14.99	.00		
3175 c	MOTOR PARTS & EXHAUST LLC	9051403	EXTERNAL HARD DRIVE	05/17/2019	56.00	.00		
Total 10051600340:					70.99	.00		
10052100154								
779 ch	WI DEPT OF EMPLOYEE TRUST	JUNE 2019A	JUNE 2019 HEALTH INSURANCE	05/17/2019	1,350.06	.00		
Total 10052100154:					1,350.06	.00		
10052100155								
490 ch	SECURIAN FINANCIAL GROUP,	JUNE 2019A	JUNE 2019 LIFE INSURANCE	05/17/2019	48.80	.00		
490 ch	SECURIAN FINANCIAL GROUP,	JUNE 2019A	JUNE 2019 LIFE INSURANCE	05/17/2019	3.28	.00		
Total 10052100155:					52.08	.00		
10052100240								
4674 c	CIT	33299116	PHONE MAINTENANCE - POLICE DEPT	05/17/2019	161.02	.00		
4674 c	CIT	33425554	PHONE MAINTENANCE - POLICE DEPT	05/17/2019	153.35	.00		
Total 10052100240:					314.37	.00		
10052100340								
1009 c	FARM & FLEET CO	5/5/19	RETIREMENT GIFT - DAN REED	05/17/2019	172.73	.00		
4188 c	GREAT AMERICA FINANCIAL SE	24716740	COPIER FOR POLICE DEPARTMENT	05/17/2019	108.00	.00		
Total 10052100340:					280.73	.00		
10052120154								
779 ch	WI DEPT OF EMPLOYEE TRUST	JUNE 2019A	JUNE 2019 HEALTH INSURANCE	05/17/2019	6,515.55	.00		
Total 10052120154:					6,515.55	.00		
10052120155								
490 ch	SECURIAN FINANCIAL GROUP,	JUNE 2019A	JUNE 2019 LIFE INSURANCE	05/17/2019	89.32	.00		
Total 10052120155:					89.32	.00		
10052120385								
923 ch	KWIK TRIP	APRIL 19	APRIL 2019 FUEL CHARGES - POLICE DEPT	05/17/2019	1,428.35	.00		
Total 10052120385:					1,428.35	.00		
10052150210								
596 ch	ROBINSON'S MARKETING DIV I	24692	CLEANING THROUGH 5/3/19 - POLICE STATI	05/17/2019	119.00	.00		
596 ch	ROBINSON'S MARKETING DIV I	24708	CLEANING THROUGH 5/10/19 - POLICE STAT	05/17/2019	119.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 10052150210:					238.00	.00		
10052150221								
21 ch	ALLIANT ENERGY	APR 19 53589	535891 ELECTRIC CHARGES	05/17/2019	408.18	.00		
Total 10052150221:					408.18	.00		
10052150224								
21 ch	ALLIANT ENERGY	APR 19 93902	939021 GAS CHARGES	05/17/2019	26.08	.00		
Total 10052150224:					26.08	.00		
10052400210								
2584 c	GENERAL ENGINEERING COMP	APRIL 2019	APRIL 2019 BUILDING INSPECTIONS	05/17/2019	1,849.01	.00		
Total 10052400210:					1,849.01	.00		
10052500210								
3110 c	WI DEPT OF AGRICULTURE	115-000001252	WEIGHT & MEASURE INSPECTION	05/17/2019	800.00	.00		
Total 10052500210:					800.00	.00		
10053100154								
779 ch	WI DEPT OF EMPLOYEE TRUST	JUNE 2019A	JUNE 2019 HEALTH INSURANCE	05/17/2019	1,405.96	.00		
779 ch	WI DEPT OF EMPLOYEE TRUST	JUNE 2019A	JUNE 2019 HEALTH INSURANCE	05/17/2019	913.87	.00		
Total 10053100154:					2,319.83	.00		
10053100155								
490 ch	SECURIAN FINANCIAL GROUP,	JUNE 2019A	JUNE 2019 LIFE INSURANCE	05/17/2019	19.03	.00		
490 ch	SECURIAN FINANCIAL GROUP,	JUNE 2019A	JUNE 2019 LIFE INSURANCE	05/17/2019	1.92	.00		
Total 10053100155:					20.95	.00		
10053100340								
934 ch	STAPLES CREDIT PLAN	7218105041	HIGHLIGHTERS - DPW	05/17/2019	7.01	.00		
4500 c	HOBBY LOBBY	5/2/19	FRAME - DAN REED RETIREMENT	05/17/2019	15.81	.00		
4913 c	FESTIVAL FOODS	5/2/19	CAKE - DAN REED RETIREMENT	05/17/2019	29.99	.00		
Total 10053100340:					52.81	.00		
10053230154								
779 ch	WI DEPT OF EMPLOYEE TRUST	JUNE 2019A	JUNE 2019 HEALTH INSURANCE	05/17/2019	7,547.85	.00		
Total 10053230154:					7,547.85	.00		
10053230155								
490 ch	SECURIAN FINANCIAL GROUP,	JUNE 2019A	JUNE 2019 LIFE INSURANCE	05/17/2019	58.54	.00		
Total 10053230155:					58.54	.00		
10053230225								
4659 c	CENTURYLINK	1467525594	LONG DISTANCE CHARGES	05/17/2019	.15	.00		
4659 c	CENTURYLINK	1467525594	LONG DISTANCE CHARGES	05/17/2019	1.97	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 10053230225:					2.12	.00		
10053230340								
557 ch	PHOENIX CONSULTING INC	9050702	WIFI ROUTER REPLACEMENT - MUNI GARA	05/17/2019	199.50	.00		
3175 c	MOTOR PARTS & EXHAUST LLC	1-290346	WASHER FLUID - MUNI GARAGE	05/17/2019	17.94	.00		
3217 c	DEMROW CONSTRUCTION	168A	REPAIR DOOR JAMB - CITY GARAGE	05/17/2019	1,250.00	1,250.00	05/15/2019	
Total 10053230340:					1,467.44	1,250.00		
10053310370								
3175 c	MOTOR PARTS & EXHAUST LLC	1-291083	BULK OIL FILTER - STREET VEHICLES	05/17/2019	5.42	.00		
3404 c	BURNS FULL SERVICE LLC	APRIL 2019A	APRIL 2019 GAS/DIESEL CHARGES - STREE	05/17/2019	5.22	.00		
Total 10053310370:					10.64	.00		
10053310385								
3404 c	BURNS FULL SERVICE LLC	APRIL 2019A	APRIL 2019 GAS/DIESEL CHARGES - STREE	05/17/2019	1,237.49	.00		
Total 10053310385:					1,237.49	.00		
10053400221								
21 ch	ALLIANT ENERGY	APR 19 86206	862065 ELECTRIC CHARGES	05/17/2019	51.71	.00		
21 ch	ALLIANT ENERGY	APR 19 93096	930961 ELECTRIC CHARGES	05/17/2019	9.11	.00		
Total 10053400221:					60.82	.00		
10053400340								
514 ch	NELSON-YOUNG LUMBER CO	51447-I	GRAVEL - TRAFFIC SIGNS	05/17/2019	11.80	.00		
3569 c	AUTUMN SUPPLY	12660	BARRICADES (12)	05/17/2019	1,199.76	.00		
Total 10053400340:					1,211.56	.00		
10053420221								
21 ch	ALLIANT ENERGY	APR 19 10670	106703 ELECTRIC CHARGES	05/17/2019	41.84	.00		
21 ch	ALLIANT ENERGY	APR 19 19259	192591 ELECTRIC CHARGES	05/17/2019	7.13	.00		
21 ch	ALLIANT ENERGY	APR 19 20990	209901 ELECTRIC CHARGES	05/17/2019	183.88	.00		
21 ch	ALLIANT ENERGY	APR 19 44088	440880 ELECTRIC CHARGES	05/17/2019	62.50	.00		
21 ch	ALLIANT ENERGY	APR 19 47020	470202 GAS CHARGES	05/17/2019	79.55	.00		
21 ch	ALLIANT ENERGY	APR 19 52473	524734 ELECTRIC CHARGES	05/17/2019	17.75	.00		
21 ch	ALLIANT ENERGY	APR 19 76042	760421 ELECTRIC CHARGES	05/17/2019	20.10	.00		
21 ch	ALLIANT ENERGY	MAR 19 27883	278834 ELECTRIC CHARGES	05/17/2019	53.26	.00		
600 ch	ROCK ENERGY COOPERATIVE	APR 19 91037	91037001 STREET LIGHT CHARGE	05/17/2019	8.41	.00		
600 ch	ROCK ENERGY COOPERATIVE	APR 19 91237	91237000 STREET LIGHT CHARGE	05/17/2019	10.68	.00		
600 ch	ROCK ENERGY COOPERATIVE	APRIL 19 9123	91238000 STREET LIGHT CHARGE	05/17/2019	10.68	.00		
600 ch	ROCK ENERGY COOPERATIVE	APRIL 19 9124	91240000 STREET LIGHT CHARGE	05/17/2019	10.68	.00		
Total 10053420221:					506.46	.00		
10054910340								
2013 c	POMP'S TIRE SERVICE INC	80187953	TIRE FOR CEMETERY MOWER	05/17/2019	101.75	.00		
Total 10054910340:					101.75	.00		
10054910385								
3404 c	BURNS FULL SERVICE LLC	APRIL 2019A	APRIL 2019 GAS/DIESEL CHARGES - CEMET	05/17/2019	407.08	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 10054910385:					407.08	.00		
10054910810								
4012 c	ST. LAWRENCE EQUIP, INC	5/7/19	MOWER FOR CEMETERY	05/17/2019	10,390.00	.00		
Total 10054910810:					10,390.00	.00		
10055110154								
779 ch	WI DEPT OF EMPLOYEE TRUST	JUNE 2019A	JUNE 2019 HEALTH INSURANCE	05/17/2019	3,276.06	.00		
Total 10055110154:					3,276.06	.00		
10055110155								
490 ch	SECURIAN FINANCIAL GROUP,	JUNE 2019A	JUNE 2019 LIFE INSURANCE	05/17/2019	42.56	.00		
Total 10055110155:					42.56	.00		
10055110210								
596 ch	ROBINSON'S MARKETING DIV I	24546	CLEANING THROUGH 3/22/19 - LIBRARY	05/17/2019	278.50	.00		
596 ch	ROBINSON'S MARKETING DIV I	24581	CLEANING THROUGH 3/29/19 - LIBRARY	05/17/2019	278.50	.00		
596 ch	ROBINSON'S MARKETING DIV I	24598	CLEANING THROUGH 4/5/19 - LIBRARY	05/17/2019	278.50	.00		
596 ch	ROBINSON'S MARKETING DIV I	24612	CLEANING THROUGH 4/12/19 - LIBRARY	05/17/2019	278.50	.00		
596 ch	ROBINSON'S MARKETING DIV I	24632	CLEANING THROUGH 4/19/19 - LIBRARY	05/17/2019	278.50	.00		
596 ch	ROBINSON'S MARKETING DIV I	24659	CLEANING THROUGH 4/30/19 - LIBRARY	05/17/2019	278.50	.00		
Total 10055110210:					1,671.00	.00		
10055110221								
21 ch	ALLIANT ENERGY	MAR 19 82722	827226 ELECTRIC CHARGES	05/17/2019	1,514.20	.00		
Total 10055110221:					1,514.20	.00		
10055110224								
21 ch	ALLIANT ENERGY	MAR 19 82722	827226 GAS CHARGES	05/17/2019	387.72	.00		
Total 10055110224:					387.72	.00		
10055110225								
3534 c	CHARTER COMMUNICATIONS	824511602005	LIBRARY INTERNET/PHONE CHARGES	05/17/2019	273.96	.00		
Total 10055110225:					273.96	.00		
10055110240								
349 ch	JF AHERN CO	307210	ANNUAL SPRINKLER INSPECTION	05/17/2019	350.00	.00		
349 ch	JF AHERN CO	307416	ANNUAL FIRE ALARM INSPECTION	05/17/2019	305.00	.00		
Total 10055110240:					655.00	.00		
10055110310								
575 ch	QUILL CORPORATION	6812267	COPY PAPER/PEN	05/17/2019	233.01	.00		
Total 10055110310:					233.01	.00		
10055110311								
230 ch	EDGERTON POSTMASTER	4/1/19	POSTAGE - LIBRARY	05/17/2019	57.61	.00		
230 ch	EDGERTON POSTMASTER	4/19/19	POSTAGE - LIBRARY	05/17/2019	2.61	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Vo
Total 10055110311:					60.22	.00		
10055110321								
70 ch	BAKER & TAYLOR INC	2034436124	BOOKS	05/17/2019	433.08	.00		
70 ch	BAKER & TAYLOR INC	2034446574	BOOKS	05/17/2019	406.26	.00		
70 ch	BAKER & TAYLOR INC	2034473555	BOOKS	05/17/2019	233.26	.00		
70 ch	BAKER & TAYLOR INC	2034497092	BOOKS	05/17/2019	224.52	.00		
2433 c	AMAZON.COM LLC	3177819	BOOKS	05/17/2019	24.55	.00		
2433 c	AMAZON.COM LLC	4329809	BOOKS	05/17/2019	49.95	.00		
2710 c	SOUTHERN WISCONSIN NEWS	2050347	BOOKS	05/17/2019	95.55	.00		
2710 c	SOUTHERN WISCONSIN NEWS	2055695	BOOKS	05/17/2019	117.00	.00		
3870 c	CHILDREN'S PLUS INC.	169815	BOOKS	05/17/2019	30.90	.00		
4451 c	ALMO, KIRSTEN	APRIL 2019	REIMBURSEMENT - BOOK PURCHASES	05/17/2019	165.00	.00		
4468 c	JUNIOR LIBRARY GUILD	904659298	BOOKS	05/17/2019	17.15	.00		
4713 c	PENWORTHY	0551698-IN	BOOKS	05/17/2019	587.21	.00		
Total 10055110321:					2,384.43	.00		
10055110324								
2433 c	AMAZON.COM LLC	3177819	DVDS	05/17/2019	44.76	.00		
2433 c	AMAZON.COM LLC	7301038	DVD	05/17/2019	18.00	.00		
2504 c	MIDWEST TAPE LLC	97199520	DVDS	05/17/2019	22.49	.00		
2504 c	MIDWEST TAPE LLC	97199521	DVDS	05/17/2019	78.72	.00		
2504 c	MIDWEST TAPE LLC	97234325	DVD	05/17/2019	22.49	.00		
2504 c	MIDWEST TAPE LLC	97234326	DVDS	05/17/2019	71.22	.00		
2504 c	MIDWEST TAPE LLC	97234328	DVD	05/17/2019	9.74	.00		
2504 c	MIDWEST TAPE LLC	97262736	DVDS	05/17/2019	78.72	.00		
2504 c	MIDWEST TAPE LLC	97295294	DVD	05/17/2019	26.24	.00		
2504 c	MIDWEST TAPE LLC	97295296	DVD	05/17/2019	17.24	.00		
3973 c	FINDAWAY WORLD	283843	PLAYAWAYS	05/17/2019	116.23	.00		
4922 c	BLACKSTONE PUBLISHING	1107824	DVDS	05/17/2019	44.75	.00		
4922 c	BLACKSTONE PUBLISHING	111072	DVDS	05/17/2019	45.94	.00		
Total 10055110324:					596.54	.00		
10055110340								
2433 c	AMAZON.COM LLC	2542661	THERMAL CASH REGISTER TAPE	05/17/2019	49.00	.00		
2433 c	AMAZON.COM LLC	6790657	BARCODE SCANNER	05/17/2019	136.00	.00		
2433 c	AMAZON.COM LLC	8445859	GLOVES/DISPLAY RECEIVER	05/17/2019	51.98	.00		
3087 c	KONE INC	921223131	DOOR MAINTENANCE - ELEVATOR	05/17/2019	2,210.00	.00		
3161 c	MENARDS	2303060128	SMOKE/CO ALARM - LIBRARY	05/17/2019	69.98	.00		
3977 c	EDWARDSON PLUMBING	3062	CHECK PUMPS -- LIBRARY	05/17/2019	85.00	.00		
4900 c	BRODART CO. LIBRARY SUPPLI	524957	REPAIR TAPE/ENVELOPES - LIBRARY	05/17/2019	91.68	.00		
Total 10055110340:					2,693.64	.00		
10055110390								
2433 c	AMAZON.COM LLC	0617000	CABLE LOCK KIT - LAPTOP	05/17/2019	31.80	.00		
4921 c	APPLE STORE	W708683151	IPAD - LIBRARY	05/17/2019	618.00	.00		
Total 10055110390:					649.80	.00		
10055110810								
4790 c	LAKESHORE LIBRARY SYSTEM	2101	COMPUTER - LIBRARY	05/17/2019	2,822.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 10055110810:					2,822.00	.00		
10055142790								
2151 c	BROWN CAB SERVICE INC	1721	MAY 2019 SHARED RIDE TAXI	05/17/2019	4,788.88	.00		
Total 10055142790:					4,788.88	.00		
10055200221								
21 ch	ALLIANT ENERGY	APR 19 07849	078495 ELECTRIC CHARGES	05/17/2019	79.23	.00		
21 ch	ALLIANT ENERGY	APR 19 41346	413465 ELECTRIC CHARGES	05/17/2019	25.12	.00		
21 ch	ALLIANT ENERGY	APR 19 56315	563154 ELECTRIC CHARGES	05/17/2019	98.73	.00		
21 ch	ALLIANT ENERGY	APR 19 64653	646535 ELECTRIC CHARGES	05/17/2019	87.13	.00		
21 ch	ALLIANT ENERGY	APR 19 79371	793712 ELECTRIC CHARGES	05/17/2019	18.67	.00		
21 ch	ALLIANT ENERGY	MAR 19 06930	069305 ELECTRIC CHARGES	05/17/2019	467.98	.00		
Total 10055200221:					776.86	.00		
10055200340								
21 ch	ALLIANT ENERGY	MAR 19 92135	9213591995 ELECTRIC CHARGES	05/17/2019	19.90	.00		
96 ch	BJOIN LIMESTONE INC	71531A	LIMESTONE FOR PARKS	05/17/2019	180.76	.00		
3404 c	BURNS FULL SERVICE LLC	APRIL 2019A	APRIL 2019 PARKS SMALL ENGINE PARTS	05/17/2019	4.95	.00		
3690 c	CEDAR CORPORATION	99454	OLD RACETRACK BALLFIELD REPAIR	05/17/2019	636.00	.00		
4633 c	SCOTT, BONNIE	5/17/19	REIMBURSEMENT FOR FLOWERS AT CENT	05/17/2019	43.47	.00		
Total 10055200340:					885.08	.00		
10055200385								
3404 c	BURNS FULL SERVICE LLC	APRIL 2019A	APRIL 2019 GAS/DIESEL CHARGES - PARKS	05/17/2019	113.69	.00		
Total 10055200385:					113.69	.00		
10055200820								
908 ch	CITY OF JANESVILLE	00081775	NEW BALLFIELD - LANDFILL FEE	05/17/2019	25.00	.00		
3690 c	CEDAR CORPORATION	99462	BASEBALL FIELD LAYOUT FOR RACETRACK	05/17/2019	1,997.75	.00		
4779 c	LITTLE LIMESONE, INC	10374	LIMESTONE - NEW BASEBALL FIELD	05/17/2019	3,444.20	.00		
Total 10055200820:					5,466.95	.00		
10055420221								
21 ch	ALLIANT ENERGY	MAR 19 35496	354961 ELECTRIC CHARGES	05/17/2019	168.79	.00		
Total 10055420221:					168.79	.00		
10055420224								
21 ch	ALLIANT ENERGY	APR 19 12422	124223 GAS CHARGES	05/17/2019	22.02	.00		
21 ch	ALLIANT ENERGY	MAR 19 35496	354961 GAS CHARGES	05/17/2019	41.55	.00		
Total 10055420224:					63.57	.00		
10055420225								
4659 c	CENTURYLINK	1467525594	LONG DISTANCE CHARGES	05/17/2019	.10	.00		
Total 10055420225:					.10	.00		
10055420340								
484 ch	MIDWEST POOL SUPPLY	79973	BULK CHEMICALS FOR POOL	05/17/2019	1,998.80	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 10055420340:					1,998.80	.00		
10055420820								
3690 c	CEDAR CORPORATION	99461	MUNICIPAL POOL ELECT/FILTER UPGRADE	05/17/2019	915.00	.00		
Total 10055420820:					915.00	.00		
10056300154								
779 ch	WI DEPT OF EMPLOYEE TRUST	JUNE 2019A	JUNE 2019 HEALTH INSURANCE	05/17/2019	405.02	.00		
Total 10056300154:					405.02	.00		
10056300155								
490 ch	SECURIAN FINANCIAL GROUP,	JUNE 2019A	JUNE 2019 LIFE INSURANCE	05/17/2019	6.81	.00		
Total 10056300155:					6.81	.00		
40057140820								
3690 c	CEDAR CORPORATION	99455	LIBRARY HVAC DESIGN	05/17/2019	440.00	.00		
Total 40057140820:					440.00	.00		
40057328820								
3690 c	CEDAR CORPORATION	99458	2019 CITY SIDEWALK REPLACEMENT PROG	05/17/2019	2,016.28	.00		
Total 40057328820:					2,016.28	.00		
40057330820								
3690 c	CEDAR CORPORATION	99457	SWEENEY ROAD RECONSTRUCTION	05/17/2019	8,765.00	.00		
Total 40057330820:					8,765.00	.00		
60380840340								
1043 c	TRANSUNION LLC	APRIL 2019A	MEMBERSHIP DUES	05/17/2019	16.66	.00		
Total 60380840340:					16.66	.00		
60380843740								
4919 c	SVEUM, DON	4/24/19	OVERPAYMENT - WATER BILL	05/17/2019	2.56	.00		
Total 60380843740:					2.56	.00		
Grand Totals:					119,814.43	1,850.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
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Total General Fund Vouchers: \$119,814.43

Total Payroll Check Date 5/10/19: \$74,982.46

GRAND TOTAL OF GENERAL FUND: \$194,796.89

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.Input Date = 05/17/2019

**MAY 20, 2019 FINANCE COMMITTEE MEETING
LICENSE REVIEW
CITY OF EDGERTON**

OPERATORS LICENSE:

Megan Luchsinger
Katie Crisp

TOBACCO LICENSE:

Hotspot Liquors & Smokes

EDGERTON CITY FINANCE COMMITTEE MEETING CERTIFICATION:

DAVID ESAU

CANDY DAVIS

SARAH BRAUN

\$100.00 (pd)

Application for Cigarette and Tobacco Products Retail License

Submit to municipal clerk.

MUNICIPAL USE ONLY

License Number
Period Covered 5/21/19 - 6/30/20
Date of Issuance

Applicant's Wisconsin 15-digit Sales Tax Account Number 4561035246921002

← This must be issued in the same Legal Name of the licensee below.

Legal Name (corporation, limited liability company, partnership or sole proprietorship) Hand B LLC			Federal Employer Identification No. (FEIN) 014-1003024692604		
Trade or Business Name (if different than Legal Name) Hotspot Liquors + Smokes			Telephone Number (262) 327-2665		
Business Address (License Location) #611, N. MAIN ST.		Business Located In <input checked="" type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Town		Business Telephone ()	
Municipality EDGERTON	State WI	Zip Code 53534	of: EDGERTON		County ROCK
Mailing Address (if different than Business Address)			Municipality City of Edgerton	State WI	Zip Code 53534

Organization (check one)

- Sole Proprietor Wisconsin Corporation – Enter date incorporated: _____
- Partnership Out-of-State Corporation – Are you registered to do business in Wisconsin? Yes No
- Other (describe) LLC

- Yes No 1. Does the applicant understand that they must purchase cigarettes only from distributors or jobbers who hold a permit with the Wisconsin Department of Revenue?
- Yes No 2. Does the applicant understand that they must obtain a Tobacco Products Distributor permit if purchasing untaxed tobacco products from an out-of-state company? (Tobacco Products Distributor permit is available from the Wisconsin Department of Revenue at 608-266-6701. See application form CTP-129, revenue.wi.gov/forms/excise/ctp-129.pdf.)
- Yes No 3. Does the applicant understand that they cannot purchase/exchange cigarettes or tobacco products from another retailer, including transferring existing stock to a new owner?
- Yes No 4. Does the applicant understand that they must provide employees with tobacco sales training approved by the Wisconsin Department of Health Services? (<https://witobaccocheck.org>)
- Yes No 5. Does the applicant understand that they may not sell, give or otherwise provide cigarettes/tobacco products and nicotine products to minors (including electronic cigarettes containing nicotine)?
- Yes No 6. Does the applicant understand that they may not sell single cigarettes?
- Yes No 7. Does the applicant understand that cigarette and tobacco products invoices must be kept on the licensed premises for two years from the date of the invoice and be available for inspection by the Wisconsin Department of Revenue/law enforcement and that failure to comply can result in criminal penalties, including loss of cigarettes/tobacco products?
- Yes No 8. Does the applicant understand that only cigarettes and roll-your-own (RYO) tobacco products listed on the Wisconsin Department of Justice's website labeled "Directory of Certified Tobacco Manufacturers and Brands" at www.doj.state.wi.us/dls/tobacco-directory may be sold in Wisconsin?

Cigarettes / Tobacco will be sold over counter through vending machine both

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the applicant. Applicant agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, cannot be assigned to another.

Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.

B. Kumar
(Officer of Corporation / Member / Manager of Limited Liability Company / Partner / Individual)

Michelle L Roettger
County Treasurer

Stephanie L Kleinheinz
Deputy Treasurer



Office of County Treasurer
51 South Main Street
Janesville, WI 53545
Office: 608-757-5670
Fax: 608-757-5577

To: Municipal Treasurers for the Towns of Beloit, Center, Clinton, Fulton, Harmony, Johnstown, LaPrairie, Lima, Milton, Plymouth, Porter, Spring Valley and Turtle, Villages of Clinton, Footville, and Orfordville, Cities of Beloit, Brodhead, Edgerton, Evansville, Janesville, and Milton

From: Michelle Roettger, Rock County Treasurer

Date: April 18, 2019

Re: Revise Fee Charged to Municipalities for First Installment Real Estate Tax Collections

Last November, I was asked by a Finance Committee member when the last time the per parcel fee was increased. I found that it had not changed since 2012.

I did a cost breakdown and have it available for you, if you would like to see it.

Today the committee voted to increase the per parcel charge for 2019 twenty cents (20¢) to seventy-five cents (75¢) per parcel.

Because of this change, each municipality must sign a new Tax Collection Agreement, which is attached below. Please return the signed agreement to me by June 1st.

Thank you for your consideration and prompt attention to this matter.

2018 was 55¢
2,317 parcels.
increase of \$460-\$475

TAX COLLECTION AGREEMENT

This Agreement is entered into between Rock County (hereinafter referred to as "County"), and _____ (hereinafter referred to as "Taxation District"), pursuant to secs. 66.0301(2) and 74.10, Wis. Stats. Execution of this Agreement was authorized by Rock County Board of Supervisors Resolution No. 98-5B-039, adopted 5-28-98, and by Resolution No. _____, adopted _____, by the _____.

By executing this Agreement, Taxation District designates Rock County as its agent to receive all property taxes for which the Taxation District has sent bills. Rock County hereby agrees to provide collection services to the Taxation District, and the Taxation District hereby agrees to pay the Rock County Treasurer for performing these services, in accordance with the terms of this agreement.

1. COLLECTIONS

(a) The Rock County Treasurer will process the mail and counter collections of first, full, or installment payments of real estate property taxes and timely personal property taxes, special charges and special assessments on behalf of the municipality, but will not collect dog licenses fees or other monies due the municipality not shown on the tax statement.

(b) Payments received by Taxation District directly will be transmitted along with the postmarked envelope or other notation as to date of receipt by Taxation District to the Rock County Treasurer immediately. Rock County will note timeliness as to the taxpayer's payment according to postmark or date certified by Taxation District.

(c) The Rock County Treasurer will deposit daily collections on behalf of Taxation District into a "Tax Clearing Account" in the County's name to be credited no later than the second working day into an account in the name of Taxation District to be established by the Taxation District. Taxation District is responsible to provide the Rock County Treasurer with needed account information. Taxation District will have full control of this bank account. County will be entitled to all interest accruing on funds in County's "Tax Clearing Account."

2. REIMBURSEMENT/PAYMENT FOR SERVICES

(a) Taxation District shall pay an annual fee of \$100 to the Rock County Treasurer. In addition, Taxation District shall pay 75 cents for each parcel receipt for which the Taxation District is credited payment at the time of the February settlement. The Rock County Treasurer shall provide receipts upon request to all taxpayers that provide a stamped, self-addressed envelope and to all taxpayers that pay in person. The per parcel fee of 75 cents will be due from the Taxation District after each installment collection provided by the County on behalf of the Taxation District.

(b) The Rock County Treasurer shall prepare the bill for each Taxation District under the above reimbursement formula by March 15, which shall be paid by the Taxation District on or before April 15 of that year. If there is more than one installment collection the Rock County Treasurer shall prepare the bill for the Taxation District under the above reimbursement formula fifteen days after the installment due date. The Taxation District shall pay the bills for more than one installment to the County Treasurer within thirty days.

(c) This reimbursement formula shall remain in effect unless the County notifies Taxation District of a new rate prior to May 1 of the tax year in which the new rate shall apply.

3. TERMINATION

This agreement shall continue until terminated by either party upon six month prior notice to either party.

Dated: _____

Dated: _____

(Name of Taxation District)

ROCK COUNTY

by _____

by _____

its _____

Chair, Rock County Board
of Supervisors

Dated: _____

Dated: _____

by _____

by _____

its _____

Rock County Clerk

Dated: _____

Dated: _____

by _____

by _____

its _____

Rock County Treasurer

STANDARD FORM OF
BID ANALYSIS
PROJECT NUMBER 4894-0077

WHEREAS City of Edgerton (hereinafter referred to as the OWNER) has received bids on the 14th day of May, 2019 for Contract "19E-02" – Sweeney Road Reconstruction (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 \$510,521.00. The bid includes a list of unit price bid items for excavation and construction of water main, sanitary sewer, storm sewer, curb, and street paving along with landscaping, seeding, etc. along Sweeney Road.

2. A total of three bids were submitted for this project. The second low bidder was G. Fox & Son, Inc. at \$542,349.75 and the third low bidder was Maddrell Excavating, LLC at \$713,283.75. The bid tab is attached.
3. This project includes work on both Sweeney Road and Chamberlain Street in Edgerton. The work on Sweeney Road is generally the replacement of the 6" water main with new 8" water main, and replacing the 8" clay sanitary sewer with 8" PVC pipe. Storm sewer will be improved by adding new pipe and inlets. The entire length of Sweeney Road will be excavated and new curb and gutter, concrete driveway aprons and sidewalk will be added where no sidewalk currently exists. The project will also plant 18 trees in the open terrace areas. The street will then be paved. The work on Chamberlain Street consists of replacement of 8" sanitary sewer to provide depth on Sweeney Road and then repave the roadway from Sweeney Road to the next manhole to the east (approx.. 205').
4. The ENGINEER'S estimate for schedule A work was \$615,000 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 within 12 weeks of starting work, but no

later than October 11, 2019 and fully completed by June 15, 2020.

8. The roadway portion of the project will be partially funded using Local Road Improvement Funds (LRIP). The City has submitted for Safe Drinking Water (SDW) funding from the WDNR and if approved would be used to partially fund the watermain replacement work.
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



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

Date: May 15, 2019



BID TABULATION

**SWEENEY ROAD RECONSTRUCTION
CONTRACT "19E-02"
CITY OF EDGERTON
EDGERTON, WI**

MAY 14, 2019

PROJECT NAME:	Sweeney Road Reconstruction	PROJECT NO:	4894-0077	R. T. Fox Contractors, Inc. P.O. Box 331 5628 Hwy M Edgerton, WI 53534		G. Fox & Son, Inc. 6246 N. Fox Road Janesville, WI 53548		Maddrell Excavating, LLC N 3371 West 3rd Avenue Brodhead, WI 53520		TOTAL
				UNIT	QTY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	
2100.00001	GRUBBING	L.S.	1	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$2,500.00	\$2,500.00	
2100.00101	REMOVE CURB AND GUTTER	L.F.	1,964	\$3.00	\$5,892.00	\$5.00	\$9,820.00	\$4.00	\$7,856.00	
2100.00102	REMOVE CONCRETE	S.Y.	220	\$12.00	\$2,640.00	\$5.00	\$1,100.00	\$22.00	\$4,840.00	
2100.00105	REMOVE VALVE MANHOLE	EA.	2	\$500.00	\$1,000.00	\$200.00	\$400.00	\$1,850.00	\$3,700.00	
2100.00106	REMOVE HYDRANT	EA.	2	\$500.00	\$1,000.00	\$50.00	\$100.00	\$1,500.00	\$3,000.00	
2100.00201	SALVAGE ASPHALTIC PAVEMENT (MILLING)	S.Y.	4,730	\$1.00	\$4,730.00	\$3.00	\$14,190.00	\$2.75	\$13,007.50	
2100.00401	SAW/CUT	L.F.	136	\$3.00	\$408.00	\$5.00	\$680.00	\$3.00	\$408.00	
2200.00001	EXCAVATION, COMMON (CUT 1815 CY.)	L.S.	1	\$25,000.00	\$25,000.00	\$30,000.00	\$30,000.00	\$95,000.00	\$95,000.00	
2200.99001	EXCAVATION, COMMON EBS (AS ORDERED)	CY	170	\$20.00	\$3,400.00	\$50.00	\$8,500.00	\$26.00	\$4,420.00	
2221.00101	FOUNDATION	C.Y.	15	\$1.00	\$15.00	\$30.00	\$450.00	\$65.00	\$975.00	
2225.00001	CRUSHED AGGREGATE BASE, ROADWAY	TON	1,650	\$12.00	\$19,800.00	\$15.00	\$24,750.00	\$14.00	\$23,100.00	
2225.00002	CRUSHED AGGREGATE BASE, SIDEWALK AND DRIVEWAY	TON	230	\$12.00	\$2,760.00	\$15.00	\$3,450.00	\$14.00	\$3,220.00	
2225.00201	BREAKER RUN	TON	1,650	\$12.00	\$19,800.00	\$20.00	\$33,000.00	\$14.00	\$23,100.00	
2225.00201	BREAKER RUN FOR EBS (AS ORDERED)	TON	400	\$12.00	\$4,800.00	\$20.00	\$8,000.00	\$14.00	\$5,600.00	
2225.00202	GEOTEXTILE FABRIC	S.Y.	4,950	\$1.50	\$7,425.00	\$2.00	\$9,900.00	\$4.00	\$19,800.00	
2270.00011	SILT FENCE (AS ORDERED)	LF	100	\$1.00	\$100.00	\$2.00	\$200.00	\$3.00	\$300.00	
2270.00014	INLET PROTECTION	EA.	6	\$100.00	\$600.00	\$50.00	\$300.00	\$100.00	\$600.00	
2270.00015	AGGREGATE TRACKING PAD	C.Y.	40	\$15.00	\$600.00	\$20.00	\$800.00	\$22.00	\$880.00	
2513.00175	HMA, BINDER, 1.75"	TON	490	\$66.00	\$32,340.00	\$75.30	\$36,897.00	\$66.00	\$32,340.00	
2513.01175	HMA, SURFACE, 1.75"	TON	490	\$69.00	\$33,810.00	\$77.80	\$38,122.00	\$69.00	\$33,810.00	
2513.99001	SPLIT SEQUENCING OF ASPHALT PLACEMENT	LS	1	\$7,000.00	\$7,000.00	\$7,200.00	\$7,200.00	\$6,000.00	\$6,000.00	
2521.00030	CONCRETE CURB AND GUTTER, 30" BARRIER	L.F.	1,967	\$15.00	\$29,505.00	\$14.50	\$28,521.50	\$13.75	\$27,046.25	
2521.00204	CONCRETE SIDEWALK, 4"	S.F.	2,050	\$7.00	\$14,350.00	\$6.00	\$12,300.00	\$4.95	\$10,147.50	
2521.00206	CONCRETE SIDEWALK AND DRIVEWAY, 6"	S.F.	3,150	\$8.00	\$25,200.00	\$7.00	\$22,050.00	\$5.25	\$16,537.50	
2521.00301	DETECTABLE WARNING FIELD	EA.	3	\$300.00	\$900.00	\$300.00	\$900.00	\$240.00	\$720.00	

PROJECT NAME: Sweeney Road Reconstruction		UNIT		R. T. Fox Contractors, Inc.		G. Fox & Son, Inc.		Maddrell Excavating, LLC		
PROJECT NO: 4894-0077		ITEM NO.	ITEM DESCRIPTION	QTY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
2713.00006	WATERMAIN, DUCTILE IRON, 6"	L.F.	109	\$80.00	\$8,720.00	\$4.00	\$4,360.00	\$85.00	\$9,265.00	
2713.00008	WATERMAIN, DUCTILE IRON, 8"	L.F.	974	\$85.00	\$82,790.00	\$52.00	\$50,648.00	\$85.00	\$82,790.00	
2713.00210	WATER SERVICE LATERAL, COPPER, 1.0"	L.F.	400	\$30.00	\$12,000.00	\$20.00	\$8,000.00	\$55.00	\$22,000.00	
2713.00310	CORPORATION STOP, 1.0"	E.A.	16	\$300.00	\$4,800.00	\$300.00	\$4,800.00	\$250.00	\$4,000.00	
2713.00410	CURB STOP AND BOX, 1.0"	E.A.	16	\$300.00	\$4,800.00	\$300.00	\$4,800.00	\$250.00	\$4,000.00	
2713.00501	HYDRANT	E.A.	2	\$6,000.00	\$12,000.00	\$5,000.00	\$10,000.00	\$5,500.00	\$11,000.00	
2713.00606	CONTROL VALVE AND BOX, GATE, 6"	E.A.	2	\$1,500.00	\$3,000.00	\$1,500.00	\$3,000.00	\$1,650.00	\$3,300.00	
2713.00608	CONTROL VALVE AND BOX, GATE, 8"	E.A.	3	\$2,000.00	\$6,000.00	\$2,000.00	\$6,000.00	\$2,200.00	\$6,600.00	
2713.00701	CONNECT TO EXISTING	E.A.	4	\$200.00	\$800.00	\$5,000.00	\$20,000.00	\$2,500.00	\$10,000.00	
2713.00901	INSULATION, 4"	S.F.	32	\$10.00	\$320.00	\$4.00	\$128.00	\$50.00	\$1,600.00	
2720.00012	STORM SEWER, RCP, 12"	L.F.	91	\$50.00	\$4,550.00	\$42.00	\$3,822.00	\$55.00	\$5,005.00	
2720.00024	STORM SEWER, RCP, 24"	L.F.	47	\$60.00	\$2,820.00	\$54.00	\$2,538.00	\$60.00	\$2,820.00	
2720.00301	STORM MANHOLE, TYPE I	V.F.	26.3	\$100.00	\$2,630.00	\$80.00	\$2,104.00	\$275.00	\$7,232.50	
2720.00353	STORM INLET, TYPE III	V.F.	11.2	\$200.00	\$2,240.00	\$120.00	\$1,344.00	\$250.00	\$2,800.00	
2720.00402	STORM CASTING, TYPE HR	E.A.	2	\$400.00	\$800.00	\$500.00	\$1,000.00	\$450.00	\$900.00	
2720.00403	STORM CASTING, TYPE HL	E.A.	2	\$400.00	\$800.00	\$500.00	\$1,000.00	\$450.00	\$900.00	
2720.00404	STORM CASTING, TYPE HD	E.A.	2	\$400.00	\$800.00	\$500.00	\$1,000.00	\$450.00	\$900.00	
2720.00801	CONNECT TO EXISTING STORM PIPE	E.A.	3	\$200.00	\$600.00	\$600.00	\$1,800.00	\$2,500.00	\$7,500.00	
2720.01004	SANITARY SEWER LATERAL, PVC SDR 35, 4"	L.F.	263	\$38.00	\$9,994.00	\$20.00	\$5,260.00	\$55.00	\$14,465.00	
2720.01006	SANITARY SEWER LATERAL, PVC SDR 35, 6"	L.F.	263	\$38.00	\$9,994.00	\$26.00	\$6,838.00	\$58.00	\$15,254.00	
2720.01008	SANITARY SEWER, PVC SDR 35, 8"	L.F.	1,044	\$50.00	\$52,200.00	\$62.00	\$64,728.00	\$70.00	\$73,080.00	
2720.01114	WYE, 8"X4"	E.A.	11	\$100.00	\$1,100.00	\$80.00	\$880.00	\$150.00	\$1,650.00	
2720.01116	WYE, 8"X6"	E.A.	11	\$100.00	\$1,100.00	\$80.00	\$880.00	\$150.00	\$1,650.00	
2720.01201	SANITARY MANHOLE, TYPE I	V.F.	42.2	\$200.00	\$8,440.00	\$300.00	\$12,660.00	\$225.00	\$9,495.00	
2720.01251	OUTSIDE DROP	V.F.	5.1	\$100.00	\$510.00	\$500.00	\$2,550.00	\$500.00	\$2,550.00	
2720.01301	SANITARY CASTING, TYPE E	E.A.	4	\$400.00	\$1,600.00	\$400.00	\$1,600.00	\$450.00	\$1,800.00	
2720.01401	CONNECT TO EXISTING SANITARY PIPE	E.A.	1	\$500.00	\$500.00	\$500.00	\$500.00	\$2,500.00	\$2,500.00	
2720.01402	CONNECT TO EXISTING SANITARY STRUCTURE	E.A.	1	\$500.00	\$500.00	\$500.00	\$500.00	\$2,500.00	\$2,500.00	
2720.05001	TELEVISION	L.F.	1.044	\$2.00	\$2,088.00	\$4.00	\$4,176.00	\$3.00	\$3,132.00	
2890.00010	TRAFFIC CONTROL	L.S.	1	\$6,000.00	\$6,000.00	\$1,500.00	\$1,500.00	\$17,500.00	\$17,500.00	
2910.00101	RESTORATION, SEED	S.Y.	1,325	\$6.00	\$7,950.00	\$5.00	\$6,625.00	\$17.50	\$23,187.50	
2910.99001	TREE, GREENSPHIRE LINDEN	E.A.	2	\$500.00	\$1,000.00	\$528.00	\$1,056.00	\$1,000.00	\$2,000.00	
2910.99002	TREE, SKYLINE HONEYLOCUST	E.A.	2	\$500.00	\$1,000.00	\$547.00	\$1,094.00	\$1,000.00	\$2,000.00	

PROJECT NAME:		Sweeney Road Reconstruction							
PROJECT NO:		4894-0077							
ITEM NO.	ITEM DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
2910.99003	TREE, SWAMP WHITE OAK	EA	2	\$500.00	\$1,000.00	\$604.00	\$1,208.00	\$1,000.00	\$2,000.00
2910.99004	TREE, NORTHERN RED OAK	EA	2	\$500.00	\$1,000.00	\$604.00	\$1,208.00	\$1,000.00	\$2,000.00
2910.99005	TREE, HACKBERRY	EA	2	\$500.00	\$1,000.00	\$566.00	\$1,132.00	\$1,000.00	\$2,000.00
2910.99006	TREE, COFFEETREE	EA	2	\$500.00	\$1,000.00	\$535.00	\$1,070.00	\$1,000.00	\$2,000.00
2910.99007	TREE, JAPANESE TREE LILAC	EA	2	\$500.00	\$1,000.00	\$515.00	\$1,030.00	\$1,000.00	\$2,000.00
2910.99008	TREE, CLEVELAND SELECT PEAR	EA	1	\$500.00	\$500.00	\$515.00	\$515.00	\$1,000.00	\$1,000.00
2910.99009	TREE, SPRING SNOW CRAB	EA	2	\$500.00	\$1,000.00	\$450.00	\$900.00	\$1,000.00	\$2,000.00
2910.99010	TREE, PRAIRIFIRE CRAB	EA	1	\$500.00	\$500.00	\$465.25	\$465.25	\$1,000.00	\$1,000.00
1210.00000	ALLOWANCES	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
PROJECT TOTAL					\$510,521.00		\$542,349.75		\$713,283.75

Project No: 4894-0075
Addn. No: 37
Date: 02/26/19

ADDENDUM TO AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement shall be an addition to, and subject to the conditions contained in that Agreement for Services dated April 5, 2011, between Cedar Corporation (ENGINEER), and City of Edgerton (OWNER).

WHEREAS the OWNER wishes to engage the ENGINEER to provide various services as described below, in accordance with ENGINEER procedures, standards, and normal billing practices, and

WHEREAS the project to which such services apply is referred to as the PROJECT and described generally as follows: Race Track Park Ball Diamond Layout, and

WHEREAS the ENGINEER has agreed to perform such work.

NOW, THEREFORE, and in consideration of the above, the ENGINEER and the OWNER do hereby agree and covenant as follows:

SECTION 1 - SERVICES

The PROJECT includes the following improvements:

Project: Race Track Park Ball Diamond Layout

- Description: Staking out and making measurements needed to layout the area in the park where a future ball diamond is planned to be constructed. This includes following the direction of City staff for the alignment and grades for the ball diamond.

1.1 RESIDENT ENGINEERING/SURVEY/LAYOUT

The ENGINEER agrees to provide Resident Engineering Services for the PROJECT. These services do not guarantee the Contractor's performance which is covered by the Contractor's bond, but by providing these services, the ENGINEER endeavors to protect the OWNER against defects and deficiencies in the PROJECT work and endeavors to insure compliance with the drawings and specifications within reasonable tolerances generally accepted in the Trade.

- The OWNER has requested the ENGINEER to provide staking, surveying and measurements in the field to allow future construction of a new ball diamond at Race Track Park. This work will be completed at the direction of City staff.

Services to be offered by the ENGINEER are limited to those specified below:

- The original setting of lines and grades for future ball field.
- Checking of lines and grades at intervals during construction.
- Observation of completed work for compliance with drawings and specifications.
- Keeping field measurement records.

1.2 ADDITIONAL ENGINEERING SERVICES

The ENGINEER shall under this paragraph provide optional additional professional services which are often a part of the project, but which have not been included under previous paragraphs. These services shall be provided **AT ADDITIONAL COST** under the method indicated in Section 2.

Examples of these services include, but are not limited to:

Providing services which are not in accordance with ENGINEER procedures, standards or normal billing practices, assistance to attorneys and appearances before courts or boards on matters of litigation or arbitration, redesign ordered by the OWNER after the original design concept has been reviewed and accepted by the OWNER, laboratory testing, tune up and testing of equipment, plant operation and maintenance manuals, training of operators, final computation of total eligible PROJECT cost including engineering, construction, administration, etc., for purposes of audit on projects involving grants, etc.

The ENGINEER agrees to provide the following Additional Engineering Services for the PROJECT:

- None requested at this time. However, services of the type listed above will be provided under this paragraph **AT ADDITIONAL COST** if authorized in writing by the OWNER.

SECTION 2 - COMPENSATION

AN INITIAL PAYMENT OF Zero Dollars (\$0.00) shall be made upon execution of this Agreement and credited to the OWNER's account at final payment.

2.1 PER DIEM

Whereas the OWNER has elected to compensate the ENGINEER for services under paragraphs 1.1 and 1.2 on a Per Diem Basis, such compensation shall include payment for labor, direct expenses, and other compensation as follows:

Hourly Rate Schedule: The hourly rates to be used for this item shall be determined by the hourly rate schedule incorporated into this agreement as shown below or attached schedule. The ENGINEER reserves the right to adjust the overhead rate, which is used in determining the above hourly rates, on a yearly basis.

Direct Expenses: Reimbursement of direct expenses incurred in connection with the PROJECT, including but not limited to the following:

- Reimbursable expenses (e.g. long distance telephone, subsistence and lodging, commercial transportation, postage and shipping, expense of purchased services, lease of specialized equipment, etc.).
- Mileage expenses per IRS regulations (currently 58 cents/mile).
- Fees paid for securing approval of authorities having jurisdiction over the PROJECT.
- Printing and reproduction.
- Actual reproduction costs and mailing costs for Bidding Documents less the non-refundable purchase amount received for the Bid Documents.
- Equipment costs (e.g., computers, automated survey instruments, CADD equipment, etc.).

Payments are due and payable thirty (30) days from the date of the ENGINEER's invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the rate of one percent (1%) per month from invoice date.

The estimated cost follows:

Items 1.1 through 1.2 = \$ 2,000 (NTE)

Other Compensation: It is understood that when requested by the OWNER, the ENGINEER shall procure the services of independent inspection bureaus, laboratories, soil exploration firms, etc. However, this is for the convenience of the OWNER and the ENGINEER shall provide coordination only of these services at the labor rates determined above.

SECTION 3 - TIMETABLE

Estimated Project Schedule:

Ball Diamond Layout/Survey September/October 2018

The ENGINEER is prepared to work within the above schedule, unless delays occur due to unforeseen circumstances beyond the control of the ENGINEER.

SECTION 4 - SPECIAL CONDITIONS

None

All other provisions of that Agreement referred to above shall remain in force unless otherwise modified or deleted above.

IN WITNESS WHEREOF the parties hereto set their hands and seals dated this _____ day of _____, 2019.

For OWNER:

City of Edgerton

By: _____

Name: _____

Title: _____

By: _____

Name: _____

Title: _____

For ENGINEER:

Cedar Corporation

By: _____

Name: _____

Title: _____

By: _____

Name: _____

Title: _____

2019 Schedule of Hourly Rates

<u>TITLE</u>	<u>RATE</u>
Principal	\$145.00
Director	\$135.00
Lead Project Manager	\$132.00
Senior Project Manager / Lead Senior Planner	\$130.00
Lead Engineer	\$130.00
Senior Architect	\$125.00
Project Manager III	\$125.00
Senior Construction Manager	\$125.00
Project Manager II	\$120.00
Landscape Architect	\$110.00
Project Engineer III / Project Manager I	\$110.00
Technician V	\$106.00
Senior Planner	\$105.00
Project Engineer II / Environmental Specialist III	\$102.00
Architect / Technician IV / Technical Specialist	\$ 95.00
Professional Land Surveyor II / Project Engineer I	\$ 95.00
Construction Manager	\$ 95.00
Environmental Specialist II	\$ 91.00
Professional Land Surveyor I	\$ 90.00
Staff Engineer II	\$ 88.00
Technician III	\$ 85.00
Environmental Specialist I	\$ 81.00
Staff Engineer I	\$ 80.00
Planner II / Technician II	\$ 75.00
Planner I / Administrative Assistant II	\$ 70.00
Technician I	\$ 69.00
Administrative Assistant I	\$ 65.00
Intern-Coop	\$ 62.00

Reimbursable Expenses (in addition to compensation for professional services if not included in contract):

Photocopying (24" x 36")	\$7.00/sheet
Photocopying (11" x 17")	\$2.00/sheet
Photocopying (8½" x 11")	\$0.50/sheet
Vehicle Mileage	\$0.58/mile ¹
GPS/Robotic Survey Equipment	\$30/hour

¹ Mileage reimbursement is subject to adjustment during the calendar year based on the IRS standard mileage rate

Field supplies are charged to the project at cost. Review fees required by approving authorities shall be paid directly by the Owner.

THIS RATE SCHEDULE, APPENDED TO ANY CONTRACT, IS SUBJECT TO ANNUAL ADJUSTMENT BEGINNING WITH THE MARCH BILLING OF EACH YEAR.



Memo

To: Common Council
From: Staff
Date: 5/17/2019
Re: May 20, 2019 Meeting

Purchase Agreement for 407 N Main Street: Attached is an amended purchase agreement for 407 N Main Street. The amendment permits the City to remediate all hazards inside the building and to raze the structure with the assistance of a grant from the WEDC.

Cedar Contract for S Main Street design: Attached is a contract with Cedar Corp for the design of the street portion of the S Main Street project. Staff submitted the contract to the DOT staff in an effort to ensure the contract covers all the requirements of a DOT project (which are more than a city funded street project) and to verify the costs are in line with projects of this type. The DOT indicated that the costs are lower than they typically see. This may be due to the fact that the City has already paid for the survey work and some of the storm sewer design work as part of the utility work the city will undertake in 2021. The contract does not include the costs associated with the acquisition of the all easements.

Tourism: A group of volunteers has been working on the creation of a Tourism Zone that would include the City of Edgerton and the Towns of Fulton and Albion. A Tourism Zone is a geographic area in which a room tax is collected on overnight lodging. The tax revenue is used to support tourism marketing to benefit the Zone. The Towns of Albion and Fulton have heard the presentation of the proposed Tourism Zone and have recommended the group promoting the creation of the Zone begin the formal adoption process. The City Council will hear about the proposal at Monday's meeting (See attached background information.)

ADDENDUM TO AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement shall be an addition to, and subject to the conditions contained in that Agreement for Services dated April 5, 2011, between Cedar Corporation (ENGINEER), and the City of Edgerton (OWNER).

WHEREAS the OWNER wishes to engage the ENGINEER to provide various services as described below, in accordance with ENGINEER procedures, standards, and normal billing practices; and

WHEREAS the project to which such services apply is referred to as the PROJECT and described generally as follows: Design for reconstruction of South Main Street from City Limit (CTH F) to Lord Street (USH 51); Wisconsin Department of Transportation Project ID 5798-00-11; and

WHEREAS the ENGINEER has agreed to perform such work.

NOW, THEREFORE, and in consideration of the above, the ENGINEER and the OWNER do hereby agree and covenant as follows:

SECTION 1 – SERVICES

The PROJECT includes the following general items:

- Design of the street reconstruction and storm sewer of South Main Street from City Limit (CTH F) to Lord Street (USH 51) in the City of Edgerton and provide Wisconsin Department of Transportation (DEPARTMENT) standard design reports, environmental documentation, hazardous materials assessment, subsurface investigations, agency coordination, utility coordination, public involvement, meetings, surveys, and road plans; and plans, specifications, & estimates (P.S. & E.). The construction of this PROJECT is being funded in part by the DEPARTMENT.

1.1 SCOPE OF SERVICES

The ENGINEER agrees to provide the following services for the PROJECT.

A. DESIGN REPORTS

- (1) Prepare the following engineering reports/analyses as required by the DEPARTMENT:
 - a. Encroachment Report
 - b. Transportation Management Plan (TMP)
 - c. Pavement Design Report
 - d. Design Study Report
 - e. Construction Estimate Report

B. ENVIRONMENTAL DOCUMENTATION

Execute a disclosure statement as required by 40 CFR 1506.5(c).

Prepare a Programmatic Categorical Exclusion (PCE) for the PROJECT as specified in the MANUAL and Chapter TRANS 400, Wisconsin Administrative Code. Furnish the required number to the DEPARTMENT for approval.

Prepare an environmental document that evaluates reasonable alternatives to the PROJECT and consider other reasonable actions or activities that may achieve the same or similar goals of the proposed highway PROJECT, including other or additional transportation alternatives and intermodal opportunities and the alternative of taking no action. Evaluate alternative courses of action based upon a balanced consideration of the environment, public comments, and the need for safe and efficient transportation consistent with local, state, and national environmental goals. Prepare environmental documents that are concise and emphasize significant environmental issues and plausible alternatives. Comply with requirements specified in the MANUAL and TRANS 400, Wisconsin Administrative Code. In the event of a conflict between the MANUAL and TRANS 400, Wisconsin Administrative Code, the administrative rule supersedes.

- (1) Historical and Archaeological Surveys and Studies:
 - (a) The ENGINEER shall prepare a report as required in the "Guidelines for Preparation of Formal Report on Archaeological Materials or Sites" as specified in the MANUAL. The ENGINEER shall document the results of the reconnaissance survey for architecture/history using the "Architecture/History Survey Form".
- (2) Hazardous Materials/Contamination Assessments:
 - (a) Conduct a Phase I investigation for the PROJECT in accordance with the MANUAL.
 - (b) The OWNER acknowledges that the ENGINEER is not, by virtue of this CONTRACT, the owner or generator of any waste materials generated as a result of the Hazardous Materials/ Contamination Assessments services performed by the ENGINEER under this CONTRACT. Dispose of investigative waste in accordance with the MANUAL.
- (3) Native American Coordination:
 - (a) The ENGINEER shall prepare the notification letter and submit to the DEPARTMENT for review and approval. Letters will be mailed out by the DEPARTMENT.

- (4) Wetland Investigations:
 - (a) The ENGINEER shall identify wetland impacts in conjunction with the Department of Natural Resources and provide for compensation of wetland loss, if necessary, following the procedures in the MANUAL and the “Wisconsin Department of Transportation Wetland Mitigation Banking Technical Guideline dated March 2002.”

C. AGENCY COORDINATION

- (1) Section 401 and 402 Certifications:

Evaluate the effects of the PROJECT on water quality, in accordance with the provisions of the Clean Water Act and Chapter TRANS 400, Wisconsin Administrative Code and the MANUAL; and prepare the necessary application.

- (2) Section 404 Permits:

Evaluate the potential for discharge of fill materials into the waters of the United States, in accordance with the provisions of the Clean Water Act and Chapter TRANS 400, Wisconsin Administrative Code and the MANUAL; and prepare the necessary permit application.

- (3) US Fish & Wildlife (USFW):

The ENGINEER shall coordinate with the US Fish and Wildlife (USFW) for the Northern Long Eared Bat and Rusty Patched Bumble Bee.

D. UTILITY COORDINATION

- (1) Utility Coordination

Perform all utility coordination in accordance with:

- a) The ENGINEER shall follow the procedures of the DEPARTMENT Guide to Utility Coordination for non-TRANS 220 projects; however, the ENGINEER shall maintain a utility log and provide updates to the DEPARTMENT at notification, 30%, 60%, and 90% PROJECT stages.
- b) The ENGINEER will coordinate plans with the OWNER for water and sanitary sewer utilities.

E. PUBLIC INVOLVEMENT

- (1) Public Involvement Meetings:

- (a) Conduct or assist the OWNER in holding two public involvement meeting(s) and explain to the public concepts and probable impacts of this PROJECT.

- (b) Prepare all exhibits and supplementary handout material and provide the equipment necessary to conduct the public involvement meeting(s).
- (c) Prepare a summary report after the public involvement meeting(s).
- (d) Discuss with the OWNER the comments received and recommend the possible disposition of these comments and suggestions after the public involvement meeting(s).
- (e) Make all the necessary arrangements for scheduling the public involvement meeting(s) and provide notices and press releases for the DEPARTMENT'S use.
- (f) Provide the DEPARTMENT with copies of all public involvement correspondence and file notes.
- (g) Coordinate meeting schedules with the DEPARTMENT and the OWNER.

F. MEETINGS

- (1) The ENGINEER shall hold an Operational Planning Meeting to discuss the organization and processing of the Services under this CONTRACT.
- (2) A 30% Plan review Meeting/Conference Call with the OWNER and the DEPARTMENT shall be held as directed by the DEPARTMENT.
- (3) A 60% Plan review Meeting/Conference Call with the OWNER and the DEPARTMENT shall be held as directed by the DEPARTMENT.
- (4) A 90% Plan review Meeting/Conference Call with the OWNER and the DEPARTMENT shall be held as directed by the DEPARTMENT.
- (5) The ENGINEER shall attend the pre-construction meeting as scheduled by the DEPARTMENT.

G. SURVEYS

- (1) The ENGINEER shall set horizontal and vertical control based on the Wisconsin County Coordinate System, Rock County.
- (2) The ENGINEER shall provide additional topographic survey to verify existing utility locations, add missing areas not surveyed for the sewer and water replacement project, locate existing property pins, locate wetland boundaries, and establish the existing right of way.

H. STREET PLANS

- (1) The ENGINEER shall submit 30%, 60%, and 90% plans to the DEPARTMENT and City of Edgerton for review and comment.
- (2) The following plan sheets will be included:
 - a. Title Sheet
 - b. General Notes
 - c. Typical Sections
 - d. Construction Details
 - e. Traffic Control/Detour Plans
 - f. Erosion Control Plans
 - g. Storm Sewer Plans
 - h. Pavement Marking and Signing Plans
 - i. Road Plan and Profile
 - j. Cross Sections

I. PLANS, SPECIFICATIONS, AND ESTIMATES (P.S.&E.)

- (1) The ENGINEER shall submit the Plan Letter, Sample Proposal with the Highway Work Proposal and Special Provisions, Recommendation to Governor for Contract and Bond Approval Form, Utility Status Report, Certificate of Right of Way, Contract Time for Completion, News Release, Notes to Construction, and the Wetland Impact Tracking Form portion of the P.S.&E. electronically as specified in the MANUAL to the DEPARTMENT.

J. PLATS

Not included at this time. This work will be added, through an amendment, once property impacts are known for the PROJECT.

K. OPINIONS OF PROBABLE COST

Any opinion of the construction cost prepared by the ENGINEER represents his judgment as a design professional and is supplied for the general guidance of the OWNER. Since the ENGINEER has no control over the cost of labor and material, or over competitive bidding or market conditions, the ENGINEER does not guarantee that bids or actual construction costs to the OWNER will not vary from ENGINEER's opinions of probable cost. If the OWNER desires greater assurance as to construction costs, OWNER shall employ an independent cost estimator.

L. SERVICES PROVIDED BY THE OWNER OR DEPARTMENT

The OWNER or DEPARTMENT will provide to the ENGINEER the following for the PROJECT:

1. As-built plans and/or Plat, as may be available.
2. Traffic projections.
3. Known utility names and contacts.
4. Publication of Public Informational Meeting (PIM) Notice.
5. Mailing list for Public Informational Meeting.

1.2 ADDITIONAL ENGINEERING SERVICES

The ENGINEER shall under this paragraph provide *optional* additional professional services which are often a part of the project, but which have not been included under previous paragraphs. These services shall be provided *AT ADDITIONAL COST* under the method indicated in Section 2.

A. RIGHT-OF-WAY PLATS (*NOT PART OF BASE CONTRACT*)

- (1) Prepare Right-of-Way Plats in accordance with the MANUAL.
- (2) A right of way description shall be provided for all individual parcels of land to be acquired as Right of Way for the PROJECT. An individual legal description shall be provided for each parcel, or an envelope description that does not cover more than one page of the plat. Descriptions shall be by metes and bounds in accordance with the provisions as set forth in the MANUAL, or in the case of platted property by suitable reference to the platted data. For all unplatted property, the descriptions shall be references to and tied into the pertinent section or quarter section corners.
- (3) Field locate and temporarily mark the new right of way boundaries in a manner which will facilitate the appraisal of all affected parcels.
- (4) Monument the new and existing right of way boundaries in accordance with the procedures outlined in the MANUAL.

SECTION 2 - COMPENSATION

2.1 COST PLUS A FIXED FEE COMPENSATION

Whereas the OWNER has elected to compensate the ENGINEER for services under paragraph(s) 1.1 on a Cost Plus a Fixed Fee basis, such compensation shall be as follows:

1.1 SCOPE OF SERVICES:

Estimated Labor Costs:

Direct Salary	\$ 61,555.00
Overhead	\$ 102,595.00
Estimated Direct Expenses	\$ <u>2,445.00</u>

Estimated Cedar Total	166,595.00
Estimated Other Compensation:	
Archeologist/Historical	\$ 4,252.00
Wetlands Investigation	\$ 4,000.00
Total Estimated Compensation:	<u>\$ 174,847.00</u>

The above cost items shall be computed on the basis of Direct Salary, Overhead, Direct Expenses, and Other Compensation, as defined below:

Direct Salary:

The cost for this item shall be the ENGINEER's Direct Salary cost for these services. Direct Salary cost is defined as the direct compensation paid to the employee exclusive of benefits, excise, and payroll taxes, etc.

Overhead:

The cost for this item shall be 166.65% of the ENGINEER's Direct Salary cost for these services. The ENGINEER reserves the right to adjust the overhead rate on a yearly basis. Where Contract Labor is used by the ENGINEER, the Direct Salary cost shall be adjusted to provide a comparable mark-up.

Direct Expenses:

Reimbursement of direct expenses incurred in connection with the PROJECT, including but not limited to the following:

- Reimbursable expenses (e.g. long distance telephone, subsistence and lodging, commercial transportation, postage and shipping, expense of purchased services, lease of specialized equipment, etc.).
- Mileage expense at IRS regulations.
- Fees paid for securing approval of authorities having jurisdiction over the PROJECT.
- Printing and reproduction.
- Equipment costs (e.g. computers, automated survey instruments, CADD equipment, etc.).

Other Compensation: It is understood that when requested by the OWNER, the ENGINEER shall procure the services of independent inspection bureaus, laboratories, soil exploration firms, etc. However, this is for the convenience of the OWNER and the ENGINEER shall provide coordination only of these services at the labor rates determined above.

Payments are due and payable thirty (30) days from the date of the ENGINEER's invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the rate of one percent (1%) per month from invoice date.

SECTION 3 - TIMETABLE

- (1) Services under this CONTRACT are planned to be completed and submitted to the DEPARTMENT by August 1, 2021, for a Bid Letting on February 8, 2022.
- (2) The following items of work will be completed and submitted to the DEPARTMENT by the indicated dates. This assumes the ENGINEER has received the Notice to Proceed by June 1, 2019.

Report Title	Date
Field Survey	July, 2019
Operational Planning Meeting	August, 2019
Pavement Design Report	October, 2019
PIM #1	November, 2019
30% Road Plan, Estimate, and Road Builder's Quantities	November, 2019
Environmental Document	April, 2020
PIM #2	April, 2020
Transportation Management Plan	July, 2020
Design Study Report	August, 2020
Right of Way Plat	To Be Determined
60% Road Plan, Estimate, and Road Builder's Quantities	August, 2020
90% Road Plans, Estimate, and Road Builder's Quantities	June 1, 2021
Final P.S.& E.	August 1, 2021

The ENGINEER is prepared to work within the above schedule, unless delays occur due to unforeseen circumstances beyond the control of the ENGINEER.

SECTION 4 - SPECIAL CONDITIONS

- (1) The ENGINEER proposes to sublet these following services:
 - (a) Historical and Archeological Investigations.
 - (b) Wetland Delineation.
- (2) Right of Way Plats Section 1.2 are not included as part of this contract until completion of the preliminary design and the right of way requirements are known; at

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that time the number of parcels affected and title searches required will be known and the costs associated. An amendment for Right of Way Plat Services will be issued at that time.

All other provisions of that Agreement referred to above shall remain in force unless otherwise modified or deleted above.

IN WITNESS WHEREOF the parties hereto set their hands and seals dated this _____ day of _____, 2019.

For OWNER:

For ENGINEER:

CITY OF EDGERTON

CEDAR CORPORATION

By: _____

By:  _____

Name: _____

Name: William A. Betzig, P.E.

Title: _____

Title: Sr. Project Manager

By: _____

By:  _____

Name: _____

Name: David K. Sauer, P.E.

Title: _____

Title: Director