

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

**Monday, March 1, 2021 at 6:30 p.m.**

**NOTE: DUE TO COVID-19 EXPOSURE IN CITY HALL, THE MEETING WILL BE  
BY REMOTE ACCESS ONLY.**

**REMOTE PARTICIPATION:** To participate or view the meeting, please select the link to the meeting listed on the **calendar events** on the City website's home page at [www.cityofedgerton.com](http://www.cityofedgerton.com).

1. Call to order; Roll call
2. Confirmation of appropriate meeting notice posted on Friday, February 26, 2021.
3. Consider Approval of February 15, 2021 minutes.
4. Consider approval of bills and payroll vouchers.
5. Consider licenses applications.
  - a. Consider Operator's License for Katie Crisp.
6. Consider releasing donated museum funds to tobacco museum organization.
7. Consider declaring City Hall multifunction DVD recorder and Apex Lite Digital Video recorder as surplus.
8. Finance Director's report.
9. Adjourn.

Notice: If a person with a disability requires that the meeting be accessible or that materials at the meeting be in an accessible format, call the City Administrator's office at least 6 hours prior to the meeting to request adequate accommodations. Telephone: (608) 884-3341.

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.

**FEBRUARY 15, 2021 FINANCE COMMITTEE MEETING MINUTES  
CITY OF EDGERTON**

Candy Davis called the meeting to order at 6:46 p.m.

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

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

Clerk-Treasurer Cindy Hegglund confirmed the meeting agendas were properly posted on Friday, February 12, 2021 at the Post Office, Edgerton Library and City Hall.

**APPROVE MINUTES:** A Sarah Braun/Tim Shaw motion to approve the minutes from the February 1, 2021 Finance Committee meeting passed on a 3/0 roll call vote.

**BILLS AND PAYROLL:** A Candy Davis/Sarah Braun motion to approve the bills and payroll list in the amount of \$3,565,036.87 passed on a 3/0 roll call vote.

**SALE OF AIR COMPRESSOR:** A Candy Davis/Tim Shaw motion to accept the high auction bid of \$11,100 for the Sullair 185 Portable Air Compressor passed on a 3/0 roll call vote.

**BIDS FOR PUBLIC WORKS SHOP AIR COMPRESSOR:** A Candy Davis/Sarah Braun motion to accept the bid from Northern Tool & Equipment for an Ingersoll Rand Type-30 Reciprocating air compressor in the amount of \$1,439.99 passed on a 3/0 roll call vote.

**BIDS FOR PARKS DEPARTMENT LAWN MOWER:** Municipal Services Director Howard Moser reported 13 bids were submitted for the lawn mower. Only three of the bids met the specifications.

Staff was not familiar with the lowest bid machine, Toro 72918, so Moser went to inspect the mower. After comparing the different mowers, he determined that the Gravely 670, the second lowest bid, was a better fit for the City operations. The Gravely has a larger engine, stronger deck, larger rear drive tires and is overall a much sturdier model than the Toro. Staff recommends the purchase of the Gravely 670.

A Candy Davis/Tim Shaw motion to accept the second lowest bid from Burn's Full Service for a Gravely 670 in the amount of \$12,314.75 passed on a 3/0 roll call vote.

Being no other business before the Committee, a Sarah Braun/Tim Shaw motion to adjourn passed on a 3/0 roll call vote.

Cindy Hegglund  
City Clerk-Treasurer

Adopted March 1, 2021

## Report Criteria:

Detail report.  
Invoices with totals above \$0 included.  
Paid and unpaid invoices included.  
Invoice.Invoice Date = 02/26/2021

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
<b>10021532</b>								
13 ch	AFLAC	498654	MONTHLY AFLAC PREMIUM	02/26/2021	167.63	.00		
Total 10021532:					167.63	.00		
<b>10051440340</b>								
4498 c	SAM'S CLUB	2/15/21	ELECTION FOOD	02/26/2021	44.42	.00		
Total 10051440340:					44.42	.00		
<b>10051520210</b>								
604 ch	ROCK CO TREASURER	2/12/21	2020 TAX COLLECTION CHARGES - FIRST IN	02/26/2021	1,844.50	.00		
Total 10051520210:					1,844.50	.00		
<b>10051530210</b>								
3225 c	ACCURATE APPRAISAL LLC	3346	FEBRUARY 2021 ASSESSOR SERVICES	02/26/2021	16,250.00	.00		
Total 10051530210:					16,250.00	.00		
<b>10051600210</b>								
596 ch	ROBINSON'S MARKETING DIV I	26733	CLEANING THROUGH 2/12/21 - CITY HALL	02/26/2021	110.00	.00		
Total 10051600210:					110.00	.00		
<b>10051600340</b>								
557 ch	PHOENIX CONSULTING INC	1021803	FILE SERVER REPAIR - CITY HALL	02/26/2021	135.84	.00		
4270 c	BEST BUY	806422509653	TELEVISION - CONFERENCE ROOM	02/26/2021	389.99	.00		
Total 10051600340:					525.83	.00		
<b>10052120380</b>								
3175 c	MOTOR PARTS & EXHAUST LLC	11440-323706	LIGHT BULB- SQUAD	02/26/2021	9.99	.00		
Total 10052120380:					9.99	.00		
<b>10052120385</b>								
923 ch	KWIK TRIP	JAN 2021	JAN 2021 FUEL CHARGES - POLICE DEPT	02/26/2021	1,460.38	.00		
Total 10052120385:					1,460.38	.00		
<b>10052150210</b>								
596 ch	ROBINSON'S MARKETING DIV I	26733	CLEANING THROUGH 2/12/21 - POLICE DEP	02/26/2021	119.00	.00		
Total 10052150210:					119.00	.00		
<b>10053240340</b>								
5163 c	GIUFFRE BROS CRANES, INC	94573	REPAIRS TO LIFT	02/26/2021	12,147.61	.00		
Total 10053240340:					12,147.61	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
<b>10053310340</b>								
5058 c	COUNTYLINE T'S	2/15/21	FACE MASKS - DPW	02/26/2021	42.00	.00		
Total 10053310340:					42.00	.00		
<b>10053310380</b>								
3175 c	MOTOR PARTS & EXHAUST LLC	11440-323923	FUEL FILTER - STREETS VEHICLE	02/26/2021	16.44	.00		
3175 c	MOTOR PARTS & EXHAUST LLC	11440-323964	STARTER - TRUCK #8	02/26/2021	180.11	.00		
Total 10053310380:					196.55	.00		
<b>10053318340</b>								
4619 c	CARGILL	2905883054	ROAD SALT	02/26/2021	1,645.68	.00		
4619 c	CARGILL	2905886829	ROAD SALT	02/26/2021	1,699.32	.00		
4619 c	CARGILL	2905908711	ROAD SALT	02/26/2021	5,122.27	.00		
4619 c	CARGILL	2905942269	ROAD SALT	02/26/2021	3,122.57	.00		
4619 c	CARGILL	2905945833	ROAD SALT	02/26/2021	1,646.39	.00		
4619 c	CARGILL	2905963787	ROAD SALT	02/26/2021	3,154.75	.00		
4619 c	CARGILL	2905984195	ROAD SALT	02/26/2021	1,661.41	.00		
4619 c	CARGILL	2905987855	ROAD SALT	02/26/2021	1,679.29	.00		
4619 c	CARGILL	2906002945	ROAD SALT	02/26/2021	1,740.08	.00		
4619 c	CARGILL	2906006991	ROAD SALT	02/26/2021	1,750.09	.00		
Total 10053318340:					23,221.85	.00		
<b>10053420221</b>								
21 ch	ALLIANT ENERGY	JAN 21 833074	833074 ELECTRIC CHARGES	02/26/2021	4,641.08	.00		
Total 10053420221:					4,641.08	.00		
<b>10055200820</b>								
3563 c	ALLIANT ENERGY - SPECIAL PR	2021-RTP	TRENCH AND BORING FOR RACETRACK PA	02/26/2021	11,183.00	.00		
Total 10055200820:					11,183.00	.00		
<b>40057612820</b>								
5164 c	PRAIRIE NURSERY	000042657	NATIVE GRASSES - CITY HALL	02/26/2021	161.93	.00		
Total 40057612820:					161.93	.00		
Grand Totals:					72,125.77	.00		

---

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
--------	-------------	----------------	-------------	--------------	-----------------------	-------------	-----------	-----

---

Grand Total General Fund Vouchers: \$72,125.77  
Total Payroll Check Date 2/26/2021: \$71,700.30  
GRAND TOTAL OF GENERAL FUND: \$143,826.07  
Finance Committee Members Signatures of Approval:

---

TIMOTHY SHAW

---

CANDY DAVIS

---

SARAH BRAUN

---

Report Criteria:  
Detail report.  
Invoices with totals above \$0 included.  
Paid and unpaid invoices included.  
Invoice.Invoice Date = 02/26/2021

---

**FEBRUARY 24, 2021 FINANCE COMMITTEE MEETING  
LICENSE REVIEW  
CITY OF EDGERTON**

**OPERATORS LICENSE**

Katie Crisp

EDGERTON CITY FINANCE COMMITTEE MEETING CERTIFICATION:

\_\_\_\_\_  
CANDY DAVIS

\_\_\_\_\_  
SARAH BRAUN

\_\_\_\_\_  
TIM SHAW

# Memo

To: Common Council  
From: Staff  
Date: 2/25/2021  
Re: March 1, 2021 Meeting

---

**Release of donated Museum Funds.** The now “retired” museum group donated funds to the City for use in future museum related efforts. (A copy of the provisions of the donation is attached.) There is currently \$1,540 left from the donation. As indicated in the following statement, Sarah Braun has requested the City release the funds for their use.

“We will establish a function bank account, and then hold a board meeting to approve use of the funds for web hosting, remedial conservation supplies, and donor/collection online database. We are also in the process of launching our first fundraiser, so it would be ideal to have those funds available to us in order to have accurate banking details to connect to our online presence for people wishing to donate and/or purchase items from the foundation.”

If the Council does release the funds, the motion should include a condition that the Board use the funds in accordance with the provisions of the original donation.

March 27, 2020

Cindy Hegglund  
Edgerton Clerk/Treasurer  
12 Albion Street  
Edgerton, WI 53534

Dear Cindy,

The Tobacco City Museum Committee would like to donate the remainder of our funds to the City for use in the promotion and recognition of Edgerton's history. We would like you to accept these funds and keep them in a separate account, interest bearing if possible. We are granting the City authority to use the funds with the following general objectives in mind:

- Benefit or support a historical museum;
- Preserve historical artifacts;
- Purchase display furniture to encourage the display of the artifacts in appropriate public places; and
- Publicize Edgerton history to attract visitors to the community.

We do not want these funds used for the following:

- The conversion of 1 W Fulton Street (Dickinson Warehouse) to a museum.

We are proud of the work we have done over the years to celebrate and preserve Edgerton's history and trust that you will use your best judgement in the use of this donation to continue our work.

Tobacco City Museum Inc.,

*Sally J. Pennekamp, Treas.*

Amount \$2049.78  
100 48511