

**NOVEMBER 1, 2021 FINANCE COMMITTEE MEETING MINUTES
CITY OF EDGERTON**

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

Present: Candy Davis, Sarah Braun (remote), and Tim Shaw

Others Present: City Administrator Ramona Flanigan, Clerk–Treasurer Cindy Hegglund, Police Chief Robert Kowalski, Library Director Kirsten Almo, Municipal Services Director Howard Moser, and a few citizens.

Clerk-Treasurer Hegglund confirmed the meeting agendas were properly posted on Friday, October 29, 2021 at the Post Office, Edgerton Library, and City Hall.

MINUTES: A Tim Shaw/Sarah Braun motion to approve the minutes from the October 18, 2021 Finance meeting passed on a 3/0 roll call vote.

PAY REQUESTS: A Candy Davis/Tim Shaw motion to approve pay request #1 from JB Johnson Brothers for the W Fulton St crosswalk replacement project in the amount of \$108,385.90 passed on a 3/0 roll call vote.

A Candy Davis/Sarah Braun motion to approve pay request #1 from Sir Lines-A-Lot, LLC for the Hwy 51 and 59 pavement marking project in the amount of \$81,999.16 passed on a 3/0 roll call vote.

BILLS AND PAYROLL: A Candy Davis/Tim Shaw motion to approve the bills and payroll in the amount of \$443,959.09 passed on a 3/0 roll call vote.

STORMWATER CREDIT: A Candy Davis/Tim Shaw motion to approve a stormwater credit for overcharges at 407 N Main St in the amount of \$35.52 passed on a 3/0 roll call vote.

HEATING SYSTEM FOR POLICE STATION: Police Chief Kowalski stated when the thermostat for the HVAC system was replaced the heating and cooling system was inspected. The technician recommended against using the heating system this year because the system could cause an electrical fire. Both units were installed in 1986.

Staff received three bids for the replacement of the system. When obtaining the bids, the companies were also asked if the systems could accommodate a heat pump to be used with solar panels. The low bidder's system could not accommodate this request.

Police Chief Kowalski stated staff hopes to install solar panels within 1 or 2 years. Given the information obtained from the bidders, he recommends the Committee go with the second lowest bid that can accommodate a heat pump.

A Tim Shaw/Sarah Braun motion to approve the second lowest bid for a heating and cooling system at the police station from Al Beyers in the amount of \$5,489.00 passed on a 3/0 roll call vote.

RESOLUTION 19-21: A Candy Davis/Tim Shaw motion to recommend to Council approval of City of Edgerton Resolution 19-21: Declaring the City Council's intentions for the Lord Street sidewalk project to exercise special assessment police powers under sec. 660703 Wis. Stats. passed on a 3/0 roll call vote.

RESOLUTION 20-21: Clerk-Treasurer Heggund stated the write-off of delinquent personal property taxes and uncollectable invoices are done annually. Staff will continue to make attempts to collect these items but the City's auditors ask that items older than two years be taken off the books.

One of the invoices to be written-off was an invoice for legal services related to the development of the tourism board. During the creation of the board, it was thought the Edgerton Area Chamber of Commerce would oversee the tourism and be involved with the board. Now that the Tourism Board is established, the Chamber is not involved and it would be unfair to expect them to pay a portion of the legal fees.

Candy Davis asked if the Tourism Board should be invoiced. Heggund stated the City does receive money from the room tax. Most of the funds that the Tourism Board receives are used to pay their consultant. Staff felt that given these factors, they do not recommend invoices the Board.

As for the delinquent personal property taxes, Heggund stated staff will continue to try to collect and possibly submit them to the State Debt Collection system. Staff also watches for license requests or other City services that may be withheld until the delinquencies are paid.

A Candy Davis/Tim Shaw motion to recommend to Council, adoption of City of Edgerton Resolution 20-21: Approving the write-off of 2019 delinquent personal property taxes and uncollectable invoices passed on a 3/0 roll call vote.

PUBLIC EVENT PACKETS: A Candy Davis/Sarah Braun motion to approve the public event packet for the American Legion Auxiliary Chili Drive Thru and waive any fees passed on a 3/0 roll call vote.

A Candy Davis/Tim Shaw motion to approve the public event packet for Home for the Holidays Parade and Tree Lighting and waive any fees passed on a 3/0 roll call vote.

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

Cindy Heggund, Clerk-Treasurer

Adopted November 15, 2021