

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

Monday, October 2, 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. 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, September 29, 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 September 18, 2023 Council meeting.
7. Committee Reports:
 - A. Finance Committee:
 1. Consider pay request #2 for RT Fox for the Quigley Street, Street & Utility Improvement Project.
 2. Consider approval of bills and payroll voucher.
 3. Consider Event Packet for Home for the Holidays Celebration.
 4. Consider funding for holiday tree lighting at depot.
 5. Consider change of agent for Kwik Trip Inc, dba Stop N Go, agent Nicholas Koeppler.
 6. Consider 2 Burdick St incentive payment
 7. Consider declaring City Hall typewriter as surplus.
 8. Consider City of Edgerton Resolution 27-23: Urban Forestry Grant Application.
 - B. Fire District
 1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meeting.
 - C. Historic Commission
 1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meeting.

D. Personnel Committee

1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meeting.
 2. Consider appointment of City Treasurer.
 3. Consider Personnel Policy regarding retiree health insurance bank residual payout.
-
8. Consider approval of 2024 Joint Powers Agreement with Rock County 911 Communications.
 9. Consider City of Edgerton White Cane Safety Day Proclamation.
 10. Consider 2024 Budget
 11. Mayor, alderperson and staff reports.
 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.

**SEPTEMBER 18, 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, City Attorney Bill Morgan, and a few citizens.

Loveland confirmed the meeting agendas were properly posted on Friday, September 15, 2023 at the Post Office, Edgerton Library, City website, and City Hall.

ACCEPT THE AGENDA: A Casey Langan/Jim Burdick motion to approve the agenda passed, all voted in favor.

MINUTES: A Candy Davis/Shawn Prebil motion to approve the September 5, 2023 Council meeting minutes passed, all voted in favor.

COMMITTEES:

Finance Committee: A Tim Shaw/Candy Davis motion to approve the bills and payroll in the amount of \$292,246.59 passed on a 6/0 roll call vote.

A Tim Shaw/Shawn Prebil motion to award the bid for the Library Study Rooms project to Gilbank Construction in the amount of \$87,400 using \$50,000 in ARPA funds passed on a 6/0 roll call vote.

A Tim Shaw/Candy Davis motion to approve the bid for road salt to Morton Salt in the amount of \$81.58 per ton passed on a 6/0 roll call vote.

A Tim Shaw/Shawn Prebil motion to approve the bid for city building cleaning to Team Kleen passed on a 6/0 roll call vote.

Plan Commission: A Jim Burdick/Paul Davis motion to approve the second reading and adopt City of Edgerton Ordinance 23-22: Amend Chapter 450, Section 450-61A(3) Electronic Message Center of the Zoning Ordinances, City of Edgerton Rock and Dane Counties, Wisconsin passed on a 6/0 roll call vote.

Utility Commission: A Shawn Prebil/Paul Davis motion to approve an 8% increase in water rates for 2024 passed on a 6/0 roll call vote.

RDA: A Casey Langan/Candy Davis motion to approve a façade grant for 102 W Fulton St to replace rear windows in the amount of \$918 conditioned upon Historic Commission approval passed on a 6/0 roll call vote.

A Casey Langan/Shawn Prebil motion to approve a façade grant for 104 W Fulton St to replace 4 doors & awnings in the amount of \$5,000 conditioned upon Historic Commission approval passed on a 6/0 roll call vote.

A Casey Langan/Jim Burdick motion to approve a façade grant for 11 Henry St to replace the roof in the amount of \$5,000 passed on a 6/0 roll call vote.

RESOLUTION 26-23: A Tim Shaw/Candy Davis motion to adopt City of Edgerton Resolution 26-23: Resolution Requesting Exemption from Rock and Dane County Library Tax, City of Edgerton Dane and Rock Counties, Wisconsin passed on a 6/0 roll call vote.

2024 CAPITAL IMPROVEMENT PLAN (CIP): The Council implemented a borrowing plan that allows for a borrowing every 4 years to stabilize the levy and keep the City's overall debt low. The last borrowing was in 2022. The State restricts the amount of debt a city can have. Currently the city is at 10% of that limit. Council discussed a possibility of doing another borrowing to assist in getting more of the capital projects done. It was requested that staff work through the data and give an idea of what another borrowing would do to the overall finances.

The Council reviewed the CIP schedule which indicates the projects/equipment that have or are scheduled to be funded by loan proceeds from the 2022 borrowing and which project will be funded using alternative funds.

The city will be receiving additional shared revenue funding starting in 2024. Staff provided two alternatives to utilize \$150,000 of these additional funds annually for street upgrades as requested by the Council. Alternative 1 showed a list of streets that could be completed without using any of the additional shared revenue funds. Alternative 2 showed street projects that could be completed if \$150,000 of the shared revenue funds were designated annually for streets. The city staff will continue to pursue any grant opportunities that will aid in the funding of some of the larger street projects.

CLOSED SESSION: Casey Langan/Shawn Prebil moved to go into 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 land sale and economic development incentives.

The motion passed on a 6/0 roll call vote.

Being no other business before the Council, a Candy Davis/Tim Shaw motion to adjourn passed on a 6/0 roll call vote.

Wendy Loveland
City Clerk
Adopted October 2, 2023

Memo

To: Common Council
From: Staff
Date: 9/29/2023
Re: October 2, 2023 Meeting

2 Burdick St: The Council extended the deadline for the owner of 2 Burdick Street, Andrew Arnett, to obtain an occupancy permit and for the building to have an assessed value greater than \$250,000 until the end of October. The owner has obtained occupancy permits for two of the three tenant spaces. He will not have an occupancy permit for the remaining commercial space by the October 31 deadline. The Assessor has determined the value of the structure is greater than \$250,000. Does the Council wish to provide the \$50,000 incentive to Andrew Arnett at this time or grant another extension until the building has occupancy permits for all the units?

Holiday Tree decoration: Last year, the Council elected to pay for the contract for the holiday tree decorating using the Economic Development fund established to pay for downtown improvement programs such as the façade program. The 2023 contract amount is \$3,461. Staff recommends the use of this fund again in 2023.

Urban Forestry Grant: Included in your packet is a resolution authorizing the application and administration by the Municipal Services Director of a WDNR urban forestry grant. The focus of the application is on the Fish Pond Park for the removal of several dead trees and the replanting of trees. The grant request is for \$5,000 making the City's match \$5,000. Funding is included in the draft 2024 budget.

City Treasurer: The City Treasurer position is now vacant upon the resignation of the previous Treasurer. In accordance with the Personnel Policy, the open position was posted for five days internally. Current administrative assistant Maddie Deegan signed the posting indicating her interest in taking the position.

Maddie has been with City for 18 months and has successfully performed various accounting functions. Maddie has also completed one year of the UW Green Bay's Treasurer training. In a previous position with Edgewood College, Maddie held various accounting related positions. The City Administrator recommends Maddie's promotion to the Treasurer position.

The Personnel Policy requires the Personnel Committee make the selection of salaried employees and that the Council approve the appointment.

Personnel Policy Manual Amendment regarding retiree health insurance bank residual payout: At retirement, employees are allowed to apply the value of a portion of their accumulated sick leave to health insurance or to take a cash payout. For employees who elect

to have their benefit used to pay for health insurance, the Personnel Policy prohibits the employee from switching to a cash payout. The policy states, **“Once a retiree elects and begins receiving paid health insurance premiums, he/she is not allowed to change any remaining balance to a cash payout.”** Staff recommends the following language be added to the end of this section, **“except for a cash payout of the balance that is less than a monthly premium payment.”**

JOINT POWERS AGREEMENT
256.35(9) Wis. Stats

ROCK COUNTY AND CITY OF EDGERTON

Rock County (County) and City of Edgerton (Municipality) have combined with other municipalities to establish a sophisticated telecommunications system which automatically connects a person dialing the first "911" to a public safety answering point (PSAP) provides the PSAP with the caller's location and number identification.

Wis. Stats. 256.35(9) requires that County and Municipality annually enter into this Joint Powers Agreement as follows:

- 1) This agreement is applicable on a daily basis.
- 2) If an emergency service vehicle is dispatched in response to a request through the Rock County System, which the Municipality is a part of, such vehicle shall render its services to the persons needing the services regardless of whether the vehicle is operating outside the vehicle's normal jurisdictional boundaries. The intent of this paragraph is to meet the legal requirements of the Wisconsin State Statutes. It is not to assign calls to emergency service departments outside of their defined service areas on a regular basis. Only unusual circumstances will require such assignment.
- 3) Municipality directs the Rock County PSAP Center receiving a call for service in the Municipality's jurisdiction to dispatch the call in the following manner.

| | | |
|----------|---------|---|
| Primary: | Police: | County Main Repeater 155.985 (TX), 159.090 (RX) |
| | Fire: | RF Main 153.950 (RX), 155.715 (TX) |
| | | RF Paging 154.310 (RX), PL Tone 79.7 |
| | EMS: | Same as Fire |

Secondary: Police: County TAC Repeater 154.950 (TX), 158.730 (RX)

Fire: RF Central 150.815 (TX), 155.430 (RX)

EMS: Same as Above

- 4) All calls of an administrative nature shall be referred to Municipality's published telephone number as follows:

Administrative: Police: 884-3321

Fire: 884-3326

EMS: 884-3326

- 5) The Rock County PSAP will maintain a record of the receipt of all 911 calls, emergency and non-emergency, and a record of the dispatch. Municipality must keep records of the receipt of the dispatch and disposition.
- 6) Rock County will file a copy of this Agreement with the Wisconsin Department of Justice as required by sec. 256.35(9), Wis. Stats.

The respective Board/Council has authorized this Joint Powers Agreement and the undersigned have been authorized to execute this Agreement effective January 1, 2024.

X _____ Date _____
Rock County Administrator

X _____ Date _____
Rock County Clerk

X _____ Date _____
City of Edgerton, Mayor

X _____ Date _____
City of Edgerton, City Clerk

CITY OF EDGERTON PROCLAMATION

RECOGNIZE OCTOBER 15, 2023 AS WHITE CANE SAFETY DAY

WHEREAS, on October 6, 1964, the United States Congress designated October 15 of each year as White Cane Safety Day; and

WHEREAS, blindness and severe visual impairment affect approximately 109,000 Wisconsin residents; and

WHEREAS, the majority of these person use travel aids, such as a white cane or a service animal to get around public streets and sidewalks and places of public accommodation; and

WHEREAS, these travel aids are universally recognized as symbols representing vision loss; and

WHEREAS, Wisconsin's White Cane Law requires that motorists come to a full stop before approaching closer than 10 feet to a pedestrian who is using a white cane or service animal; and

WHEREAS, Greater awareness of the White Cane Law leads to safer, more attentive driving in general, enhancing the safety of all pedestrians, including children, elders and people with disabilities; and

WHEREAS, communities have the opportunity to implement many proven features to enhance the safety of all pedestrians, including sidewalks, accessible pedestrian signals and curb ramps.

NOW, THEREFORE BE IT RESOLVED that, I, Mayor Christopher Lund, on behalf of the residents of City of Edgerton do hereby proclaim Sunday, October 15, 2023 as **WHITE CANE SAFETY DAY** in the City of Edgerton and also acknowledge the importance of pedestrian safety year-round.

Christopher W. Lund, Mayor

ATTEST

Wendy Loveland, City Clerk

Dated October 2, 2023