

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

**Monday, December 6, 2021 at 6:30 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. Confirmation of appropriate meeting notice posted on Friday, December 3, 2021.
3. Consider approval of minutes from the November 15, 2021 Finance meeting.
4. Consider change order for Johnson Brothers for the Crosswalk Replacement project.
5. Consider final pay request for Johnson Brothers for the Crosswalk Replacement project.
6. Consider change order #1 for Sir-Lines-A-Lot for the Hwy 51 & Hwy 59 pavement markings project.
7. Consider final pay request for Sir-Lines-A-Lot for the Hwy 51 & Hwy 59 pavement markings project.
8. Consider approval of bills and payroll vouchers.
9. Consider license applications.
10. Consider amendment to Cedar Corp agreement for S Main St engineering services.
11. Consider amendment to Revive Edgerton policy for subsequent loans and grants.
12. Consider purchase of accounting software cash receipting module from Civic Corp.
13. Consider contract with Key Benefit Concepts for compensation benefits study required for audit.
14. Consider Fire District request for ARPA funds.
15. Consider "Supersized" façade grant application for 4 W Fulton St.
16. Consider "Supersized" façade grant applications for 12 W Fulton St.
17. Consider "Supersized" façade grant application or 102 W Fulton St.

18. Finance Director's report.

19. 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.

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

Candy Davis called the meeting to order at 6:45 p.m.

Present: Candy Davis, Sarah Braun, and Tim Shaw

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

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

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

**BILLS AND PAYROLL:** A Candy Davis/Sarah Braun motion to approve the bills and payroll in the amount of \$312,088.39 passed on a 3/0 roll call vote.

**REVIVE EDGERTON POLICY:** City Administrator Flanigan stated the current policy does not address subsequent awards. A resident has made an inquiry to file another application. Staff recommends the policy allows for applications for a grant or loan, for separate projects, be no more frequent than once every two years.

Tim Shaw stated he agrees there should be a time limit. Sarah Braun also agreed. The intent was to allow a homeowner to submit all their projects at one time, not in pieces, then once complete they could apply for new projects in the future.

A Sarah Braun/Tim Shaw motion to recommend to Council an amendment to the Revive Edgerton policy to limit applicants to submit no more than one application once every two years passed on a 3/0 roll call vote.

**COUNTY WIDE DISPATCH-ENHANCED 911 AGREEMENT:** A Candy Davis/Sarah Braun motion to approve the County Wide Dispatch-Enhanced 911 agreement between Rock County and City of Edgerton passed on a 3/0 roll call vote.

**DECLARE SQUAD CAR AS SURPLUS:** Chief Kowalski stated the new 2021 hybrid squad has arrived and will replace one of the older squads. There is a second hybrid squad proposed in the 2022 budget.

A Candy Davis/Tim Shaw motion to declare the old squad car as surplus passed on a 3/0 roll call vote.

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

Cindy Hegglund  
Clerk-Treasurer

Adopted December 6, 2021

**SECTION 00 63 63  
CHANGE ORDER**

**Change Order No. 1 FINAL**

Date of Issuance: December 2, 2021	Effective Date: December 2, 2021
Owner: City of Edgerton	Owner's Contract No.: "21E-03"
Contractor: JB Johnson Bros	Contractor's Project No.:
Engineer: Cedar Corporation	Engineer's Project No.: 4894-0098
Project: West Fulton Street Crosswalks Replacement	Contract Name: West Fulton Street Crosswalks Replacement

The Contract is modified as follows upon execution of this Change Order:

Description: This Change Order includes final quantity/cost adjustments for work actually completed on the project. The Final Quantity Adjustment sheet is attached to this change order.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>126,937.50</u>	Original Contract Times: Substantial Completion: <u>September 24, 2021</u> Ready for Final Payment: <u>October 8, 2021</u> days or dates
<del>[Increase]</del> <del>[Decrease]</del> from previously approved Change Orders No. <u>  </u> to No. <u>  </u> : \$ <u>0.00</u>	<del>[Increase]</del> <del>[Decrease]</del> from previously approved Change Orders No. <u>N/A</u> to No. <u>N/A</u> : Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>N/A</u> days
Contract Price prior to this Change Order: \$ <u>126,937.50</u>	Contract Times prior to this Change Order: Substantial Completion <u>September 24, 2021</u> Ready for Final Payment: <u>October 8, 2021</u> days or dates
<del>[Increase]</del> <del>[Decrease]</del> of this Change Order: \$ <u>7,331.02</u>	<del>[Increase]</del> <del>[Decrease]</del> of this Change Order: Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>N/A</u> days or dates
Contract Price incorporating this Change Order: \$ <u>119,606.48</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>September 24, 2021</u> Ready for Final Payment: <u>October 8, 2021</u> days or dates

By: <u><i>Will A. B...</i></u> Engineer (if required)	By: _____ Owner (Authorized Signature)	By: _____ Contractor (Authorized Signature)
Title: <u><i>Sr. Project Manager</i></u>	Title: _____	Title: _____
Date: <u><i>12/3/2021</i></u>	Date: _____	Date: _____

Approved by Funding Agency (if applicable)

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Title: \_\_\_\_\_

**I. Scope of Work**

**A. Final Quantities Adjustment:**

The net change to the Contract Price to incorporate the quantity adjustments to actual quantities resulted in a decrease of \$11,17.02. This is shown in detail on the attached Final Quantities Adjustment Spreadsheet.

The Contract Price is also adjusted due to the addition of concrete sidewalk/apron, 6" which increased the price by \$3,856.00. This is shown in detail on the attached Final Quantities Adjustment Spreadsheet.

**II. Method of Payment**

A. Work under Part IA above will be compensated on a Lump Sum basis in accordance with General Conditions article 12.01.B.2 at the price stated in part IV below.

**III. Time Extension**

A. This Change Order does not provide the Contractor with a time extension to the project.

**IV. Schedule of Values Changes**

A. Add the following items to the Schedule of Values:

Item No.	Description	Unit	QTY	Unit Price	Contract Price Change
CO-1	Concrete Sidewalk/Apron, 6"	SF	482	\$8.00	\$3,856.00
CO-1	Final Quantity Adjustment	L.S.	1	(\$11,187.02)	(\$11,187.02)
<b>Total</b>					<b>(\$7,331.02)</b>



# Contractor's Application for Payment No. 2 - Final

<input type="checkbox"/> Owner <input type="checkbox"/> Contractor <input type="checkbox"/> Engineer <input type="checkbox"/> Funding Agency	Application Period: October 22, 2021 thru November 22, 2021 Application Date: 12/2/2021	From (Contractor): JB Johnson Bros Via (Engineer): Cedar Corporation 2820 Walton Commons West, Suite 142 Madison, WI 53718
City of Edgerton To (Owner): 12 Albion Street Edgerton, WI 53534	Contract: "21E-03" Contractor's Project No:	Engineer's Project No: 4894-0098
Project: West Fulton Street Crosswalks Replacement	Owner's Contract No: "21E-03"	

### Application For Payment Change Order Summary

Approved Change Orders	Number	Additions	Deductions	
	CO 1		\$7,331.02	
<b>TOTALS</b>				
NET CHANGE BY				-\$7,331.02
CHANGE ORDERS				

  

1. ORIGINAL CONTRACT PRICE.....	\$ 126,937.50
2. Net change by Change Orders.....	\$ -7,331.02
3. Current Contract Price (Line 1 ± 2).....	\$ 119,606.48
<b>4. TOTAL COMPLETED AND STORED TO DATE</b>	
(Column 1 total on Progress Estimates).....	\$ 119,606.48
<b>5. RETAINAGE:</b>	
a. X \$119,606.48 Work Completed.....	\$
b. 5% X Stored Material.....	\$
c. Total Retainage (Line 5.a + Line 5.b).....	\$
<b>6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....</b>	<b>\$ 119,606.48</b>
<b>7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....</b>	<b>\$ 108,385.90</b>
<b>8. AMOUNT DUE THIS APPLICATION.....</b>	<b>\$ 11,220.58</b>

**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

  

Payment of:	\$	\$11,220.58	(Line 8 or other - attach explanation of the other amount)
is recommended by:			12/3/2021 (Date)
		(Engineer)	
Payment of:	\$	\$11,220.58	(Line 8 or other - attach explanation of the other amount)
is approved by:		_____	(Date)
		(Owner)	
Approved by:		_____	(Date)
		Funding or Financing Entity (if applicable)	(Date)





**SECTION 00 63 63  
CHANGE ORDER**

**Change Order No. 1 FINAL**

Date of Issuance: December 2, 2021	Effective Date: December 2, 2021
Owner: City of Edgerton	Owner's Contract No.: "21E-05"
Contractor: Sir Lines-A-Lot, LLC	Contractor's Project No.:
Engineer: Cedar Corporation	Engineer's Project No.: 4894-0072
Project: USH 51 & STH 59 Pavement Markings	Contract Name: USH 51 & STH 59 Pavement Markings

The Contract is modified as follows upon execution of this Change Order:

Description: This Change Order includes final quantity/cost adjustments for work actually completed on the project. The Final Quantity Adjustment sheet is attached to this change order.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>90,737.00</u>	Original Contract Times: Substantial Completion: <u>October 15, 2021</u> Ready for Final Payment: <u>October 29, 2021</u> days or dates
<del>[Increase]</del> <del>[Decrease]</del> from previously approved Change Orders No. <u>  </u> to No. <u>  </u> : \$ <u>0.00</u>	<del>[Increase]</del> <del>[Decrease]</del> from previously approved Change Orders No. <u>N/A</u> to No. <u>N/A</u> : Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>N/A</u> days
Contract Price prior to this Change Order: \$ <u>90,737.00</u>	Contract Times prior to this Change Order: Substantial Completion: <u>October 15, 2021</u> Ready for Final Payment: <u>October 29, 2021</u> days or dates
<del>[Increase]</del> <del>[Decrease]</del> of this Change Order: \$ <u>4,422.10</u>	<del>[Increase]</del> <del>[Decrease]</del> of this Change Order: Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>N/A</u> days or dates
Contract Price incorporating this Change Order: \$ <u>86,314.90</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>October 15, 2021</u> Ready for Final Payment: <u>October 29, 2021</u> days or dates

RECOMMENDED: By: <u><i>Walt A. Bly</i></u> Engineer (if required) Title: <u><i>Sr. Project Manager</i></u> Date: <u><i>12/2/2021</i></u>	ACCEPTED: By: _____ Owner (Authorized Signature) Title: _____ Date: _____	ACCEPTED: By: <u><i>Luisa Johnson</i></u> Contractor (Authorized Signature) Title: <u>Controller</u> Date: <u>12/2/2021</u>
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Approved by Funding Agency (if applicable)

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Title: \_\_\_\_\_

**I. Scope of Work**

**A. Final Quantities Adjustment:**

The net change to the Contract Price to incorporate the quantity adjustments to actual quantities resulted in a decrease of \$11,629.30.

The change in contract value also includes a new item for the removal of 6” lines which added \$7,207.20 to the contract.

These items are shown in detail on the attached Final Quantities Adjustment Spreadsheet.

**II. Method of Payment**

A. Work under Part IA above will be compensated on a Lump Sum basis in accordance with General Conditions article 12.01.B.2 at the price stated in part IV below.

**III. Time Extension**

A. This Change Order does not provide the Contractor with a time extension to the project.

**IV. Schedule of Values Changes**

A. Add the following items to the Schedule of Values:

Item No.	Description	Unit	QTY	Unit Price	Contract Price Change
CO 1	Pavement Marking Remove 6” Line	LF	3276	\$2.20	\$7,207.20
CO-1	Final Quantity Adjustment	L.S.	1	(\$11,629.30)	(\$11,629.30)
<b>Total</b>					<b>(\$4,422.10)</b>

Unit Price Progress Estimate

Contractor's Application

Project:		Application Number: 2 - Final																			
Application Period:		Application Date: December 2, 2021																			
Item		December 2, 2021																			
Bid No.	Description	Estimated Bid Quantity	Unit Price	B		C		D		E		F		G		H		I		J	
				Previous Quantity	Amount	Quantity	Amount	This Application Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	Total Completed & Stored to Date (C+E+G) Quantity	Amount		% Comp.
32.1723.05.00001	PAVEMENT MARKING, 4" EPOXY	39950	\$0.50	39632	\$19,816.00																99.2%
32.1723.05.00002	PAVEMENT MARKING, CHANNELIZING, 8" EPOXY	1065	\$0.80	706	\$564.80																66.3%
32.1723.05.00003	PAVEMENT MARKING, STOP LINE, 18" EPOXY	960	\$7.50	988	\$7,410.00																102.9%
32.1723.05.00004	PAVEMENT MARKING, CROSSWALK, 6" EPOXY	5925	\$4.50	4256	\$19,152.00																71.8%
32.1723.05.00005	PAVEMENT MARKING, CROSSWALK, 12" EPOXY	875	\$6.50	457	\$2,970.50																52.2%
32.1723.05.00006	PAVEMENT MARKING, CROSSWALK, 24" EPOXY (AS ORDERED)	545	\$8.00	2222	\$17,776.00																407.7%
32.1723.05.00007	PAVEMENT MARKING, WORDS, EPOXY	7	\$200.00	3	\$600.00																42.9%
32.1723.05.00008	PAVEMENT MARKING, ARROWS, EPOXY	28	\$180.00	18	\$3,240.00																64.3%
32.1723.05.00009	PAVEMENT MARKING, SYMBOLS, EPOXY	3	\$240.00	4	\$960.00																133.3%
32.1723.05.00010	PAVEMENT MARKING, RAILROAD CROSSING, EPOXY	6	\$550.00	6	\$3,300.00																100.0%
32.1723.05.00011	PAVEMENT MARKING, CURB, EPOXY	2280	\$4.50																		
32.1723.05.00012	PAVEMENT MARKING, PARKING STALL, EPOXY	1650	\$3.20	1037	\$3,318.40																62.8%
CO 1	PAVEMENT MARKING, REMOVE 6" LINE	2904	\$2.20	3276	\$7,207.20																112.8%
				TOTAL		\$86,314.90														\$86,314.90	

Final Quantity Adjustment  
 -\$159.00  
 -\$287.20  
 \$210.00  
 -\$7,510.50  
 -\$2,717.00  
 \$13,416.00  
 -\$800.00  
 -\$1,800.00  
 \$240.00  
 -\$10,260.00  
 -\$1,961.60



Owner  
 Contractor  
 Engineer  
 Funding Agency

# Contractor's Application for Payment No. 2 - Final

City of Edgerton To (Owner): 12 Albion Street Edgerton, WI 53534	From (Contractor): Sir Lines-A-Lot, LLC Via (Engineer): Cedar Corporation	Application Period: October 22, 2021 to November 22, 2021 Application Date: 12/2/2021
Project: USH 51 & STH 59 Pavement Markings	Contract: "21E-05"	Engineer's Project No: 4894-0072
Owner's Contract No: "21E-05"	Contractor's Project No: W21-0072	Engineer's Project No: 4894-0072

### Application For Payment Change Order Summary

Approved Change Orders	Additions	Deductions	
CO 1	\$4,422.10	\$4,422.10	
<b>TOTALS</b>			
NET CHANGE BY CHANGE ORDERS			-\$4,422.10

1. ORIGINAL CONTRACT PRICE..... \$ 90,737.00
2. Net change by Change Orders..... \$ -4,422.10
3. Current Contract Price (Line 1 ± 2)..... \$ 86,314.90
4. TOTAL COMPLETED AND STORED TO DATE  
(Column I total on Progress Estimates)..... \$ 86,314.90
5. RETAINAGE:
  - a.  \$86,314.90 Work Completed..... \$
  - b. 5%  Stored Material..... \$
  - c. Total Retainage (Line 5.a + Line 5.b)..... \$
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)..... \$ 86,314.90
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ 81,999.16
8. AMOUNT DUE THIS APPLICATION..... \$ 4,315.74

**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature By: <i>Luisa Johnson</i>	Date: 12/2/2021
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Payment of: \$ <u>4,315.74</u> (Line 8 or other - attach explanation of the other amount)	12-2-2021 (Date)
is recommended by: <i>W. A. G. P.</i> (Engineer)	
Payment of: \$ <u>4,315.74</u> (Line 8 or other - attach explanation of the other amount)	(Date)
is approved by: _____ (Owner)	
Approved by: _____ Funding or Financing Entity (if applicable)	



## Report Criteria:

Detail report.  
Invoices with totals above \$0 included.  
Paid and unpaid invoices included.  
Invoice Detail.Input Date = 12/03/2021  
Invoice.Batch = "CC","CK","ACH"

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
<b>10013100</b>								
490 ch	SECURIAN FINANCIAL GROUP,	DEC 2021A	DEC 2021 LIFE INSURANCE	12/03/2021	139.42	139.42	11/16/2021	
2887 c	DELTA DENTAL OF WISCONSIN	1683867	DECEMBER 2021 DENTAL INSURANCE	12/03/2021	44.15-	.00		
Total 10013100:					95.27	139.42		
<b>10021552</b>								
788 ch	WISCONSIN PROFESSIONAL P	12325/12750	WPPA DUES DEC 2021	12/03/2021	294.00	.00		
Total 10021552:					294.00	.00		
<b>10023150</b>								
5173 c	EDGERTON AREA TOURISM CO	3RD QTR	3RD QUARTER 2021 ROOM TAX	12/03/2021	1,114.49	1,114.49	11/18/2021	
Total 10023150:					1,114.49	1,114.49		
<b>10051100340</b>								
231 ch	EDGERTON REPORTER CO INC	18573	VETERANS SIGNATURE PAGE	12/03/2021	19.00	.00		
Total 10051100340:					19.00	.00		
<b>10051300210</b>								
2936 c	MURPHY DESMOND LAWYERS	8137079	OCT 2021 CITY ATTORNEY RETAINER	12/03/2021	2,179.17	.00		
Total 10051300210:					2,179.17	.00		
<b>10051310210</b>								
2936 c	MURPHY DESMOND LAWYERS	8137083	WEINSTEIN LITIGATION	12/03/2021	105.00	.00		
Total 10051310210:					105.00	.00		
<b>10051320210</b>								
2936 c	MURPHY DESMOND LAWYERS	8137077	PROSECUTIONS-RETAINER	12/03/2021	675.00	.00		
2936 c	MURPHY DESMOND LAWYERS	8137078	PROSECUTIONS-HOURLY	12/03/2021	298.56	.00		
Total 10051320210:					973.56	.00		
<b>10051410153</b>								
2887 c	DELTA DENTAL OF WISCONSIN	1683867	DECEMBER 2021 DENTAL INSURANCE	12/03/2021	58.88	.00		
Total 10051410153:					58.88	.00		
<b>10051410155</b>								
490 ch	SECURIAN FINANCIAL GROUP,	DEC 2021A	DEC 2021 LIFE INSURANCE	12/03/2021	22.23	22.23	11/16/2021	
Total 10051410155:					22.23	22.23		
<b>10051430153</b>								
2887 c	DELTA DENTAL OF WISCONSIN	1683867	DECEMBER 2021 DENTAL INSURANCE	12/03/2021	105.97	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 10051430153:					105.97	.00		
<b>10051430155</b>								
490 ch	SECURIAN FINANCIAL GROUP,	DEC 2021A	DEC 2021 LIFE INSURANCE	12/03/2021	37.04	37.04	11/16/2021	
Total 10051430155:					37.04	37.04		
<b>10051430320</b>								
231 ch	EDGERTON REPORTER CO INC	18477	LEGAL NOTICE-PUBLIC HEARING DANE CO	12/03/2021	9.24	.00		
231 ch	EDGERTON REPORTER CO INC	18479	LEGAL NOTICE-RESOLUTION 19-21 LORD S	12/03/2021	33.00	.00		
231 ch	EDGERTON REPORTER CO INC	18483	LEGAL NOTICE-ORDIANCE 21-11 DISTRICT	12/03/2021	102.32	.00		
Total 10051430320:					144.56	.00		
<b>10051510153</b>								
2887 c	DELTA DENTAL OF WISCONSIN	1683867	DECEMBER 2021 DENTAL INSURANCE	12/03/2021	11.77	.00		
2887 c	DELTA DENTAL OF WISCONSIN	1683867	DECEMBER 2021 DENTAL INSURANCE	12/03/2021	41.21	.00		
Total 10051510153:					52.98	.00		
<b>10051510155</b>								
490 ch	SECURIAN FINANCIAL GROUP,	DEC 2021A	DEC 2021 LIFE INSURANCE	12/03/2021	2.65	2.65	11/16/2021	
490 ch	SECURIAN FINANCIAL GROUP,	DEC 2021A	DEC 2021 LIFE INSURANCE	12/03/2021	.98	.98	11/16/2021	
490 ch	SECURIAN FINANCIAL GROUP,	DEC 2021A	DEC 2021 LIFE INSURANCE	12/03/2021	1.97	1.97	11/16/2021	
Total 10051510155:					5.60	5.60		
<b>10051511210</b>								
731 ch	BAKER TILLY US, LLP	BT1955775	SERVICES 12/31/21 FINANCIAL STATEMENT	12/03/2021	4,788.00	.00		
Total 10051511210:					4,788.00	.00		
<b>10051600210</b>								
596 ch	ROBINSON'S MARKETING DIV I	27619	CLEANING THROUGH 11/12/21-CITY HALL	12/03/2021	70.00	.00		
596 ch	ROBINSON'S MARKETING DIV I	27633	CLEANING THROUGH 11/19/21-CITY HALL	12/03/2021	70.00	.00		
596 ch	ROBINSON'S MARKETING DIV I	27651	CLEANING THROUGH 11/26/21-CITY HALL	12/03/2021	70.00	.00		
Total 10051600210:					210.00	.00		
<b>10051600340</b>								
934 ch	STAPLES CREDIT PLAN	7344268207	COFFEE, YEARLY CALENDAR	12/03/2021	14.97	.00		
2433 c	AMAZON.COM LLC	111-8943205-6	W-2 ENVELOPES, 1099 FORMS & ENEVELO	12/03/2021	71.67	.00		
3661 c	GLOBALCOM TECHNOLOGIES	26669	REPAIR CONTROL SYSTEM - CITY HALL	12/03/2021	704.00	.00		
Total 10051600340:					790.64	.00		
<b>10052100153</b>								
2887 c	DELTA DENTAL OF WISCONSIN	1683867	DECEMBER 2021 DENTAL INSURANCE	12/03/2021	117.74	.00		
Total 10052100153:					117.74	.00		
<b>10052100155</b>								
490 ch	SECURIAN FINANCIAL GROUP,	DEC 2021A	DEC 2021 LIFE INSURANCE	12/03/2021	51.70	51.70	11/16/2021	
490 ch	SECURIAN FINANCIAL GROUP,	DEC 2021A	DEC 2021 LIFE INSURANCE	12/03/2021	4.61	4.61	11/16/2021	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 10052100155:					56.31	56.31		
<b>10052100210</b>								
2936 c	MURPHY DESMOND LAWYERS	8137076	PROFESSIONAL SERVICES-WPPA	12/03/2021	19.25	.00		
2936 c	MURPHY DESMOND LAWYERS	8137082	WPPA NEGOTIATIONS-2021	12/03/2021	915.44	.00		
Total 10052100210:					934.69	.00		
<b>10052100240</b>								
433 ch	AVAYA INC	38961899	PHONE MAINTENANCE- POLICE DEPARTME	12/03/2021	153.35	.00		
Total 10052100240:					153.35	.00		
<b>10052100311</b>								
716 ch	US POSTAL SERVICE	096280	POSTAGE- POLICE DEPT	12/03/2021	5.10	.00		
Total 10052100311:					5.10	.00		
<b>10052120153</b>								
2887 c	DELTA DENTAL OF WISCONSIN	1683867	DECEMBER 2021 DENTAL INSURANCE	12/03/2021	902.70	.00		
Total 10052120153:					902.70	.00		
<b>10052120155</b>								
490 ch	SECURIAN FINANCIAL GROUP,	DEC 2021A	DEC 2021 LIFE INSURANCE	12/03/2021	98.69	98.69	11/16/2021	
Total 10052120155:					98.69	98.69		
<b>10052120225</b>								
130 ch	US CELLULAR	0471868823	POLICE CELL PHONES	12/03/2021	140.70	.00		
Total 10052120225:					140.70	.00		
<b>10052120340</b>								
284 ch	GALL'S INC	18270591	UNIFORM-SWINBANK	12/03/2021	1,264.87	.00		
284 ch	GALL'S INC	18278840	BOOTS-SWINBANK	12/03/2021	104.98	.00		
284 ch	GALL'S INC	18719063	UNIFORM-REUTER	12/03/2021	299.95	.00		
2912 c	KAPELLEN, BRODY	NOV 2021	REIMBURSEMENT BOOTS - KAPELLEN	12/03/2021	180.00	.00		
Total 10052120340:					1,849.80	.00		
<b>10052150210</b>								
596 ch	ROBINSON'S MARKETING DIV I	27619	CLEANING THROUGH 11/13/21-POLICE STAT	12/03/2021	119.00	.00		
596 ch	ROBINSON'S MARKETING DIV I	27633	CLEANING THROUGH 11/20/21-POLICE STAT	12/03/2021	119.00	.00		
596 ch	ROBINSON'S MARKETING DIV I	27651	CLEANING THROUGH 11/27/21-POLICE STAT	12/03/2021	119.00	.00		
Total 10052150210:					357.00	.00		
<b>10052150340</b>								
1015 c	ABENDROTH WATER COND INC	171167	WATER - POLICE DEPARTMENT	12/03/2021	19.50	.00		
3977 c	EDWARDSON PLUMBING	5825	MENS RESTROOM-POLICE DEPT	12/03/2021	110.00	.00		
Total 10052150340:					129.50	.00		
<b>10052150820</b>								
2552 c	AL BEYERS INC	Q35387	FURNANCE-POLICE DEPT	12/03/2021	5,489.00	.00		



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 10052150820:					5,489.00	.00		
<b>10053100153</b>								
2887 c	DELTA DENTAL OF WISCONSIN	1683867	DECEMBER 2021 DENTAL INSURANCE	12/03/2021	117.74	.00		
2887 c	DELTA DENTAL OF WISCONSIN	1683867	DECEMBER 2021 DENTAL INSURANCE	12/03/2021	76.53	.00		
Total 10053100153:					194.27	.00		
<b>10053100155</b>								
490 ch	SECURIAN FINANCIAL GROUP,	DEC 2021A	DEC 2021 LIFE INSURANCE	12/03/2021	11.81	11.81	11/16/2021	
490 ch	SECURIAN FINANCIAL GROUP,	DEC 2021A	DEC 2021 LIFE INSURANCE	12/03/2021	3.65	3.65	11/16/2021	
Total 10053100155:					15.46	15.46		
<b>10053100340</b>								
934 ch	STAPLES CREDIT PLAN	7344268207	COFFEE, YEARLY CALENDAR	12/03/2021	34.94	.00		
Total 10053100340:					34.94	.00		
<b>10053110212</b>								
2936 c	MURPHY DESMOND LAWYERS	8137081	PROFESSIONAL SERVICES-BRISTLE PINES	12/03/2021	113.75	.00		
3690 c	CEDAR CORPORATION	109465	WEST MEADOWS DEVELOPMENT	12/03/2021	470.00	.00		
3690 c	CEDAR CORPORATION	109466	PROFESSIONAL SERVICES-VULCAN DEVEL	12/03/2021	12,962.42	.00		
Total 10053110212:					13,546.17	.00		
<b>10053230153</b>								
2887 c	DELTA DENTAL OF WISCONSIN	1683867	DECEMBER 2021 DENTAL INSURANCE	12/03/2021	274.78	.00		
Total 10053230153:					274.78	.00		
<b>10053230155</b>								
490 ch	SECURIAN FINANCIAL GROUP,	DEC 2021A	DEC 2021 LIFE INSURANCE	12/03/2021	52.31	52.31	11/16/2021	
Total 10053230155:					52.31	52.31		
<b>10053230225</b>								
130 ch	US CELLULAR	0474856124	DPW CELL PHONE	12/03/2021	42.24	.00		
311 ch	FRONTIER COMMUNICATIONS	NOV 2021	608-884-4037 TELEPHONE CHARGES.	12/03/2021	60.09	.00		
311 ch	FRONTIER COMMUNICATIONS	NOV 2021	608-884-3809 TELEPHONE CHARGES	12/03/2021	49.39	.00		
3534 c	CHARTER COMMUNICATIONS	010138411192	DPW GARAGE PHONE & INTERNET	12/03/2021	115.84	.00		
Total 10053230225:					267.56	.00		
<b>10053230340</b>								
5184 c	BUMPER TO BUMPER EDGERT	625-332745	OXY-ACETY HOSE	12/03/2021	63.89	.00		
5184 c	BUMPER TO BUMPER EDGERT	625-337445	DIELECTIC GREASE	12/03/2021	9.69	.00		
Total 10053230340:					73.58	.00		
<b>10053240340</b>								
2858 c	BOBCAT OF JANESVILLE	02-203050	TOOL CAT-BELT DRIVE	12/03/2021	48.35	.00		
3583 c	ASLESON'S HARDWARE INC	B859454	STICK SAW-REPAIR	12/03/2021	51.99	.00		
Total 10053240340:					100.34	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Vo
<b>10053310340</b>								
3404 c	BURNS FULL SERVICE LLC	NOV 2021	NOV 2021 TIRE DISPOSAL	12/03/2021	10.00	.00		
3404 c	BURNS FULL SERVICE LLC	OCT 2021A	OCT 2021-CHAINSAW CHAINS	12/03/2021	87.80	87.80	11/30/2021	
5058 c	COUNTYLINE T'S	11/19/2021	SWEATSHIRTS-DPW	12/03/2021	253.00	.00		
Total 10053310340:					350.80	87.80		
<b>10053310380</b>								
488 ch	MILLER-BRADFORD & RISBER	W09655	CYLINDER-BACK HOE	12/03/2021	2,878.67	.00		
5184 c	BUMPER TO BUMPER EDGERT	625-337870	SYNTHETIC OIL	12/03/2021	6.29	.00		
5184 c	BUMPER TO BUMPER EDGERT	625-338321	STROBE LIGHT-TRUCK #2	12/03/2021	96.57	.00		
5184 c	BUMPER TO BUMPER EDGERT	625-338334	MINI BULB-TRUCK #5	12/03/2021	3.90	.00		
5184 c	BUMPER TO BUMPER EDGERT	625-338394	T-BOLT CLAMP-TRUCK #5	12/03/2021	26.98	.00		
5353 c	RAWHIDE FIRE HOUSE, LLC	00062469	HOSE- CLEAN EQUIPMENT/TRUCK BEDS	12/03/2021	172.50	.00		
Total 10053310380:					3,184.91	.00		
<b>10053310385</b>								
3404 c	BURNS FULL SERVICE LLC	NOV 2021	NOV 2021 GAS/DIESEL CHARGES	12/03/2021	2,352.39	.00		
3404 c	BURNS FULL SERVICE LLC	OCT 2021A	OCT 2021 GAS/DIESEL CHARGES	12/03/2021	1,145.64	1,145.64	11/30/2021	
Total 10053310385:					3,498.03	1,145.64		
<b>10053400340</b>								
3482 c	THE SHERWIN-WILLIAMS CO	4982-7	STREET PAINT	12/03/2021	303.91	.00		
Total 10053400340:					303.91	.00		
<b>10053420221</b>								
21 ch	ALLIANT ENERGY	NOV 21 83307	NOV 21 833074 ELECTRIC CHARGES	12/03/2021	4,591.55	.00		
Total 10053420221:					4,591.55	.00		
<b>10053420340</b>								
5359 c	STRESSCRETE, INC	I-SC3-2111119	LIGHT FIXTURE-EAST FULTON ST	12/03/2021	2,265.00	.00		
Total 10053420340:					2,265.00	.00		
<b>10054910385</b>								
3404 c	BURNS FULL SERVICE LLC	NOV 2021	NOV 2021 GAS/DIESEL CHARGES	12/03/2021	264.12	.00		
3404 c	BURNS FULL SERVICE LLC	OCT 2021A	OCT 2021 GAS/DIESEL CHARGES	12/03/2021	402.15	402.15	11/30/2021	
Total 10054910385:					666.27	402.15		
<b>10055110153</b>								
2887 c	DELTA DENTAL OF WISCONSIN	1683867	DECEMBER 2021 DENTAL INSURANCE	12/03/2021	201.15	.00		
Total 10055110153:					201.15	.00		
<b>10055110155</b>								
490 ch	SECURIAN FINANCIAL GROUP,	DEC 2021A	DEC 2021 LIFE INSURANCE	12/03/2021	38.00	38.00	11/16/2021	
Total 10055110155:					38.00	38.00		
<b>10055110340</b>								
934 ch	STAPLES CREDIT PLAN	7344733402	TIME CARDS	12/03/2021	22.70	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 10055110340:					22.70	.00		
<b>10055142790</b>								
2151 c	BROWN CAB SERVICE INC	2143	OCT 2021 SHARED RIDE TAXI	12/03/2021	6,326.56	.00		
Total 10055142790:					6,326.56	.00		
<b>10055200225</b>								
130 ch	US CELLULAR	0474856124	PARK WIFI	12/03/2021	44.25	.00		
Total 10055200225:					44.25	.00		
<b>10055200340</b>								
28 ch	AMERICAN AWARDS & PROMO	52118	PLAQUE - MEMORIAL TREE	12/03/2021	76.90	.00		
3161 c	MENARDS	083868	MEMORIAL TREE WOOD BASE FOR PLAQU	12/03/2021	8.32	.00		
Total 10055200340:					85.22	.00		
<b>10055200385</b>								
3404 c	BURNS FULL SERVICE LLC	NOV 2021	NOV 2021 GAS/DIESEL CHARGES	12/03/2021	33.00	.00		
3404 c	BURNS FULL SERVICE LLC	OCT 2021A	OCT 2021 GAS/DIESEL CHARGES	12/03/2021	222.41	222.41	11/30/2021	
Total 10055200385:					255.41	222.41		
<b>10055200810</b>								
4787 c	LEE RECREATION	13883-21	KIENBAUM PARK- SWING & CLIMBER	12/03/2021	2,746.00	.00		
Total 10055200810:					2,746.00	.00		
<b>10055420225</b>								
311 ch	FRONTIER COMMUNICATIONS	NOV 2021	608-884-3232 TELEPHONE CHARGES	12/03/2021	42.33	.00		
Total 10055420225:					42.33	.00		
<b>10055420345</b>								
560 ch	PIGGLY WIGGLY STORE	AUG 2021	AUG 2021 CONCESSION PURCHASES - POO	12/03/2021	113.95	.00		
Total 10055420345:					113.95	.00		
<b>10056300153</b>								
2887 c	DELTA DENTAL OF WISCONSIN	1683867	DECEMBER 2021 DENTAL INSURANCE	12/03/2021	35.32	.00		
Total 10056300153:					35.32	.00		
<b>10056300155</b>								
490 ch	SECURIAN FINANCIAL GROUP,	DEC 2021A	DEC 2021 LIFE INSURANCE	12/03/2021	13.34	13.34	11/16/2021	
Total 10056300155:					13.34	13.34		
<b>10056700340</b>								
4163 c	WIX.COM	960253127	ANNUAL WEBSITE SUBSCRIPTION	12/03/2021	59.88	.00		
Total 10056700340:					59.88	.00		
<b>40057330820</b>								
5343 c	SIR LINES-A-LOT, LLC	PAY REQ #2	PAY REQ #2 FINAL- PAVEMENT MARKINGS	12/03/2021	4,315.74	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 40057330820:					4,315.74	.00		
<b>40057332820</b>								
598 ch	ROCK CO CLERK OF COURTS	2021	PARCEL 31, 406 S MAIN ST	12/03/2021	250.00	250.00	12/02/2021	
598 ch	ROCK CO CLERK OF COURTS	2021A	PARCEL 3, 765 HAIN RD	12/03/2021	250.00	250.00	12/02/2021	
3690 c	CEDAR CORPORATION	109460	SOUTH MAIN ST STP	12/03/2021	4,697.50	.00		
Total 40057332820:					5,197.50	500.00		
<b>40057334820</b>								
3690 c	CEDAR CORPORATION	109461	ROLLIN ST RECONSTRUCTION	12/03/2021	350.00	.00		
3690 c	CEDAR CORPORATION	109463	ROLLIN ST RECONSTRUCTION	12/03/2021	429.00	.00		
Total 40057334820:					779.00	.00		
<b>40057437820</b>								
514 ch	NELSON-YOUNG LUMBER CO	117516-I	2X4- WOOD FOR HOLIDAY SLED AT DEPOT	12/03/2021	5.44	.00		
2433 c	AMAZON.COM LLC	114-0048546-7	HOLIDAY LIGHTS-PUSH BUTTONS	12/03/2021	60.73	.00		
3748 c	SIGN A RAMA	INV-88507	HOLIDAY LIGHT SIGNS	12/03/2021	85.00	.00		
Total 40057437820:					151.17	.00		
<b>40657120820</b>								
731 ch	BAKER TILLY US, LLP	BT1955775	SERVICES 12/31/21 FINANCIAL STATEMENT	12/03/2021	684.00	.00		
Total 40657120820:					684.00	.00		
<b>40657121820</b>								
2936 c	MURPHY DESMOND LAWYERS	8137076	PROFESSIONAL SERVICES-210 W FULTON	12/03/2021	554.75	.00		
5229 c	CAMPBELL BOYS	3083	WINDOW REPLACEMENT-FACADE GRANT	12/03/2021	7,867.00	.00		
Total 40657121820:					8,421.75	.00		
<b>40657344820</b>								
373 ch	JB JOHNSON BROS LLC	PAY REQ #2 FI	WEST FULTON ST CROSSWALKS REPLACE	12/03/2021	11,220.58	.00		
3690 c	CEDAR CORPORATION	109464	WEST FULTON CROSSWALKS	12/03/2021	726.06	.00		
Total 40657344820:					11,946.64	.00		
<b>40757120820</b>								
731 ch	BAKER TILLY US, LLP	BT1955775	SERVICES 12/31/21 FINANCIAL STATEMENT	12/03/2021	684.00	.00		
Total 40757120820:					684.00	.00		
<b>40857120820</b>								
731 ch	BAKER TILLY US, LLP	BT1955775	SERVICES 12/31/21 FINANCIAL STATEMENT	12/03/2021	342.00	.00		
Total 40857120820:					342.00	.00		
<b>40857121820</b>								
2936 c	MURPHY DESMOND LAWYERS	8137076	PROFESSIONAL SERVICES-BUSINESS PARK	12/03/2021	261.89	.00		
Total 40857121820:					261.89	.00		
<b>40957120820</b>								
731 ch	BAKER TILLY US, LLP	BT1955775	SERVICES 12/31/21 FINANCIAL STATEMENT	12/03/2021	342.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
3690 c	CEDAR CORPORATION	109462	IKI DEVELOPMENT REVIEW	12/03/2021	140.00	.00		
Total 40957120820:					482.00	.00		
<b>40957121820</b>								
2936 c	MURPHY DESMOND LAWYERS	8137076	PROFESSIONAL SERVICES-IKI	12/03/2021	140.00	.00		
Total 40957121820:					140.00	.00		
Grand Totals:					94,040.65	3,950.89		

A & A ENVIRONMENTAL SERVICES INC. CDBG HOUSING LOAN 12/03/2021 670.00

Grand Total General Fund Vouchers: \$94,710.65  
 Total Payroll Check Date 11/19/2021:\$74,484.72  
 GRAND TOTAL OF GENERAL FUND: \$169,195.37

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 Detail.Input Date = 12/03/2021  
 Invoice.Batch = "CC","CK","ACH"

# Memo

To: Common Council  
From: Staff  
Date: 12/3/2021  
Re: December 6, 2021 Meeting

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**Revive Edgerton subsequent award policy:** Please recall the Council asked for data about the Revive Edgerton program before deciding if the policy should be amended to limit the frequency of applications from one applicant. The data is attached.

**S Main Cedar Corp design contract amendment:** The amended contract increases the design fees for the 2022 street project by \$10,000 (from \$219,847 to \$229,847). The increase is primarily being driven by the extra time needed to combine the City's project with the County's project. The County's project is County F from the city limits to Indianford. The projects were combined to obtain better bid prices for both the City and the County. The savings in construction should more than cover the extra engineering fees.

**Accounting software:** Staff is recommending the City purchase the receipting module of our accounting software, Caselle. The software will save time and improve accuracy. The cost of the software with training and setup is \$6,300. The annual support fee is \$1,125. Since the software is primarily used with utility billing, the utilities will pay the majority of the annual support fees. The funding sources for this project could be: utilities, ARPA funds, or Capital Projects. Staff is recommending the City purchase this at this time so that it can be implemented before the retirement of the Clerk/Treasurer.

**Fire District request for ARPA funds:** The Fire District sent the attached request for funds from the City's ARPA allocation to cover the District's COVID related expenses. The requested amount of \$20,271.06 will be reduced based on a recalculation. Staff requested additional information from the Fire District (See attached):

The component of the FD expenses for premium pay for off duty responders deserves special consideration. In comparison, City staff who responded to emergencies throughout the pandemic were not granted premium pay. The Council should consider if it will provide any premium pay.

**Outreach transfer agreement for 210 W Fulton:** Outreach plans to transfer the Development Agreement and the property at 210 W Fulton to a new entity. The Director of Outreach describes the reasoning for this assignment as follows:

“The nature of this entity is a not-for-profit company that will own and manage 210 W. Fulton Street. The name of the entity will be Hope Housing of Edgerton, Inc.

The reason why a new entity is being formed is the mission for 210 W. Fulton Street is different than Edgerton Community Outreach (ECO) in the sense that it will focus on rental housing with a priority to serve veterans, not emergency services and programs that serve the common good in Edgerton. The new entity will be a partner agency of Edgerton Community Outreach, Inc. and 3 of ECO's board members will make up the board of the new entity and will report to ECO's current board.”

The Agreement requires the City approve of the transfer.

**Resolution Authorizing Community Development Investment grant application:** As previously discussed, the plan of finance for the redevelopment of 210 W Fulton St includes a CDI grant from the WEDC. The WEDC has given a positive review of the preliminary application. To complete the final application, the Council has to adopt a resolution authorizing the submission of the application.

**Badgerland contract regarding waste oil and batteries:** The contract with the city's waste hauler, Badgerland, requires that Badgerland staff a collection event each month at the City garage to allow residents to drop off waste oil and lead batteries. Due to low citizen participation in the program, Badgerland is requesting the collection be reduced to once per quarter.

**Contract for Actuarial study for unfunded liabilities:** As part of the Financial Statements preparation, the City must hire an actuary to update the calculation of the city's liability for benefits offered after retirement. The cost of the study is \$3,200 and will be taken from the surplus in the 2021 budget.

# Revive Edgerton Program

## Revenue

	Resident	Project	Project cost	Grant amount	Loan amount	Property owner Investment	Pd	Pending
1	Miller, Patricia	Insulation/windows	\$ 2,026.66	\$ 506.67		\$ 1,519.99	x	
2	Martin, Raquel & Lucas	Windows	\$ 7,478.00	\$ 1,868.88		\$ 5,609.12	x	
3	Rico McKeen Olivia & Ryan	Windows	\$ 4,532.44	\$ 1,133.11		\$ 3,399.33	x	
4	Ruosch, Brennen	Windows	\$ 8,228.00	\$ 2,057.00		\$ 6,171.00		x
5	Salm, Allen and Christina	Electric/Windows/AC	\$ 44,674.00	\$ 2,500.00	\$ 17,337.00	\$ 24,837.00		x
6	Bulingame, Rich	Windows/Porch	\$ 32,549.18	\$ 2,500.00	\$ 11,274.00	\$ 18,775.18		x
		<b>Total</b>	<b>\$ 99,488.28</b>	<b>\$ 10,565.66</b>	<b>\$ 28,611.00</b>	<b>\$ 60,311.62</b>		

## Available Funds

<b>Start</b>	<b>\$ 354,114.00</b>
Adm costs as 11/22/21	\$ 823.00
Funds dispersed	\$ 3,508.66
<b>Available funds</b>	<b>\$ 349,782.34</b>



## I. INTRODUCTION

The City of Edgerton's Home Revival Program (EHR) aims to improve and update "affordable" homes in Edgerton by providing grants and low interest loans for eligible improvements. Modernizing smaller or outdated housing units improves livability, increases resale values, and attracts more people and investment to Edgerton.

## II. DEFINITIONS

Applicant: Property owner who has filed an application to the City of Edgerton EHR Program.

Application: Loan or grant request form filed for the City of Edgerton EHR Program

Borrower: A recipient of a loan through the City of Edgerton EHR Program

City: City of Edgerton

Committee: City of Edgerton Finance Committee

Owner: Person or persons who have title to a property.

Program: City of Edgerton EHR Program

Project: All activities undertaken by an Owner as part of the EHR program

Property: Real estate and improvements under the ownership of the Program Applicant.

## III. PROGRAM ADMINISTRATION

### A. Program Objectives

1. The primary objectives of this program are:
  - a. Improvement of the existing affordable housing stock.
  - b. Elimination of neighborhood blight and structural deterioration.
  - c. Elimination of housing conditions that are detrimental to public health, safety and welfare.
  - d. Improve energy efficiency in homes.
2. To achieve the cited objectives, this program may provide partial project funding in the form of grants and loans for eligible projects.

### B. Program Eligibility:

1. Ownership and value. Properties having an owner-occupied home, including condominiums, that have an assessed value of less than the average assessed value of all single-family homes and condominiums in the City of Edgerton for the year in which the application is filed are eligible for the Program. Average assessed value will be determined annually by the City Assessor.
2. Land Use. To be eligible for the Program, a property must be located within the City of Edgerton. The use of the property must be a permitted and/or conforming use in accordance with the City of Edgerton Zoning Ordinance.
3. Property Taxes and Insurance. Property taxes must be paid up to date before any improvement work can begin. The Owner must show proof of adequate insurance coverage to cover the property improvements after rehabilitation.
4. Work Completed Prior to Application Approval. No work undertaken, whether completed or incomplete, no materials ordered, and no contracts entered into prior to the approval of the application, will be eligible for payment with EHR funds.
- 4-5. Subsequent applications: Applicants approved for either a loan/grant or a grant cannot file another application within two (2) years of the award of the first loan or grant.
- 5-6. Conflict of Interest: Elected/appointed officials, municipal employees, and consultants involved in the decision-making processes of the program are not eligible to receive EHR assistance through the program either for themselves, or for those with whom they have family or business ties, during their tenure or for one year after.

An exception to the requirement (Waiver of Potential Conflict of Interest) may be requested. Prior to submitting the request, public disclosure of the conflict must be made. An opinion



**Randall L. Pickering**  
Fire Chief

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Office (608) 252-2611  
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To: Chairperson Venske, Town of Albion  
Mayor Lund, City of Edgerton  
Chairperson Sayre, Town of Fulton  
Chairperson Viney, Town of Porter  
Chairperson Dohner, Town of Sumner

From: John Sherman, President – Edgerton Fire Protection District  
Candy Davis, Treasurer – Edgerton Fire Protection District

Date: October 29, 2021

Subject: EFPD 2021 ARPA Eligible Expenses

*John M. Sherman*  
*Candy Davis*

Under the guidance issued by the US Treasury Department, the Edgerton Fire Protection District has incurred \$60,402.43 in expenses that are eligible under the “Coronavirus State and Local Fiscal Recovery Funds component of the American Rescue Plan Act (ARPA)”.

As you are aware, local ARPA funds are being distributed directly to local government entities, so eligible extensions of local government such as the Edgerton Fire Protection District must work through their local government entity(s) to request ARPA fund disbursement.

We recognize that disbursement decisions rest solely with the elected bodies of the governmental entities, so we respectfully request consideration for disbursement of a portion of the 2021 ARPA funds allocated to our constituting municipalities for the District’s ARPA eligible 2021 expenses.

We understand the US Treasury Department is still in the process of developing final guidelines around the ARPA funds, and there is uncertainty related to potential additional funds that may or may not be made available under the proposed Infrastructure bill; but, the Edgerton Fire Protection District has incurred clearly authorized ARPA eligible expenses during 2021, so in an effort not to have to allocate reserve funds held for unanticipated expenses to balance our 2021 budget, the District is requesting a statistically small percentage of the total funds being held for in-year expenses.

The District is extremely proud of our track record of protecting our first responders. To date we have not experienced a single on-the-job related infection of a District employee, nor any EFPD related exposures by patients in the care of EFPD. The District has continued to treat every response as a potential COVID-positive response, so our supplies and equipment budgets have continued to be stressed throughout 2021.

The District's ARPA eligible expenses fall into two categories of authorized expenses:

- 1) "Support Public Health Expenditures" (which uses the very same guidelines at the CARES Act funding did in 2020). This category includes:
  - a. "Services and programs to contain and mitigate the spread of COVID-19", and
  - b. "Payroll and covered benefits expenses for ..... public safety and similar employees ....".
- 2) "Provide Premium Pay for Essential Workers"

Under "Public Health Expenditures":

- a. Our "EMS Supplies" expenses includes \$11,680.72 in emergency response supplies.
- b. Our "EMS Equipment" expenses include \$34,382.91 in EMS equipment purchased to stock the District's 3<sup>rd</sup> ambulance to be able to handle the increased response demands.

Under "Payroll and covered benefits expenses":

The District has been able to offset higher than budgeted wage and benefit expenses by other means, so we have no specific needs related to payroll and benefit expenses.

Under "Provide Premium Pay for Essential Workers":

The District implemented a callback bonus of \$1000/month divided across all career and paid-on-call employees who responded when off duty to ensure coverage of our increased call volumes and multiple simultaneous calls. With FICA and WRS, the total cost of the premium pay bonus is: 14,338.80.

The three categories of eligible expenses total \$60,402.43.

The District proposes using the 2021 Equalized Value formula to allocate our request across our five municipalities. Using the allocation below, the District is respectfully asking each municipality to release its allocated amount of ARPA funding to the District prior to the end of 2021 so the funds can be deposited prior to the end of the year.

Municipality	Percentage of District EV	2021 ARPA Fund Request
Albion	20.18%	\$12,189.20
Edgerton	33.56%	\$20,271.06
Fulton	37.72%	\$22,783.80
Porter	3.67%	\$ 2,216.77
Sumner	4.87%	\$ 2,941.60
Total	100.0%	\$60,402.43

Thank you for your consideration. The District is extremely proud of how we have managed our way through the last two years and our track record as a model on how to have dealt with safely and effectively responding to the Coronavirus Pandemic; but it has had a cost. The two of us, as well as Chief Pickering are available to answer any questions you might have, and are available to meet with your Boards/Council to do the same if they have any questions.

**RE: EFPD ARPA Funding Release Request - Edgerton**

Randy Pickering &lt;PickeringR@edgertonfire.com&gt;

Fri 12/3/2021 1:04 AM

To: Ramona Flanigan &lt;rflanigan@edgerton.wi.gov&gt;

Ramona:

Good questions. Answers to each below. I am also putting together a detailed breakdown of the expenses which I will send to you this weekend to share with the Council. The final request amount will go down. As we looked into the Treasury Rules that have been published, expenses need to have occurred on or after March 3' 2021, so we are pulling all the invoices and are backing any expenses that were incurred between 1/1/2021 and 3/2/2021 out of the request. I should have that done tomorrow.

Randy

Randall L. Pickering

*Fire Chief**Edgerton Fire Protection District**[pickeringr@edgertonfire.com](mailto:pickeringr@edgertonfire.com)**(608) 332-9462 (cell)*

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**From:** Ramona Flanigan <rflanigan@edgerton.wi.gov>**Sent:** Thursday, December 2, 2021 9:45 AM**To:** Randy Pickering <PickeringR@edgertonfire.com>**Subject:** Re: EFPD ARPA Funding Release Request - Edgerton

Hi Randy,

Can you please provide some additional information about the ARPA request?

- What will happen to the "stock" for the third ambulance that was outfitted for COVID demand? Will it be used for the transfer business? Would the third ambulance been needed if there were no transfer business?
  - The 3<sup>rd</sup> ambulance itself was actually added to the fleet before COVID and before we entered the transfer business. It was originally intended for the 3<sup>rd</sup> ambulance to be a backup to the two primary ambulances so if one of the primary ambulances were out of service we would still have two ambulances in service. The original plan, PRE-COVID, was if one of the ambulances went out of service (break-fix, or preventative reasons), we would move needed stock and equipment from the out of service ambulance to the back-up (3<sup>rd</sup> ambulance). When COVID occurred we realized that if we transported a suspected or known COVID patient and the transporting ambulance had to go through decontamination (a minimum 2 hour process), we could not take potentially contaminated supplies and equipment out of that ambulance and put them in the reserve ambulance; thus the need to begin to actually fully stock and equip the back-up (3<sup>rd</sup> ambulance).
  - "What will happen to the 'stock' for the third ambulance?" The stock was actually just the start-up, and has probably all been used at this point. The expenses submitted for ARPA reimbursement were exclusively for start-up stock to get the ambulance in service. We bill transported patients for stock used, so re-stocking after the initial start-up purchases have all been covered through billing.
  - "Will it be used for the transfer business?" Yes, if that ambulance is used to do a transfer; but again, any stock used during a 9-1-1 or transfer is paid for by the patient being transported (9-1-1 or

transfer). The expenses we are looking to recover were the start-up to get the ambulance in service, which as noted above was driven by COVID.

- “Would the third ambulance be needed if there were no transfer business?” Yes. As stated above, the 3<sup>rd</sup> ambulance was actually added to the fleet before we entered the transfer business, and before COVID; and the need to stock it was driven exclusively by COVID.
- Can you please verify that these expenses were not covered in the earlier funding (CARES) provided to the District by the municipalities for COVID expenses?
  - No, the reimbursements being requested from ARPA funding were not covered by CARES money. Per the Treasury Department ARPA Rules, only expenses incurred after March 3, 2021 are eligible. All CARES funding obtained in 2020 was used to cover COVID eligible expenses incurred in 2020.
- How much of the “increased demand” that necessitated premium pay was driven by the transfer business? Would premium pay have been needed if there were no transfer business?
  - 0%. We track “9-1-1 incidents” separate from “transfer business”. The “increased demand” associated with offering the premium pay was exclusively 9-1-1 related. The premium pay we are requesting reimbursement for was paid exclusively for 9-1-1 incident responses.
  - “Would premium pay be needed if there were no transfer business?” Yes. The premium pay for responding to 9-1-1 incidents was implemented to acknowledge the added risk our responders were taking for being willing to respond on a 9-1-1 incident in light of the increased dangers of COVID exposure.
- What was the time period premium pay was granted?
  - 1/1/2020 to 12/31/2021. The 2020 amount was covered by the CARES funding received in 2020. Our original ARPA request was based on 1/1/2021 to 12/31/2021, but as noted above we have learned that ARPA funding can not be used for any expense incurred prior to 3/3/21, so we have backed out the premium pay amount for 1/1/2021 to 3/2/2021.

Thanks

Ramona Flanigan  
City Administrator  
City of Edgerton  
12 Albion Street  
Edgerton WI 53534  
[rflanigan@cityofedgerton.com](mailto:rflanigan@cityofedgerton.com)  
(608) 884-3341

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**From:** Randy Pickering <[PickeringR@edgertonfire.com](mailto:PickeringR@edgertonfire.com)>  
**Sent:** Sunday, October 31, 2021 12:46 PM  
**To:** chris lund ([cnclund@charter.net](mailto:cnclund@charter.net)) <[cnclund@charter.net](mailto:cnclund@charter.net)>  
**Cc:** Ramona Flanigan <[rflanigan@edgerton.wi.gov](mailto:rflanigan@edgerton.wi.gov)>; Cindy Hegglund <[chegglund@edgerton.wi.gov](mailto:chegglund@edgerton.wi.gov)>; John Sherman <[jjsherman@charter.net](mailto:jjsherman@charter.net)>; Candy Davis <[jcdavis1@charter.net](mailto:jcdavis1@charter.net)>; Jim Burdick <[rulesdude.wi@gmail.com](mailto:rulesdude.wi@gmail.com)>; Doug Kenney <[kenneyd@frontier.com](mailto:kenneyd@frontier.com)>; Jason Russ <[RussJ@edgertonfire.com](mailto:RussJ@edgertonfire.com)>; Brandon Whitmore <[WhitmoreB@edgertonfire.com](mailto:WhitmoreB@edgertonfire.com)>  
**Subject:** EFPD ARPA Funding Release Request - Edgerton

Mayor Lund:

Please see the attached memo from EFPD President Sherman and Treasurer Davis. I will stop by City Hall on Monday and drop a hardcopy off as well.

We understand this is not on the Council's Agenda for Monday night, but I will reference it as part of my "Fire Report". Councilpersons Davis and Burdick are familiar with the background and can speak to it when appropriate.

Thank you.

Randy

Randall L. Pickering

*Fire Chief*

*Edgerton Fire Protection District*

[pickeringr@edgertonfire.com](mailto:pickeringr@edgertonfire.com)

*(608) 332-9462 (cell)*

# Memo

**To:** RDA  
**From:** Staff  
**Date:** 12/2/2021  
**Re:** December 6, 2021 Meeting

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**Application for Facade Grant for 4 W Fulton St for windows:** The owner of 4 W Fulton Street is requesting approval of a façade grant to replace the windows in the rear of the building. The windows are white, vinyl double hung that will fill the entire opening. The low bid of 2 is for \$12,502. The Supersized 50% facade grant amount would be \$6,251. The Historic Commission will have to approve the project.

**Application for Facade Grant for 12 W Fulton St for roof:** The owner of 12 W Fulton Street is requesting approval of a façade grant for roofing. The one bid is for \$21,250 for entire roof. The Supersized 50% facade grant amount would be \$10,000.

**Application for Facade Grant for 12 W Fulton St for windows and tuck pointing:** The owner of 12 W Fulton Street is requesting approval of a façade grant for tuck pointing. The one bid provides an option to do work as needed or to do all the masonry joints. The owner wishes to do all the joints on the front façade and as needed on the rear of the building. The cost of this work is \$20,751.85. The quote also includes the masonry work needed to replace the bathroom window in the rear. The Supersized 50% facade grant amount would be \$10,000. The Historic Commission will have to approve the window replacement project.

**Application for an ED Grant for 102 W Fulton St:** The owner of 102 W Fulton (C&M Printing) is requesting funding to replace a furnace. The one quote for the project is for \$5,182. The Supersized 50% ED grant amount would be \$2,591.