

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

**Monday, October 16, 2023 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](http://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, October 13, 2023.
4. Council acceptance of agenda.
5. Personal appearances for non-agenda items limited to 3 minutes.
6. Minutes:
  - A. Consider approval of minutes from October 2, 2023 Council meeting.
7. Committee Reports:
  - A. Finance Committee:
    1. Consider approval of bills and payroll voucher.
    2. Consider Temporary Class "B" License for Tri-County Community Center.
    3. Consider 5-year Capital Improvement Plan.
  - B. Library Board
    1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meeting.
  - C. Utility Commission:
    1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meeting.
  - D. Parks Committee:
    1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meeting.
  - E. RDA:
    1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meeting.
    2. Consider grant deadline extensions.
8. Consider 2024 Budget
9. Mayor, alderperson and staff reports.

10. Closed Session Pursuant to Wis. Stat. 1985(1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session." Discuss and consider the land purchase.
11. Return to open session and consider taking action on items discussed in closed session.
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.

**OCTOBER 2, 2023 COMMON COUNCIL MEETING MINUTES  
CITY OF EDGERTON**

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

Present: Shawn Prebil, Casey Langan, Candy Davis, Tim Shaw, Paul Davis and Jim Burdick.

Others Present: City Administrator Ramona Flanigan, City Clerk Wendy Loveland, Municipal Services Director Howard Moser, Police Chief Bob Kowalski, Aquatics Director Anne Gohlke, Library Director Beth Krebs-Smith, Fire Chief Randy Pickering, City Treasurer Maddie Deegan, City Attorney Bill Morgan, and a few citizens.

Loveland confirmed the meeting agendas were properly posted on Friday, September 29, 2023 at the Post Office, Edgerton Library, City website, and City Hall.

**ACCEPT THE AGENDA:** A Candy Davis/Shawn Prebil motion to approve the agenda passed, all voted in favor.

**MINUTES:** A Candy Davis/Casey Langan motion to approve the September 18, 2023 Council meeting minutes passed, all voted in favor.

**COMMITTEES:**

**Finance Committee:** A Tim Shaw/Candy Davis motion to approve pay request #2 from RT Fox for the Quigley St, Street & Utility Improvement Project in the amount of \$71,957.69 passed on a 6/0 roll call vote.

Λ Tim Shaw/Shawn Prebil motion to approve the bills and payroll in the amount of \$386,807.73 passed on a 6/0 roll call vote.

Λ Tim Shaw/Shawn Prebil motion to approve the Home for the Holidays event packet passed on a 5/0/1 roll call vote. Candy Davis abstained.

Λ Tim Shaw/Shawn Prebil motion to approve funding for the tree lighting at the depot in the amount of \$3,461 using the Economic Development Fund passed on a 5/0/1 roll call vote. Candy Davis abstained.

Tim Shaw/Shawn Prebil motion to approve the change of agent for Kwik Trip Inc, dba Stop N Go, agent Nicholas Koeppler passed on a 6/0 roll call vote.

The owner of 2 Burdick St was offered a \$50,000 economic incentive if he met certain criteria for his property. The stipulations of the incentive were to have an occupancy permit issued and a property value of over \$250,000 by end of October. Currently the owner has divided that property into 3 units and has obtained occupancy permits for 2 of the 3 units. The city assessor has determined the value of the structure is greater than \$250,000. The owner is requesting payment of the incentive.

Tim Shaw/Candy Davis moved to approve an incentive payment for 2 Burdick St in the amount of \$33,333 with the remainder of \$16,667 paid out if occupancy permit is issued by 12/31/2023.

Casey Langan stated he felt the city should pay the entire amount of the \$50,000 now. He thought this may expedite the part of the project that is holding up the last unit's occupancy. He stated the City has been dealing with the issues at this building and working diligently with the owner to get the work done. The building owner has met all the criteria of the original agreement that he obtains an occupancy permit and achieve an assessed value of over \$250,000 and therefore should receive the entire amount of the incentive.

Casey Langan/Jim Burdick moved to amend the amount of the incentive to \$50,000. The motion passed on a 4/2 roll call vote. Candy Davis and Tim Shaw voted against the motion.

Λ Tim Shaw/Candy Davis motion to approve an incentive payment for 2 Burdick St in the amount of \$50,000 passed on a 6/0 roll call vote.

A Tim Shaw/Candy Davis motion to declare the City Hall typewriter surplus and set no minimum bid passed on a 6/0 roll call vote.

A Tim Shaw/Shawn Prebil motion to approve City of Edgerton Resolution 27-23: Urban Forestry Grant Application passed on a 6/0 roll call vote.

**Personnel Committee:** A Candy Davis/Tim Shaw motion to approve the appointment of Maddie Deegan to the City Treasurer position passed on a 6/0 roll call vote.

Currently an employee who retires with a bank of sick leave is allowed apply the value of a portion of that time to health insurance or take a payout. If an employee opts for health insurance, they cannot then switch to a cash payout. If there is a payout balance less than a monthly premium payment, the employee must either make up the difference for one month or lose the left over amount. Staff recommended the policy be changed to allow a payout if the remaining balance is less than a monthly premium amount.

A Candy Davis/Tim Shaw motion to approve an amendment to the Personnel Policy regarding retiree health insurance bank residual payouts passed on a 6/0 roll call vote.

**2024 JOINT POWERS AGREEMENT WITH ROCK COUNTY 911:** A Jim Burdick/Casey Langan motion to approve the 2024 Joint Powers Agreement with Rock County 911 Communications passed on a 6/0 roll call vote.

**WHITE CANE SAFETY DAY PROCLAMATION:** A Candy Davis/Casey Langan motion to approve City of Edgerton White Cane Safety Day Proclamation passed. All voted in favor.

**2024 BUDGET:** Staff is still waiting on a few items for the budget. The Council requested staff to prepare data showing the impact of doing another borrowing for \$2,000,000 in order to complete some of the capital projects sooner. The Council reviewed a "Borrow up Front" method and a "Pay as you go" method along with a list and map of road projects that could be completed with each method. The pros and cons of each method were presented. A borrowing at this time would not impact the 2024 budget. The Council asked staff to review interest charges for the borrow up front option.

The 2024 levy limit increase this year is 4.08% or \$108,998. This increase may need to be shared with the Fire District, due to CPI +2% stipulation. The Fire District will resolve their budget soon, at that time the impact on the city budget can be determined.

Health Insurance and retirement benefit increases were discussed. The impact on the city for the health insurance increase is very minimal. The majority of the increase will be paid by the employees. The current draft budget includes a pay increase of \$.58 for each employee to compensate for the increase in health insurance along with an across the board pay increase of 3.2%.

Also included in the draft budget was a pay increase for election workers. Currently all election workers are paid \$7.25/hr. Staff researched other communities and found the current pay rate was significantly lower. The draft budget allows for an increase for poll workers to \$10.00 and for an increase to \$12.00 for the Chief Inspector.

A capital equipment/projects list was distributed and discussed. The Parks & Rec Committee will meet to prioritize the projects discussed in previous meetings.

Being no other business before the Council, a Casey Langan/Paul Davis motion to adjourn passed on a 6/0 roll call vote.

Wendy Loveland  
City Clerk  
Adopted October 16, 2023

# Memo

**To:** Common Council  
**From:** Staff  
**Date:** 10/12/2023  
**Re:** October 16, 2023 Meeting

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**Five-year CPI:** The WI DOT LRIP grant program requires the city provide an approved 5-year capital plan. The attached plan is a summary of the more comprehensive 10-year plans the Council has been considering. The application to the LRIP Discretionary program will be for IKI Drive.

**Façade Extensions:** Please recall the Council granted extensions until October 17 for the façade grants that were awarded last year. All but two of the applicants have completed at least some of the approved work. The owners of 16 Swift Street and 10 and 10 ½ W Fulton Street have not completed their approved work. The RDA will consider if another extension should be granted or if the grants will be withdrawn. Please note these owners may reapply for funding in the future if the RDA decides to continue with the façade program.