

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

Monday, June 6, 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, June 3, 2022.
4. Council acceptance of agenda.
5. Personal appearances for non-agenda items limited to 3 minutes.
 - A. Introduce Lieutenant Joe Fellmuth
6. Minutes:
 - A. Consider approval of minutes from May 16, 2022 Council meeting.
7. Committee Reports:
 - A. Finance Committee:
 1. Consider approval of bills and payroll vouchers.
 2. Consider licenses applications.
 - A. Operator License
 - B. Temporary Class "B" Beer and Wine License for Edgerton Hospital Capital Foundation Garden Party.
 - C. "Class B Combination Liquor & Beer License Renewals"
 - i. TK's Decoy Bar & Grill, Agent Tom Kuhlow
 - ii. 2 Brothers Bar & Grill, Agent Ilir Banushi
 - iii. Café on Main, Agent Ilir Banushi
 - iv. El Patron Mexican Grill, Agent Alejandro Ramirez
 - v. Last Nite Bar & Grill, Agent Terri Nottestad
 - vi. Edge Events LLC, Agent Sarah Braun
 - vii. Young-Fier Pit Stop, Agent Patricia Young
 - viii. The Baron LLC, Agent Ilir Banushi
 - ix. Lounge 1848, Agent Ilir Banushi
 - x. Towne Country Club, Agent Matthew Rivers
 - D. "Class A Combination Liquor & Beer License Renewals"
 - i. Day's Family Foods, Inc, Agent Nathan Perry

- ii. 424 Game Day Liquor Inc, Agent Chandresh Patel
 - iii. Burns Full Service, LLC, Agent Casey Burns
 - iv. Casey's General Store #3731, Agent Anthony Hawks
 - E. Class "A" Beer License Renewal
 - i. Kwik Trip #675, Agent Sarah Pierce
 - ii. Stop N Go #214, Agent Alesha Imhoff
 - F. Class "B" Beer License Renewal
 - i. Mario's Italian Restaurant, Agent Carla Zimmerman
 - G. Class "C" Wine License Renewal
 - i. Campbell Boys, Agent Dusty Campbell
 - H. Tobacco License Renewals
 - i. Casey's General Store
 - ii. 2 Brothers Bar & Grill
 - iii. Day's Family Foods
 - iv. Stop-N-Go
 - v. Kwik Trip
 - vi. Burns Full Service LLC
 - I. Private Property on Public Sidewalk Permit
 - i. Campbell Boys LLC
 - ii. Ripples Resale
 - J. Sandwich Board Sign permits
 - i. Campbell Boys
 - ii. Lounge 1848
 - iii. Red Baron
 - iv. 2 Brothers Bar & Grill
 - v. Ripples Resale
- 3. Consider toilet replacement at Police Department.
- 4. Consider Lease for 120 W Lawton St
- 5. Consider awarding bid for Mill and Overlay project.
- 6. Consider City of Edgerton Resolution 24-21C: Amend 2022 Salary Resolution.
- B. Public Works Committee:
 - 1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meeting.
- C. Parks Committee:
 - 1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meeting.
- D. Police Commission:
 - 1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meeting.
- E. Plan Commission:
 - 1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meeting.
- F. Fire District:
 - 1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meeting.

8. Consider City Hall office hours.
9. Mayor, alderperson and staff reports.
10. Closed session pursuant to Wis. Stat. 19.85(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 cell tower land lease.
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.

**MAY 16, 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, City Clerk Wendy Loveland, Police Chief Robert Kowalski, Library Director Kirsten Almo, Municipal Services Director Howard Moser, Fire Chief Randy Pickering, City Attorney Bill Morgan and a few citizens.

Loveland confirmed the meeting agendas were properly posted on Friday, May 13, 2022 at the Post Office, Edgerton Library, City website, and City Hall.

ACCEPT THE AGENDA: A Sarah Braun/Tim Shaw motion to accept the amended agenda (corrected a spelling error) passed, all voted in favor.

MINUTES: A Jim Burdick/Paul Davis motion to approve the minutes from the May 2, 2022 Common Council meeting passed, all voted in favor.

COMMITTEES:

Finance Committee: A Candy Davis/Sarah Braun motion to approve the bills and payroll in the amount of \$246,355.31 passed on a 6/0 roll call vote.

A Candy Davis/Tim Shaw motion to approve the events packet for the Kid's Fishing Derby on May 22, 2022 passed on a 6/0 roll call vote.

A Candy Davis/Sarah Braun motion to approve declaring a trailer surplus and setting the minimum sale price at \$600 passed on a 6/0 roll call vote.

A Candy Davis/Tim Shaw motion to approve the quote from I90 Enterprises for the purchase of a utility trailer in the amount of \$2,850 passed on a 6/0 roll call vote.

A Candy Davis/Sarah Braun motion to approve City of Edgerton Resolution 10-22: Resolution for the Safe Drinking Water Program for Public Lateral Replacements passed on a 6/0 roll call vote.

A Candy Davis/Tim Shaw motion to approve the purchase of pollinator plants for the Pottery Plaza passed on a 6/0 roll call vote.

POLICY REGARDING "NO MOW MAY": Casey Langan stated the intentions of "No Mow May" are good, however it would be hard for the city to distinguish between who is observing the "No Mow may" and who is just not mowing because they don't want to. Other Council members felt it would not look good for the city to issue citations to the citizens who wish to observe this. It may look like the city is unfeeling toward conservation efforts.

A Jim Burdick/Paul Davis motion to direct the staff to not observe "No Mow May" passed on a 5/1 roll call vote. Paul Davis voted against the motion.

A Tim Shaw/Sarah Braun motion to direct staff to not issue citations in May, except for noxious weeds, for this year only passed on a 5/0/1 roll call vote. Paul Davis abstained.

POLICE WEEK DECLARATION: A Jim Burdick/Candy Davis motion to approve the Declaration recognizing May 11-17, 2022 as Police Week passed on a 6/0 roll call vote.

Being no other business before the Council, a Jim Burdick/Sarah Braun motion to adjourn passed on a 6/0 roll call vote.

Wendy Loveland
City Clerk

Adopted June 6, 2022

Memo

To: Common Council
From: Staff
Date: 6/3/2022
Re: June 6, 2022 Meeting

Award for Mill and Overlay Contract: Two bids were received for the 2022 Mill and Overlay Project with the lowest responsible bidder being Payne and Dolan at \$108,739.72. This project consists of milling and resurfacing Head Street, Walker Way and Robert Street. The city received funding through LRIP in the amount of \$17,876.53 for the work on Robert Street. Staff recommends awarding the contract to Payne and Dolan in the amount of \$108,739.72. Funding for this will come from the 2022 streets capital project budget

Assessor Contract: The five-year city assessor contract expires at the end of this year. Regarding the selection of contracted services, the ordinance states: "The City shall annually review the performance of all providers of professional services. At any time, a majority of the Common Council may choose to request proposals." The Committee should provide direction regarding a new contract. Does the committee wish to negotiate an agreement with Accurate Assessors, the current vendor, or request proposals.

Prosecuting Attorney Contract: The prosecuting attorney contract has expired. The Committee should provide direction regarding a new contract. Does the committee wish to negotiate an agreement with Murphy Desmond, the current firm, or request proposals. Please note that the current arrangement for the joint municipal court includes all three jurisdictions using the same attorney, thus changing attorneys is more complicated.

Selection of Consultant for Energy Grant: The City received a grant from the PSC to create comprehensive energy plans for Edgerton, Milton, and Evansville. Edgerton is the lead entity meaning we will enter into the contract with the PSC. (Please note that the grant will cover all costs other than staff time.) The three municipalities worked with a consultant, Slipstream, to prepare the grant application. Given Slipstream's commitment to, and knowledge of, the project, staff recommends we select Slipstream as the consultant for the energy planning effort. Additionally, a selection process involving proposals with three municipalities. Does the committee wish to negotiate an agreement with Slipstream, or request proposals?

Lease 120 W Lawton St: Please recall the building the City plans to purchase at 120 W Lawton, Street is on leased land. The lease for the land which is a one-year term with 2 one year extensions is attached for consideration.

City Hall Hours: Current city hall hours are: Monday 8:00am - 6:00pm; Tuesday – Thursday 8:00 am - 5:00pm; and Friday 8:00 am - 4:00 pm. City Hall is closed all days from 12:00 pm – 1:00 pm. Staff completed a survey of other city's office hours and completed a count of visitors and calls to city hall for the hours between 4:00 and 5:00, and on Monday between 5:00 and 6:00. The surveys are

attached. Based on this information, staff recommends city hall hours are modified to 7:30 am -4:00 pm with half hour staggered lunches. This will eliminate the hour closure for lunch, which is unusual and causes confusion for patrons and delivery companies. This modification will also increase hours of service to the public by 30 minutes per day.

Salary Resolution Amendment: There was an administrative error in the salary resolution for the life guard WSI wage. The wage should be \$10.25/hour.

Replacement Toilets at PD: There have been ongoing problems with the toilets at the police station. The plumber, Edwardson Plumbing, has recommended power flush toilets to solve the problem. Edwardson Plumbing's estimate to replace two toilets is \$1,200.

City Hall Customer Count

Day of the Week	Date	Phone 4-5pm	Counter 4-5pm	Phone 5-6pm	Counter 5-6pm
Thursday	4/7/2022	1	2	1	0
Monday	4/11/2022	0	0	1	0
Tuesday	4/12/2022	2	1		
Wednesday	4/13/2022	0	1		
Thursday	4/14/2022	2	1		
Monday	4/18/2022	2	2	0	0
Tuesday	4/19/2022	0	1		
Wednesday	4/20/2022	1	2		
Utility Billing Deadline					
Thursday	4/21/2022	2	1		
Monday	4/25/2022	0	1	0	0
Tuesday	4/26/2022	0	1		
Wednesday	4/27/2022	2	0		
Thursday	4/28/2022	3	2		
Average		1.15	1.15	0.33	0.00

Survey of City Hall hours

	7:00	7:30	8:00	8:30	9:00	9:30	10:00	10:30	11:00	11:30	12:00	12:30	1:00	1:30	2:00	2:30	3:00	3:30	4:00	4:30	5:00	
Hrs Service	40																					
Edgerton	42.5																					
Evansville	38																					
Milton	45																					
Johnson Creek	40																					
Sauk City	39																					
Marshall	45																					
Lake Mills	42.5																					
Columbus	42.5																					
Cross Plains	42.5																					
Portage	42.5																					
Monroe	45																					
Jefferson	45																					
Stoughton	45																					
Janesville	42.5																					
Edgerton Proposed #	42.5																					
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Monday 6:00 and Friday 4:00 close

Friday 8:00-12:00

Friday 8:00-1:00