

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

Monday, February 21, 2022 at 7:00 p.m.

NOTICE: The meeting noticed above will also be live streamed on a Zoom platform: To 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. Due to occasional technical difficulties, citizen participation via Zoom may not be possible.

1. Call to order; Roll call
2. Pledge of Allegiance.
3. Confirmation of appropriate meeting notice posted on Friday, February 18, 2022.
4. Council acceptance of agenda.
5. Personal appearances for non-agenda items limited to 3 minutes.
6. Minutes:
 - A. Consider approval of minutes from February 7, 2022 Council meeting.
7. Committee Reports:
 - A. Finance Committee:
 1. Consider approval of bills and payroll vouchers.
 2. Consider license applications.
 - a. Consider Temporary Class B Wine and Beer License for Edgerton FFA Alumni for March 11, 2022.
 3. Consider City of Edgerton Resolution 05-22: Authorizing the Issuance and Sale of \$405,000 Sewer System Mortgage Revenue Bonds of the City of Edgerton, Rock and Dane Counties, Wisconsin, and Providing for the Payment of the Bonds and Other Details with Respect to the Bonds.
 4. Consider charging TIF #8 interest on advance.
 5. Consider Administrative Assistant starting wage.
 6. Consider engineering fees for design engineering of the W. Fulton St project (west of Menhall).
 7. Consider limited term intern position.
 8. Consider purchase of welder.
 9. Consider purchase of plow truck.
 - B. Plan Commission
 1. Consider introducing and approving the first reading of City of Edgerton Ordinance 22-02: Amend Section 22.210 "Official Zoning Map" of the code of Zoning

Ordinances to amend the zoning for the Edgerton Apartments located south of Lake Drive and west of Dairyland Drive.

- C. Library Board:
 - 1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meeting.
 - D. Utility Commission:
 - 1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meeting.
 - E. Historic Preservation Commission:
 - 1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meeting.
 - F. Personnel Committee:
 - 1. Consider re-adoption of the Personnel Policy and Procedure Manual.
 - 2. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meeting.
 - G. Tree Board:
 - 1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meeting.
 - H. Police Commission:
 - 1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meeting.
8. Consider adoption of City of Edgerton Resolution 06-22: Resolution Requesting American Rescue Plan Funding from the County of Rock to Support Fire and EMS Protection Across North Central and Northeastern Rock County.
9. Consider Mayor's recommendation of appointment to Tree Board.
10. Mayor, alderperson and staff reports.
11. Adjourn

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

**FEBRUARY 7, 2022 COMMON COUNCIL MEETING MINUTES
CITY OF EDGERTON**

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

Present: Sarah Braun, Casey Langan, Candy Davis, Tim Shaw, Paul Davis, and Jim Burdick.

Others Present: City Administrator Ramona Flanigan, Clerk/Treasurer Cindy Hegglund, Municipal Services Director Howard Moser, Fire Chief Randy Pickering, Lt. David Kanable, City Attorney Bill Morgan, Administrative Assistant Wendy Loveland and a few citizens.

Hegglund confirmed the meeting agendas were properly posted on Friday, February 4, 2022 at the Post Office, Edgerton Library, City website, and City Hall.

ACCEPT THE AGENDA: A Sarah Braun/Tim Shaw motion to accept the agenda as printed passed, all voted in favor.

MINUTES: A Paul Davis/Sarah Braun motion to approve the minutes from the January 17, 2022 Common Council meeting passed, all voted in favor.

A Paul Davis/Casey Langan motion to approve the minutes from the January 27, 2022 Special Common Council meeting passed, all voted in favor.

PUBLIC MEETING FOR USDA RURAL DEVELOPMENT FUNDING: The sewer portion of the S Main Street utility reconstruction project is being partially funded with a USDA Rural Development loan and grant. This program will provide \$405,000 in low interest loan funds (interest rate at 1.75%) and \$219,000 in grant funds. The loan will be repaid on a 40-year amortization schedule and there is no prepayment penalty. The total estimated cost of the sewer portion of the project is \$880,000. The Mayor asked if anyone from the public wished to comment on the funding and the project.

No public input or questions were received.

COMMITTEES:

Finance Committee: A Candy Davis/Sarah Braun motion to approve the bills and payroll list in the amount of \$205,341.54 passed on a 6/0 roll call vote.

A Candy Davis/Tim Shaw motion to adopt City of Edgerton Resolution 24-21B: 2022 Salary Resolution as amended, passed on a 6/0 roll call vote.

A Candy Davis/Sarah Braun motion to adopt City of Edgerton Resolution 02-22: Approving budget transfers and amendments for the year ending December 31, 2021 passed on a 6/0 roll call vote.

A Candy Davis/Tim Shaw motion to adopt City of Edgerton Resolution 03-22: Authorizing the 2021 Property Tax Equivalent Charged to the Water Utility passed on a 6/0 roll call vote.

A Candy Davis/Sarah Braun motion to adopt City of Edgerton Resolution 04-22: Approving the Assigned Fund Balance for the Year Ending December 31, 2021.

A Candy Davis/Tim Shaw motion to approve a Supersized ED grant for 6 W Fulton St in the amount of \$5,370 with all work being completed within 1 year, passed on a 6/0 roll call vote.

A Candy Davis/Sarah Braun motion to approve a Supersized Façade grant for roofing at 115 Henry St in the amount of \$10,000 with all work being completed within 1 year, passed on a 6/0 roll call vote.

A Candy Davis/Tim Shaw motion to approve a Supersized Façade grant for a second exit at 115 Henry St in the amount of \$10,000 contingent on approval by the Historic Commission and all work being completed in 1 year, passed on a 6/0 roll call vote.

A Candy Davis/Sarah Braun motion to approve a Supersized ED grant for installation of a HVAC unit at 110 Henry St in the amount of \$6,000 with all work being completed within 1 year, passed on a 6/0 roll call vote.

A Candy Davis/Tim Shaw motion to approve a Supersized ED grant for installation of plumbing on the first floor at 110 Henry St in the amount of \$5,600 with all work being completed within 1 year, passed on a 6/0 roll call vote.

A Candy Davis/Casey Langan motion to approve a Supersized Façade grant for roofing at 110 Henry St in the amount of \$10,000 with all work being completed within 1 year, passed on a 6/0 roll call vote.

A Candy Davis/Sarah Braun motion to approve a Supersized Façade grant for replacement of the garage door with a window system and replace the rear access door at 110 Henry St in the amount of \$8,459.50 contingent on approval by the Historic Commission and all work being completed in 1 year, passed on a 6/0 roll call vote.

A Candy Davis/Tim Shaw motion to approve a Supersized Façade grant for replacement of windows at 110 Henry St in the amount of \$10,000 contingent on approval by the Historic Commission and all work being completed within 1 year, passed on a 6/0 roll call vote.

A Candy Davis/Sarah Braun motion to approve a Supersized ED grant for flooring at 110 Henry St in the amount of \$6,000 with all work being completed within 1 year, passed on a 6/0 roll call vote.

A Candy Davis/Tim Shaw motion to approve awarding the E Fulton St retaining wall replacement bid to JB Johnson Bros in the amount of \$159,170.00 passed on a 6/0 roll call vote.

A Candy Davis/Sarah Braun motion to approve the purchase of a new 2022 front end loader from Miller Bradford and Riesberg, Inc in the amount of \$181,500 less the trade in value of \$42,000 for a net of \$139,500 passed on a 6/0 roll call vote.

Utility Commission: A Paul Davis/Candy Davis motion to approve the second reading and adopt City of Edgerton Ordinance 22-01: Amend Chapter 12, Section 12.15(4)(j) "Swimming Pool Fills" and Section 12.015(5) "Policy for Leakage Adjustments to Water and Sewer Customers" of the Code of General Ordinances passed on a 6/0 roll call vote.

Plan Commission: A Paul Davis/Jim Burdick motion to approve the extraterritorial land division to create Newville Trails Subdivision having 620 lots and 4 outlots in Section 1 of the Town of Fulton on Hillside Rd and Jason Dr for Petry passed on a 6/0 roll call vote.

APPOINTMENT OF CITY CLERK: A Candy Davis/Casey Langan motion to approve the appointment of Wendy Loveland as City Clerk effective February 14, 2022 passed on a 6/0 roll call vote.

LIMITED ENGLISH PROFICIENCY LANGUAGE ACCESS PLAN: A Sarah Braun/Paul Davis motion to approve the City of Edgerton's Limited English Proficiency Language Access Plan passed on a 6/0 roll call vote.

Being no other business before the Council, a Paul Davis/Casey Langan motion to adjourn passed, all voted in favor.

Cindy Heggland/wl
City Clerk-Treasurer

Adopted February 21, 2022

Memo

To: Common Council
From: Staff
Date: 2/18/2022
Re: February 21, 2022 Meeting

USDA RD S Main Funding: As discussed at the last meeting, the city will close on the loan and receive the grant money from the USDA RD program for the sewer work on S Main Street. The resolution in your packet authorizes the issuance of the revenue bonds for the loan closing.

Interest charges the TIF owes the General Fund: When a TIF borrows money (called an advance) from the General Fund, the General Fund charges the TIF interest on the loan. It has been the City's practice to charge the TIF the same interest rate the City earned on its savings during the term of the loan since this would be the amount of interest income the City was unable to earn on the loaned money. TIF #8 owes the General Fund is \$6,810. The Council would have to approve the transfer of funds from TIF #8 to the General Fund for interest charges.

Quotes for welder: The 2022 budget includes \$5,000 (net of trade in) for the purchase of a new Millermatic 252 welder for the municipal garage. Staff contacted several vendors and the lowest responsible quote is from Airgas USA, LLC in the amount of \$5,449.00. Staff plans to surplus the current welder with an estimated sale price of \$1,500. Staff requests authorization to purchase the new welder from Airgas USA, LLC in the amount of \$5,449.00.

Plow Truck Purchase: The 2022 budget includes funding for a new single axle plow truck. Staff contacted several vendors and the lowest responsible proposal is from Lakeside International in the amount of \$218,629.28. This proposal is for a standard demo unit with a modified upfit package from Monroe equipment including a stainless-steel V-box salt/sand spreader, wing plow and front plow. This is significantly over the budgeted amount of \$160,000 but with the savings of \$30,500 from the front-end loader purchase it leaves a shortfall of \$28,129.28. This amount could be taken from the Street Maintenance Capital Improvements funds and leave a balance of \$65,828.72 for road repairs in 2022. This does not reflect the amount the city will receive from the sale of the current plow truck.

Option A: Staff requests authorization to purchase a new 2023 HV507 SFA International plow truck from Lakeside International in the amount of \$218,629.28.

Option B: Wait and see if prices come down later this year which seems unlikely.

Option C: Seek out a used plow truck that fits within the budget. Wisconsin Surplus auction site routinely has vehicles available throughout the year. These auctions often have closing dates/times that may not allow for a regularly scheduled Council meeting to request approval. If this is the preferred direction, Staff would ask for authorization to spend a specified dollar amount on a replacement truck.

Wage for Administrative Assistant: Assuming the Personnel Committee appoints Maddie Friend to the fill the vacant Administrative Assistant's position at the February 21 meeting, staff recommends a starting wage at the one-year step based on her experience.

Cedar Contract for BIL application for W Fulton Street pavement replacement: The DOT will be receiving almost \$1.3 billion in federal funding for road and bridge repair. The program will be similar to the S Main Street project funding in that it provides 80% grant funding **for construction**. The DOT will hold two rounds of grant applications to award these funds. The first round is on a very fast track and only uncomplicated projects will be considered. Normally only collector and arterial streets are eligible for these grant funds but in this case, 15% of the grant funds will be available for local streets. Staff reviewed the program criteria and proposes the City apply for the funding as follows:

- In the first round, apply for a pavement reconstruction project for W Fulton Street from Hwy 59 (Menhall) to Dallman Road. This street is in very bad share and is a local street meaning it is not normally eligible for this program. The estimated cost for the project is \$850,000 with the city's share being approximately \$300,000. This project is tentatively scheduled for 2027 in the city's capital plan.
- If the W Fulton Street project is not funded in the first round, the City would reapply with the same project in the second round.
- In the second round, the City would apply for funding to reconstruct Albion Street. Albion Street is already scheduled in the capital plan for 2024. Albion Street is a collector street so we would be applying to the larger pool of funding.

Making an application to these DOT programs requires considerably more engineering work than if the city were to bid a project without DOT funding. Normally we would not have to incur the extra engineering costs until after we knew if we were awarded the grant so in those cases, the risk in applying is relatively low. Unfortunately, in order to meet the very tight time frame for the first round, we will have to spend approximately \$25,000 on engineering before the grant award. Please note that about \$10,000 of the \$25,000 would be useful in preparing bids/plans if we did not get the grant and we bid the project ourselves. Keeping that in mind, the Council should decide if they wish to proceed with the application.

The advantage of applying in the first round is that it will probably be less competitive since the time frame is so tight. The disadvantage is the city would incur approximately \$25,000 in engineering fees without knowing if we would get the grant.

The question to consider is: if the council wishes to apply for BIL funding for this section of W Fulton Street, is the risk of incurring the engineering costs before the grant award in order to apply in the first round worth an application being filed when the competition is low? If not, staff would recommend we apply in the second round for this project as well as Albion Street.

Personnel Policy Readoption: Please recall the Council adopted amendments to various sections of the personnel policy (PTO, tenure pay, comp time, etc). The attached final document clarifies that accrued PTO leave is paid out upon employee separation. When incorporating the approved changes into the document, some "administrative" modifications or clarifications that do not alter policy were made. Staff recommends the Council adopt the updated version of the policy. (An electronic version has been emailed to you. Please let staff know if you want a hard copy.)

CITY OF EDGERTON RESOLUTION 06-22

JOINT MUNICIPAL RESOLUTION

A RESOLUTION REQUESTING AMERICAN RESCUE PLAN FUNDING FROM THE COUNTY OF ROCK TO SUPPORT FIRE AND EMS PROTECTION ACROSS NORTH CENTRAL AND NORTHEASTERN ROCK COUNTY.

The Town Boards of the Towns of Fulton, Harmony, Johnstown, Lima, Milton, and Porter, and the City Councils of the Cities of Edgerton and Milton, Rock County, Wisconsin, by this resolution, resolve as follows:

WHEREAS, the Towns of Harmony, Johnstown, Lima, and Milton, and the City of Milton all receive fire protection and EMS services from the Milton Fire Department; and

WHEREAS, the Towns of Fulton and Porter, and the City of Edgerton all receive fire protection and EMS services from the Edgerton Fire Protection District; and

WHEREAS, these two fire and EMS service providers jointly provide services to more than 200 square miles of Rock County and serve a population of more than 23,000 Rock County residents; and

WHEREAS, these two fire and EMS service providers jointly provide services to 18.7 miles of interstate highway, a majority portion of the 5th largest lake in the State of Wisconsin (Lake Koshkonong), three heavily used recreational waterways (Rock River, Yahara River, and Badfish Creek), Gibbs Lake, Storrs Lake, Murwin Park and other various county parks, two high-pressure natural gas pipelines, and provide mutual aid and assistance to the communities surrounding this area; and

WHEREAS, these two fire and EMS service providers do not receive any additional state or federal tax revenue for training or equipment related to responding to interstate calls, lake and river calls, or high-pressure natural gas line calls, despite all three of these unique situations requiring these departments to be able to respond with specialized training and equipment to continue to provide a high level of fire and EMS services to these high-risk attributes of our county; and

WHEREAS, these two fire and EMS service providers are actively working together to add new and upgrade existing emergency services facilities to dramatically improve response

times and service delivery to the north central and northeastern sections of our county; and

WHEREAS, the American Rescue Plan Act (ARPA) has provided funding to the County of Rock that can be utilized for the provision of fire and other public safety services; and

WHEREAS, the Rock County Board of Supervisors has the authority to disburse funds related to the County's ARPA allocation pursuant to Wis. Stats. §§ 59.01 and 59.51.

NOW THEREFORE BE IT RESOLVED BY THE TOWN BOARDS OF THE TOWNS OF FULTON, HARMONY, JOHNSTOWN, LIMA, MILTON, AND PORTER AND THE CITY COUNCILS OF EDGERTON AND MILTON, that these eight municipalities jointly request ARPA funding from the County of Rock to support the significant improvements being made in fire and EMS services across these communities in north central and northeastern Rock County.

These eight municipalities jointly request a total sum of \$3,000,000 (three-million dollars) from the County of Rock's ARPA fund allocation. Any funds provided to these eight municipalities shall be shared equitably based on the equalized value of the total real properties of each municipality that is a party to this Resolution divided by the total equalized value of all real properties within these eight municipalities. The percentage share calculated shall be the percentage of County ARPA funds that each municipality receives.

All funds provided by the County of Rock shall be earmarked and only spent by each respective municipality to pay for improvements related to the provision of improved fire and EMS protection services within these eight municipalities and the broader critical county and state infrastructure across north central and northeastern Rock County. Any funds provided will help ease the tax burden of all residents within these eight municipalities related to such improvements.

BE IT FURTHER RESOLVED, that these eight municipalities will ask their respective Supervisors duly elected to the Rock County Board of Supervisors to present this Resolution to the Rock County Board of Supervisors for potential action and approval.

Adopted by the respective municipal bodies, and respectfully submitted, as set forth below.

Dated this 21st day of February, 2022

CITY OF EDGERTON

CITY OF EDGERTON

By: _____
Christopher Lund, Mayor

By: _____
Wendy Loveland, City Clerk

Committee Volunteer Application

City of Edgerton

If you reside in the City of Edgerton and wish to be appointed to a citizens committee, commission or board, please complete the following application and return to the City Clerk's Office, 12 Albion Street, Edgerton, WI 53534

Name (Last, First Middle) Furan Judith Barbara

Home Address 605 Chambeulain Street

How long have you been a City of Edgerton Resident? 64 years

Home Phone (608) 289-8851 E mail Address jbf605@charter.net

Employer Phone ----- Can we contact you at work? -----

Occupation retired from General Motors

List any previous municipal committee experience -----

Do you have any special skills, knowledge, experience or interest that relate to a committee, commission or board? -----

I have experience in landscaping.
Love to be involved!

Why would you like to volunteer for service to the City of Edgerton? yes.

Do you have any conflict of interest related to any of the committees you would like to serve on? (such as employed relatives, business or financial conflicts) ----- no.