

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

**Monday, December 20, 2021 at 6:45 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 17, 2021.
3. Consider approval of minutes from the December 6, 2021 Finance meeting.
4. Consider approval of bills and payroll vouchers.
5. Consider license applications.
6. Consider City of Edgerton Resolution 23-21: Extending the life of Tax Incremental District #8 to fund the Edgerton Affordable Housing Improvement Program.
7. Consider write-off of Edgerton Area Chamber of Commerce obligation for the Depot renovation costs.
8. Finance Director's report.
9. 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.

**DECEMBER 6, 2021 FINANCE COMMITTEE MEETING MINUTES  
CITY OF EDGERTON**

Candy Davis called the meeting to order at 6:32 p.m.

Present: Candy Davis, Tim Shaw and Sarah Braun (remote).

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

Clerk-Treasurer Hegglund confirmed the meeting agendas were properly posted on Friday, December 3, 2021 at the Post Office, Edgerton Library, City website, and City Hall.

**MINUTES:** A Tim Shaw/Candy Davis motion to approve the minutes from the November 15, 2021 Finance meeting passed on a 3/0 roll call vote.

**CHANGE ORDERS AND PAY REQUESTS:** A Candy Davis/Tim Shaw motion to approve a change order from JB Johnson Bros to the W Fulton crosswalk replacement project for a reduction of \$7,331.02 passed on a 3/0 roll call vote.

A Candy Davis/Sarah Braun motion to approve the final pay request from JB Johnson Bros for the W Fulton crosswalk replacement project in the amount of \$11,220.58 passed on a 3/0 roll call vote.

A Candy Davis/Tim Shaw motion to approve a change order from Sir Lines-A-Lot, LLC for the Hwy 51 & 59 pavement marking project for a reduction of \$4,422.10 passed on a 3/0 roll call vote.

A Candy Davis/Sarah Braun motion to approve the final pay request from Sir Lines-A-Lot, LLC for the Hwy 51 & 59 pavement marking project in the amount of \$4,315.74 passed on a 3/0 roll call vote.

**BILLS AND PAYROLL:** A Candy Davis/Tim Shaw motion to approve the bills and payroll in the amount of \$169,195.37 passed on a 3/0 roll call vote.

**AMENDMENT TO CEDAR CONTRACT FOR S MAIN ST:** City Administrator Flanigan stated the City is looking to combine the S Main St project with the Rock County's Co. F project to obtain better bid prices for both entities. In order to do this, the City's Engineer will need to work with the County's Engineer to modify the plans for an estimated increase cost of \$10,000. The savings in the construction should more than cover the extra engineering fees.

A Tim Shaw/Sarah Braun motion to approve the amendment to the Cedar Corp agreement for the S Main St engineering services passed on a 3/0 roll call vote.

**REVIVE EDGERTON POLICY:** A Candy Davis/Tim Shaw motion to forward the Revive Edgerton policy discussion regarding subsequent loans and grants on to Council without a recommendation passed on a 3/0 roll call vote.

**PURCHASE OF CASH RECEIPTING SOFTWARE MODULE:** City Administrator Flanigan stated staff is recommending the purchase of receipting software from Civic Corp. that is a module of the accounting software. The addition of this module will save time and improve accuracy. Staff recommends implementing this module prior to the retirement of the Clerk/Treasurer.

Funding for the module will be determined at a later date. Potential funding sources include utilities (majority of the use will be for utility payments), ARPA funds, or capital projects funds.

A Tim Shaw/Candy Davis motion to approve the purchase of receipting software module from Civic Corp. as part of the accounting software in the amount of \$6,300 and an additional computer access seat to the software in the amount of \$1,500 for a total cost of \$7,800 passed on a 3/0 roll call vote.

Before the vote, Clerk-Treasurer Heggland stated that an additional seat or user is recommended to access the software. Currently a maximum of 5 computers can be connected to the system at one time. With the receipting module, the front counter laptop will need to also be connected to process payments.

**CONTRACT WITH KEY BENEFITS FOR COMPENSATION BENEFIT STUDY:** City Administrator Flanigan stated the annual financial statements account for unfunded liability cost for future payments of health insurance benefits for retirees. The auditors require a study every 3 - 4 years to determine this cost. Key Benefits performed this study in the past.

A Candy Davis/Sarah Braun motion to approve the contract with Key Benefits Concepts for a compensation benefit study in the amount of \$3,200 passed on a 3/0 roll call vote.

**FIRE DISTRICT'S REQUEST FOR ARPA FUNDS:** A Candy Davis/Tim Shaw motion to forward the request by the Fire District for ARPA funds on to Council without a recommendation passed on a 3/0 roll call vote.

**FAÇADE AND ED GRANTS:** A Candy Davis/Tim Shaw motion to approve a Supersized Façade Grant for 4 W Fulton for replacement windows for a grant amount of \$6,251 passed on a 3/0 roll call vote.

A Candy Davis/Sarah Braun motion to approve Supersized Façade Grants for 12 W Fulton St for roof replacement/repairs for a grant amount of \$10,000 and a second for tuck pointing and window replacement for a grant amount of \$10,000 passed on a 3/0 roll call vote.

A Candy Davis/Tim Shaw motion to approve a Supersized ED Grant for 102 W Fulton St for a furnace replacement for a grant amount of \$2,591 passed on a 3/0 roll call vote.

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

Cindy Heggland, Clerk-Treasurer  
Adopted December 20, 2021

## Report Criteria:

Detail report.  
Invoices with totals above \$0 included.  
Paid and unpaid invoices included.  
Invoice Detail.Input Date = 12/17/2021  
Invoice.Batch = "CC","CK","ACH"

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Vo
<b>10016200</b>								
490 ch	SECURIAN FINANCIAL GROUP,	JAN 2022A	JAN 2022 LIFE INSURANCE	12/17/2021	472.71	.00		
779 ch	WI DEPT OF EMPLOYEE TRUST	JAN 2022A	JAN 22 HEALTH INSURANCE	12/17/2021	31,348.83	.00		
2251 c	KALAHARI RESORT & CONV CE	DEC 2021	WI POLICE LEADERSHIP FOUNDATION-CON	12/17/2021	273.00	.00		
5367 c	WISCONSIN POLICE LEADERS	6839	CONFERENCE REGISTRATION FEE-KOWAL	12/17/2021	230.00	.00		
Total 10016200:					32,324.54	.00		
<b>10021520</b>								
789 ch	WI RETIREMENT SYSTEM	NOV 2021	NOV 2021 RETIREMENT	12/17/2021	21,349.85	.00		
Total 10021520:					21,349.85	.00		
<b>10021532</b>								
13 ch	AFLAC	467127	AFLAC MONTHLY PREMIUM	12/17/2021	167.63	.00		
Total 10021532:					167.63	.00		
<b>10023100</b>								
18 ch	TOWN OF ALBION	NOV 2021	FINES COLLECTED MINUS \$5 PER CITATION	12/17/2021	25.00	.00		
186 ch	DANE CO TREASURER	NOV 2021	JAIL ASSESSMENTS	12/17/2021	10.00	.00		
281 ch	TOWN OF FULTON	NOV 2021	FINES COLLECTED-MINUS \$5 PER CITATION	12/17/2021	270.20	.00		
604 ch	ROCK CO TREASURER	NOV 2021	JAIL ASSESSMENTS	12/17/2021	190.00	.00		
819 ch	STATE OF WI COURT FINES	NOV 2021	COST-ASSESSMENTS-SURCHARGES COLL	12/17/2021	605.85	.00		
Total 10023100:					1,101.05	.00		
<b>10046213</b>								
2631 c	WI DEPT OF REVENUE	NOV 2021	NOV 2021 SALES TAX	12/17/2021	.27	.00		
Total 10046213:					.27	.00		
<b>10046710</b>								
2631 c	WI DEPT OF REVENUE	NOV 2021	NOV 2021 SALES TAX	12/17/2021	16.88	.00		
Total 10046710:					16.88	.00		
<b>10051200210</b>								
412 ch	IRMEN, LORI	DEC 2021	CLERK OF COURT	12/17/2021	712.16	.00		
Total 10051200210:					712.16	.00		
<b>10051600210</b>								
568 ch	PROFESSIONAL PEST CONTRO	543862	PEST CONTROL - CITY HALL	12/17/2021	26.20	.00		
596 ch	ROBINSON'S MARKETING DIV I	27685	CLEANING THROUGH 12/3/21-CITY HALL	12/17/2021	70.00	.00		
596 ch	ROBINSON'S MARKETING DIV I	27697	CLEANING THROUGH 12/10/21-CITY HALL	12/17/2021	70.00	.00		
Total 10051600210:					166.20	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
<b>10051600221</b>								
21 ch	ALLIANT ENERGY	NOV 21 47020	NOV 21 470202 ELECTRIC CHARGES	12/17/2021	297.43	.00		
Total 10051600221:					297.43	.00		
<b>10051600225</b>								
5214 c	GRANITE TELECOMMUNICATIO	543696504A	608-884-3341 CITY HALL	12/17/2021	117.90	.00		
Total 10051600225:					117.90	.00		
<b>10051600340</b>								
2433 c	AMAZON.COM LLC	111-7187275-2	1099 NEC FORMS & ENEVELOPES	12/17/2021	25.48	.00		
3215 c	DIMAX OFFICE SOLUTIONS INC	030501	METER BILLING FOR 11/1/21 TO 11/30/2021 -	12/17/2021	35.72	.00		
5167 c	COAST TO COAST COMPUTER	A2345249	INK CARTRIDGES	12/17/2021	109.99	.00		
Total 10051600340:					171.19	.00		
<b>10052100311</b>								
716 ch	US POSTAL SERVICE	002542	POSTAGE- POLICE DEPT	12/17/2021	348.00	.00		
Total 10052100311:					348.00	.00		
<b>10052100340</b>								
2433 c	AMAZON.COM LLC	113-2077582-3	MEMORY CARD HIGH SPEED, FLASH DRIVE	12/17/2021	67.97	.00		
3988 c	JONAS OFFICE PRODUCTS LTD	383107-0	ENVELOPES - POLICE DEPT	12/17/2021	39.99	.00		
Total 10052100340:					107.96	.00		
<b>10052120340</b>								
284 ch	GALL'S INC	3018486116	PATROL JACKET,UNIFORM SHIRT-RUETER	12/17/2021	672.00	.00		
4778 c	CHILSON, CHRIS	DEC 2021	REIMBURSEMENT - BOOTS	12/17/2021	111.78	.00		
Total 10052120340:					783.78	.00		
<b>10052120810</b>								
3854 c	EWALD CHRYSLER, LLC	39044	2021 FORD EXPLORER-POLICE DEPT	12/17/2021	35,959.00	.00		
4832 c	AXON	INVV000102	BODY WORN VIDEO CAMERA (2)	12/17/2021	1,598.00	.00		
Total 10052120810:					37,557.00	.00		
<b>10052150210</b>								
568 ch	PROFESSIONAL PEST CONTRO	543862	PEST CONTROL - POLICE DEPT	12/17/2021	21.20	.00		
596 ch	ROBINSON'S MARKETING DIV I	27685	CLEANING THROUGH 12/4/21-POLICE STATI	12/17/2021	119.00	.00		
596 ch	ROBINSON'S MARKETING DIV I	27697	CLEANING THROUGH 12/11/21-POLICE STAT	12/17/2021	119.00	.00		
Total 10052150210:					259.20	.00		
<b>10052150221</b>								
21 ch	ALLIANT ENERGY	NOV 21 53589	NOV 21 535891 ELECTRIC CHARGES	12/17/2021	343.75	.00		
Total 10052150221:					343.75	.00		
<b>10052150224</b>								
21 ch	ALLIANT ENERGY	NOV 21 93902	NOV 21 939021 GAS CHARGES	12/17/2021	70.23	.00		
Total 10052150224:					70.23	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
<b>10052150225</b>								
3534 c	CHARTER COMMUNICATIONS	001590712012	POLICE DEPT INTERNET/PHONE CHARGES	12/17/2021	324.59	.00		
Total 10052150225:					324.59	.00		
<b>10052150340</b>								
3215 c	DIMAX OFFICE SOLUTIONS INC	030501	METER BILLING FOR 11/1/21 TO 11/30/2021 -	12/17/2021	16.28	.00		
Total 10052150340:					16.28	.00		
<b>10052400210</b>								
2584 c	GENERAL ENGINEERING COMP	NOV 2021	NOV 2021 BUILDING INSPECTIONS	12/17/2021	2,541.00	.00		
Total 10052400210:					2,541.00	.00		
<b>10053230210</b>								
568 ch	PROFESSIONAL PEST CONTRO	543862	PEST CONTROL - MUNI GARAGE	12/17/2021	21.20	.00		
Total 10053230210:					21.20	.00		
<b>10053230221</b>								
21 ch	ALLIANT ENERGY	NOV 21 12937	NOV 21 129372 ELECTRIC CHARGES	12/17/2021	473.50	.00		
21 ch	ALLIANT ENERGY	NOV 21 37005	NOV 21 370054 ELECTRIC CHARGES	12/17/2021	97.66	.00		
Total 10053230221:					571.16	.00		
<b>10053230224</b>								
21 ch	ALLIANT ENERGY	NOV 21 12937	NOV 21 129372 GAS CHARGES	12/17/2021	765.08	.00		
21 ch	ALLIANT ENERGY	NOV 21 37005	NOV 21 370054 GAS CHARGES	12/17/2021	204.53	.00		
Total 10053230224:					969.61	.00		
<b>10053230225</b>								
311 ch	FRONTIER COMMUNICATIONS	DEC 2021A	608-884-4037 TELEPHONE CHARGES	12/17/2021	20.10-	.00		
311 ch	FRONTIER COMMUNICATIONS	DEC 2021A	608-884-3809 TELEPHONE CHARGES	12/17/2021	17.03-	.00		
3534 c	CHARTER COMMUNICATIONS	000011512012	DPW GARAGE INTERNET	12/17/2021	32.49	.00		
4659 c	CENTURYLINK	254356591A	DEC LONG DISTANCE CHARGES	12/17/2021	.08	.00		
4659 c	CENTURYLINK	254356591A	DEC LONG DISTANCE CHARGES	12/17/2021	.08	.00		
5214 c	GRANITE TELECOMMUNICATIO	543696504A	608-884-3341 CITY HALL	12/17/2021	117.90	.00		
Total 10053230225:					113.42	.00		
<b>10053230340</b>								
194 ch	DEEGAN'S HARDWARE INC	NOV 2021	NOV 2021-MUNI GARAGE	12/17/2021	9.99	.00		
259 ch	FASTENAL COMPANY	WIJAN223929	FASTENERS-RETURNED ITEM	12/17/2021	38.86-	.00		
259 ch	FASTENAL COMPANY	WIJAN228647	NYLOCK-RETURNED ITEM	12/17/2021	5.20-	.00		
5184 c	BUMPER TO BUMPER EDGERT	625-338705	SEALED BEAM	12/17/2021	17.49	.00		
Total 10053230340:					16.58-	.00		
<b>10053240340</b>								
259 ch	FASTENAL COMPANY	WIJAN233622	FLAT WASHERS	12/17/2021	146.25	.00		
2858 c	BOBCAT OF JANESVILLE	02-204649	HOSE HYDRAULIC	12/17/2021	245.15	.00		
Total 10053240340:					391.40	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
<b>10053310380</b>								
700 ch	LAKESIDE INTERNATIONAL TR	5155050P	TUBE DRAIN DUC-TRUCK #5	12/17/2021	21.66	.00		
700 ch	LAKESIDE INTERNATIONAL TR	5155315P	FILTER- TRUCK #7	12/17/2021	18.94	.00		
700 ch	LAKESIDE INTERNATIONAL TR	5155370P	LIGHT BULB-TRUCK #6	12/17/2021	1.20	.00		
5184 c	BUMPER TO BUMPER EDGERT	625-338790	OIL-TRUCK #6	12/17/2021	55.77	.00		
5184 c	BUMPER TO BUMPER EDGERT	625-338808	STROBE LIGHT-TRUCK #4	12/17/2021	32.19	.00		
5184 c	BUMPER TO BUMPER EDGERT	625-338911	WIRE ACCESSORIES-TRUCK #3	12/17/2021	3.19	.00		
Total 10053310380:					132.95	.00		
<b>10053318340</b>								
3303 c	WINTER EQUIPMENT CO INC	IV49629	PLOW GUARDS	12/17/2021	3,607.12	.00		
3421 c	PRAIRIE AVENUE CONCRETE I	52804	TORPEDO SAND - SALT	12/17/2021	849.26	.00		
3421 c	PRAIRIE AVENUE CONCRETE I	52817	TORPEDO SAND - SALT	12/17/2021	849.28	.00		
Total 10053318340:					5,305.66	.00		
<b>10053400221</b>								
21 ch	ALLIANT ENERGY	NOV 21 86206	NOV 21 862065 ELECTRIC CHARGES	12/17/2021	48.72	.00		
21 ch	ALLIANT ENERGY	NOV 21 93096	NOV 21 930961 ELECTRIC CHARGES	12/17/2021	9.81	.00		
Total 10053400221:					58.53	.00		
<b>10053420221</b>								
21 ch	ALLIANT ENERGY	DEC 2021 833	DEC 21 833074 ELECTRIC CHARGES	12/17/2021	4,593.96	.00		
21 ch	ALLIANT ENERGY	NOV 21 10670	NOV 21 106703 ELECTRIC CHARGES	12/17/2021	11.61	.00		
21 ch	ALLIANT ENERGY	NOV 21 19259	NOV 21 192591 ELECTRIC CHARGES	12/17/2021	9.13	.00		
21 ch	ALLIANT ENERGY	NOV 21 20990	NOV 21 209901 ELECTRIC CHARGES	12/17/2021	40.14	.00		
21 ch	ALLIANT ENERGY	NOV 21 27883	NOV 21 278834 ELECTRIC CHARGES	12/17/2021	3.68	.00		
21 ch	ALLIANT ENERGY	NOV 21 44088	NOV 21 440880 ELECTRIC CHARGES	12/17/2021	13.70	.00		
21 ch	ALLIANT ENERGY	NOV 21 47020	NOV 21 470202 ELECTRIC CHARGES	12/17/2021	79.04	.00		
21 ch	ALLIANT ENERGY	NOV 21 52473	NOV 21 524734 ELECTRIC CHARGES	12/17/2021	3.80	.00		
21 ch	ALLIANT ENERGY	NOV 21 55521	NOV 21 555211 ELECTRIC CHARGES	12/17/2021	21.52	.00		
21 ch	ALLIANT ENERGY	NOV 21 76042	NOV 21 760421 ELECTRIC CHARGES	12/17/2021	31.98	.00		
21 ch	ALLIANT ENERGY	NOV 21 95185	NOV 21 9518562273 ELECTRIC CHARGES	12/17/2021	42.66	.00		
600 ch	ROCK ENERGY COOPERATIVE	DEC 21 91037	91037001 STREET LIGHT CHARGE	12/17/2021	75.84	.00		
600 ch	ROCK ENERGY COOPERATIVE	DEC 21 91237	91237000 STREET LIGHT CHARGE	12/17/2021	10.52	.00		
600 ch	ROCK ENERGY COOPERATIVE	DEC 21 91238	91238000 STREET LIGHT CHARGE	12/17/2021	10.52	.00		
600 ch	ROCK ENERGY COOPERATIVE	DEC 21 91240	91240000 STREET LIGHT CHARGE	12/17/2021	10.52	.00		
Total 10053420221:					4,958.62	.00		
<b>10054910221</b>								
21 ch	ALLIANT ENERGY	NOV 21 17756	NOV 21 177564 ELECTRIC CHARGES	12/17/2021	22.78	.00		
Total 10054910221:					22.78	.00		
<b>10054910340</b>								
194 ch	DEEGAN'S HARDWARE INC	NOV 2021	NOV 2021-FASSETT	12/17/2021	464.72	.00		
Total 10054910340:					464.72	.00		
<b>10055110210</b>								
568 ch	PROFESSIONAL PEST CONTRO	543862	PEST CONTROL - LIBRARY	12/17/2021	25.20	.00		
596 ch	ROBINSON'S MARKETING DIV I	27582	CLEANING THROUGH 10/30/21-LIBRARY	12/17/2021	278.50	.00		
596 ch	ROBINSON'S MARKETING DIV I	27605	CLEANING THROUGH 11/6/21-LIBRARY	12/17/2021	278.50	.00		
596 ch	ROBINSON'S MARKETING DIV I	27618	CLEANING THROUGH 11/13/21-LIBRARY	12/17/2021	278.50	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
596 ch	ROBINSON'S MARKETING DIV I	27632	CLEANING THROUGH 11/20/21-LIBRARY	12/17/2021	278.50	.00		
596 ch	ROBINSON'S MARKETING DIV I	27650	CLEANING THROUGH 11/27/21-LIBRARY	12/17/2021	278.50	.00		
3997 c	UNIQUE MANAGEMENT SERVI	606842	10-18 PLACEMENTS	12/17/2021	8.95	.00		
Total 10055110210:					1,426.65	.00		
<b>10055110221</b>								
21 ch	ALLIANT ENERGY	OCT 21 82722	OCT 21 827226 ELECTRIC CHARGES	12/17/2021	1,153.12	.00		
Total 10055110221:					1,153.12	.00		
<b>10055110224</b>								
21 ch	ALLIANT ENERGY	OCT 21 82722	OCT 21 827226 GAS CHARGES	12/17/2021	328.97	.00		
Total 10055110224:					328.97	.00		
<b>10055110225</b>								
3534 c	CHARTER COMMUNICATIONS	005990511062	LIBRARY INTERNET/PHONE CHARGES	12/17/2021	300.79	.00		
Total 10055110225:					300.79	.00		
<b>10055110310</b>								
3215 c	DIMAX OFFICE SOLUTIONS INC	029727	METER BILLING FOR 10/1/21 TO 10/31/2021 -	12/17/2021	2.38	.00		
5070 c	TOSHIBA FINANCIAL SERVICES	30543489	COPIER - LIBRARY LEASE	12/17/2021	255.00	.00		
Total 10055110310:					257.38	.00		
<b>10055110311</b>								
716 ch	US POSTAL SERVICE	072060	POSTAGE - LIBRARY	12/17/2021	61.03	.00		
Total 10055110311:					61.03	.00		
<b>10055110320</b>								
231 ch	EDGERTON REPORTER CO INC	18587	VETERANS SIGNATURE PAGE	12/17/2021	19.00	.00		
231 ch	EDGERTON REPORTER CO INC	18855	HOME FOR THE HOLIDAYS SIGNATURE PAG	12/17/2021	17.50	.00		
4997 c	MAILCHIMP	MC10896801	ESSENTIALS PLAN-LIBRARY	12/17/2021	52.99	.00		
4997 c	MAILCHIMP	MC11006497	ESSENTIALS PLAN-LIBRARY	12/17/2021	52.99	.00		
4997 c	MAILCHIMP	MC111115281	ESSENTIALS PLAN-LIBRARY	12/17/2021	52.99	.00		
4997 c	MAILCHIMP	MC11224110	ESSENTIALS PLAN-LIBRARY	12/17/2021	52.99	.00		
Total 10055110320:					248.46	.00		
<b>10055110321</b>								
70 ch	BAKER & TAYLOR INC	2036304382	BOOKS	12/17/2021	334.89	.00		
70 ch	BAKER & TAYLOR INC	2036315213	BOOKS	12/17/2021	297.55	.00		
70 ch	BAKER & TAYLOR INC	2036328151	BOOKS	12/17/2021	223.53	.00		
70 ch	BAKER & TAYLOR INC	2036344222	BOOKS	12/17/2021	184.49	.00		
70 ch	BAKER & TAYLOR INC	2036360088	BOOKS	12/17/2021	172.67	.00		
2710 c	SOUTHERN WISCONSIN NEWS	2225760	PAPERBACK BOOKS	12/17/2021	77.35	.00		
3431 c	MIDAMERICA BOOKS	540646	BOOKS	12/17/2021	257.40	.00		
Total 10055110321:					1,547.88	.00		
<b>10055110322</b>								
952 ch	WALL STREET JOURNAL	OCT 2021	SUBSCRIPTION - LIBRARY	12/17/2021	164.97	.00		



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Vo
Total 10055110322:					164.97	.00		
<b>10055110324</b>								
70 ch	BAKER & TAYLOR INC	2036304382	AUDIO VISUAL	12/17/2021	16.49	.00		
2433 c	AMAZON.COM LLC	114-4711968-2	AUDIO BOOK	12/17/2021	21.99	.00		
2504 c	MIDWEST TAPE LLC	501213514	BLURAY DVDS	12/17/2021	67.47	.00		
2504 c	MIDWEST TAPE LLC	501246844	DVD	12/17/2021	22.49	.00		
2504 c	MIDWEST TAPE LLC	501246845	DVD	12/17/2021	14.99	.00		
2504 c	MIDWEST TAPE LLC	501246846	BLURAY DVD	12/17/2021	29.99	.00		
2504 c	MIDWEST TAPE LLC	501247324	BLURAY DVD	12/17/2021	26.24	.00		
2504 c	MIDWEST TAPE LLC	501280765	DVDS	12/17/2021	22.48	.00		
2504 c	MIDWEST TAPE LLC	501280766	DVD	12/17/2021	18.74	.00		
2504 c	MIDWEST TAPE LLC	501280767	BLURAY DVD	12/17/2021	26.24	.00		
2504 c	MIDWEST TAPE LLC	501309366	DVDS	12/17/2021	53.96	.00		
2504 c	MIDWEST TAPE LLC	501309367	BLURAY DVD	12/17/2021	26.24	.00		
3973 c	FINDAWAY WORLD	19821	REPLACEMENT PLAYAWAY FEE	12/17/2021	19.99	.00		
3973 c	FINDAWAY WORLD	367797	BOOKS ON PLAYAWAY	12/17/2021	56.24	.00		
3973 c	FINDAWAY WORLD	369434	PLAYAWAY - LIBRARY	12/17/2021	236.21	.00		
Total 10055110324:					659.76	.00		
<b>10055110330</b>								
5366 c	HYATT REGENCY GREEN BAY	3413026301	WLA CONFERENCE- KIRSTEN ALMO	12/17/2021	432.00	.00		
Total 10055110330:					432.00	.00		
<b>10055110332</b>								
4451 c	ALMO, KIRSTEN	NOV 2021	MILEAGE REIMBURSEMENT REQUEST - 30	12/17/2021	171.36	.00		
Total 10055110332:					171.36	.00		
<b>10055110340</b>								
3973 c	FINDAWAY WORLD	367837	PLAYAWAY CASE	12/17/2021	32.93	.00		
4790 c	LAKESHORE LIBRARY SYSTEM	2483	SOFTWARE LICENSE MICROSOFT OFFICE	12/17/2021	1,196.00	.00		
Total 10055110340:					1,228.93	.00		
<b>10055110390</b>								
2433 c	AMAZON.COM LLC	114-9931738-3	BOOKS .	12/17/2021	27.25	.00		
Total 10055110390:					27.25	.00		
<b>10055110810</b>								
5346 c	VAN BROCKLIN ELECTRIC	2559	MODIFY SHADE TO ACCEPT CF LEDS	12/17/2021	540.00	.00		
5346 c	VAN BROCKLIN ELECTRIC	2596	WALL SCONCE	12/17/2021	561.58	.00		
5346 c	VAN BROCKLIN ELECTRIC	2597	LED LAMPS	12/17/2021	689.96	.00		
Total 10055110810:					1,791.54	.00		
<b>10055142790</b>								
2151 c	BROWN CAB SERVICE INC	2211	NOV 2021 SHARED RIDE TAXI	12/17/2021	6,588.93	.00		
Total 10055142790:					6,588.93	.00		
<b>10055150210</b>								
568 ch	PROFESSIONAL PEST CONTRO	543863	PEST CONTROL - DEPOT	12/17/2021	40.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 10055150210:					40.00	.00		
<b>10055150340</b>								
4946 c	PIEPER POWER	816412	DEPOT-WALL HEATERS IN BATHROOMS	12/17/2021	548.50	.00		
Total 10055150340:					548.50	.00		
<b>10055200210</b>								
568 ch	PROFESSIONAL PEST CONTRO	543966	PEST CONTROL - RACETRACK PARK	12/17/2021	40.00	.00		
Total 10055200210:					40.00	.00		
<b>10055200221</b>								
21 ch	ALLIANT ENERGY	NOV 21 06930	NOV 21 069305 ELECTRIC CHARGES	12/17/2021	485.44	.00		
21 ch	ALLIANT ENERGY	NOV 21 07849	NOV 21 078495 ELECTRIC CHARGES	12/17/2021	28.07	.00		
21 ch	ALLIANT ENERGY	NOV 21 41346	NOV 21 413465 ELECTRIC CHARGES	12/17/2021	25.54	.00		
21 ch	ALLIANT ENERGY	NOV 21 56315	NOV 21 563154 ELECTRIC CHARGES	12/17/2021	102.29	.00		
21 ch	ALLIANT ENERGY	NOV 21 64653	NOV 21 646535 ELECTRIC CHARGES	12/17/2021	59.24	.00		
21 ch	ALLIANT ENERGY	NOV 21 79371	NOV 21 793712 ELECTRIC CHARGES	12/17/2021	18.99	.00		
21 ch	ALLIANT ENERGY	NOV 21 92135	NOV 21 9213591995 ELECTRIC CHARGES	12/17/2021	21.95	.00		
Total 10055200221:					741.52	.00		
<b>10055200225</b>								
3534 c	CHARTER COMMUNICATIONS	009647711232	CITY POOL INTERENT	12/17/2021	89.99	.00		
Total 10055200225:					89.99	.00		
<b>10055200340</b>								
5020 c	UNITED LABORATORIES	INV334362	INDUSTRIAL ADHESIVE,URNIAL LINE, SOLV	12/17/2021	594.48	.00		
5159 c	BADGERLAND DISPOSAL	0002037841	W LAWTON ST-PORTA POTTY & WINTERIZA	12/17/2021	49.64	.00		
Total 10055200340:					644.12	.00		
<b>10055420210</b>								
568 ch	PROFESSIONAL PEST CONTRO	543862	PEST CONTROL - POOL	12/17/2021	21.20	.00		
Total 10055420210:					21.20	.00		
<b>10055420221</b>								
21 ch	ALLIANT ENERGY	NOV 21 35496	NOV 21 354961 ELECTRIC CHARGES	12/17/2021	382.83	.00		
Total 10055420221:					382.83	.00		
<b>10055420224</b>								
21 ch	ALLIANT ENERGY	NOV 21 12422	NOV 21 124223 GAS CHARGES	12/17/2021	19.15	.00		
21 ch	ALLIANT ENERGY	NOV 21 35496	NOV 21 354961 GAS CHARGES	12/17/2021	89.03	.00		
Total 10055420224:					108.18	.00		
<b>10055420225</b>								
311 ch	FRONTIER COMMUNICATIONS	DEC 2021A	608-884-3232 TELEPHONE CHARGES	12/17/2021	42.33	.00		
4659 c	CENTURYLINK	254356591A	DEC LONG DISTANCE CHARGES	12/17/2021	.08	.00		
Total 10055420225:					42.41	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
<b>10055420340</b>								
194 ch	DEEGAN'S HARDWARE INC	NOV 2021	NOV 2021-POOL	12/17/2021	5.97	.00		
Total 10055420340:					5.97	.00		
<b>10056600210</b>								
3838 c	CLARK COMPANIES INC	8588	WINTER HANGING BASKETS	12/17/2021	5,759.00	.00		
Total 10056600210:					5,759.00	.00		
<b>20357120820</b>								
603 ch	ROCK CO REGISTER OF DEED	DECEMBER 2	RECORDING OF MORTGAGE- SALM	12/17/2021	30.00	30.00	12/10/2021	
Total 20357120820:					30.00	30.00		
<b>20653630297</b>								
5159 c	BADGERLAND DISPOSAL	0002030898	NOV GARBAGE/RECYCLING FEE	12/17/2021	18,858.69	.00		
5159 c	BADGERLAND DISPOSAL	0002081083	DECEMBER GARBAGE/RECYCLING FEE	12/17/2021	18,836.97	.00		
Total 20653630297:					37,695.66	.00		
<b>21052200210</b>								
224 ch	EDGERTON FIRE PROT DIST	DEC 2021	ARPA FUNDS	12/17/2021	11,844.72	.00		
Total 21052200210:					11,844.72	.00		
<b>40057332820</b>								
777 ch	WI DEPT OF TRANSPORTATION	395-00002427	SOUTH MAIN ST PRELIMINARY REVIEW	12/17/2021	1,287.23	.00		
5169 c	GJMA	1177	SOUTH MAIN ST PROJECT ROW ACQUISTIO	12/17/2021	2,410.00	.00		
Total 40057332820:					3,697.23	.00		
<b>40657121820</b>								
118 ch	C & M PRINTING INC	DEC 2021	SUPERSIZED ED GRANT-102 W FULTON FU	12/17/2021	2,591.00	.00		
Total 40657121820:					2,591.00	.00		
<b>40657630820</b>								
723 ch	VANDEWALLE & ASSOCIATES I	202111043	FACADE TID #6	12/17/2021	832.50	.00		
Total 40657630820:					832.50	.00		
<b>40657700820</b>								
604 ch	ROCK CO TREASURER	6-26-753	210/212 W FULTON ST 2021 REAL ESTATE T	12/17/2021	3,536.48	.00		
Total 40657700820:					3,536.48	.00		
<b>40657729820</b>								
194 ch	DEEGAN'S HARDWARE INC	NOV 2021	NOV 2021-KEYS FOR 210 W FULTON	12/17/2021	5.97	.00		
3977 c	EDWARDSON PLUMBING	5859	210 W FULTON-TELEWISE LINE	12/17/2021	250.00	.00		
Total 40657729820:					255.97	.00		
<b>40957120820</b>								
723 ch	VANDEWALLE & ASSOCIATES I	202111043	FACADE TID #9	12/17/2021	1,980.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 40957120820:					1,980.00	.00		
Grand Totals:					199,046.66	30.00		

Grand Total General Fund Vouchers: \$199,046.66  
 Total Payroll Check Dates 12/3/2021 & 12/17/2021:\$143,116.86  
 GRAND TOTAL OF GENERAL FUND: \$342,163.52

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 = 12/17/2021  
 Invoice.Batch = "CC","CK","ACH".

# Memo

To: Common Council  
From: Staff  
Date: 12/15/2021  
Re: December 20, 2021 Meeting

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**Resolution 23-21 TIF #8 Extension:** Prior to a TIF retiring, the City has the option to extend the TIF for up to one year and use the tax increment collected to benefit affordable housing. It is likely that TIF 8 will retire next year. If the City wishes to employ the Affordable Housing TIF extension, it has to file the proper documents with DOR before April 15.

TIF #8 will produce \$134,319 in increment in 2022. If the Council wishes to pursue the extension, staff will submit the resolution once we are certain the TIF has adequate funds to retire in 2022.

**Chamber's Depot payment write-off:** Funding for the depot renovation in 2004 came from a grant and from TIF #6. As part of the lease agreement between the City and the Chamber of Commerce, the Chamber volunteered to contribute \$37,500 toward the renovation. The funds for the contribution were to come from income generated from the Chamber subleasing the building. The Chamber has not produced adequate income from the subleases (after paying for all utility costs) to repay the obligation.

Staff recommends the City write off the remaining balance on the Chamber obligation of \$13,296.09 using TIF #6 funds prior to the closing of the expenditure period of the TIF in 2022.

## Personnel Policy Manual Amendments

- Compensatory Time Section 5.2.1.: The Committee voted to adopt a comp time policy. Details include 40 hours max accumulation; payout at OT rate; and time off equal to hours worked to accumulate the comp time.
- In charge Section 5.5: Employees will only receive in charge pay when their supervisor puts them in charge. In charge pay has been included in the base wage of those employees currently receiving in charge pay for all hours worked.
- Health insurance Section 5.7: The Committee made a motion to change the Personnel Policy Manual regarding employee contributions to health insurance. The attached amendment changes the employee contribution from a flat number to 7.3% of premium. The Committee also talked about increasing employee health insurance contributions to 10% over time if employees were also given wage increases based on tenure.

- Personal Time Off (PTO) Sections 5.8.1: The Committee voted to convert vacation, personnel and sick time to a PTO system for employees hired after December 31, 2011. With a PTO benefit, the current personal days, sick leave, and vacation would be placed in a PTO bank. This will give employees more flexibility with leave time. Employees would be able to bank up to 12 days in a "Leave of Absence Bank" similar to the current practice of banking sick leave. The Leave of Absence Bank would be available for employees who are granted Family Medical Leave for qualifying events and the bank could be converted at retirement to either a payout or health insurance in accordance with the current policy.
- Tenure Pay 6.4: The Committee voted to implement a tenure pay policy with the following provisions:
  - o step increases in each of the first 10 years of employment (based on *actual hours worked*) to reach 25% of the pay range at 10 years;
  - o step increases at 15, 20, and 25 years to reach 80% of the wage range;
  - o Hourly employees who obtain certifications can be compensated for up to 20 % of the pay range.
  - o Salaried employees can be compensated for merit increases up to 20% of the pay range.

**Salary Resolution:** The 2022 salary resolution is formatted with the wage ranges in accordance with the wage study. The hourly wage of employees will take into account their years of service based on the proposed changes to the Personnel Policy Manual regarding tenure pay.

**Mandatory Lead Lateral Replacement Ordinance:** The Utility Commission will apply in 2022 for another DNR grant to fund the replacement of private, residential lead and galvanized laterals. The Utility Commission recommends the City adopt a mandatory lead or galvanized replacement ordinance. (See the attached draft ordinance.) A mandatory replacement ordinance is, as it sounds, an ordinance that requires all property owners replace their lead (or other nonconforming) laterals. It is expected that the DNR will eventually require cities adopt this type of ordinance. Having such an ordinance would improve the efficiency of the replacement program and **is required** if the City decides to use rate payer funds to pay a portion of the private-side replacements.

**Funding for Private, Commercial Lead Laterals:** The WDNR grant program can fund the replacement of laterals that serve housing units (and schools and daycares), but it does not cover non-residential properties. There are an estimated 26 commercial properties with private-side lead laterals. The estimated cost of replacing these private side laterals is approximately \$104,000. Next year, we will be reconstructing Henry Street which has several commercial properties. We will also be asking owners of property on Hwy 51 and Hwy 59 (where the majority of the commercial properties are located) to participate in the program. We therefore will have several commercial properties to address in 2022.

Options to fund the private-side laterals for non-residential properties are:

1. Require the property owner to pay for the replacement. In 2006, prior to the highway reconstruction, the Utility required the replacement of the private-side water laterals on Fulton Street in the downtown. The property owners paid for this work through special assessments.

2. Adopt a policy that allows the utility to pay for 50% of the cost. This requires a mandatory replacement ordinance and PSC approval. The other 50% could be paid for by the land owner or ARPA funds.
3. It is possible that ARPA funds could be used for all or a portion of the private-side lateral replacement. The City Council would have to approve the use of those funds for that purpose.

The Utility Commission recommended funding for private commercial laterals be provided as follows: 50% from rate payer funds and 50% from ARPA funds.

**CITY OF EDGERTON  
RESOLUTION No. 23-21**

**A RESOLUTION EXTENDING THE LIFE OF TAX INCREMENTAL DISTRICT NO. 8  
TO FUND THE EDGERTON AFFORDABLE HOUSING  
IMPROVEMENT PROGRAM**

WHEREAS, the Common Council of the City of Edgerton created TID No. 8 in September, 2005 to promote industrial development, and,

WHEREAS, TID No. 8 has a life of 23 years but will close early in 2022; and,

WHEREAS, all project costs for TID No. 8 have been paid; and,

WHEREAS, under Statute 66.1105(6) (g) of the State of Wisconsin authorizes a city to extend the life of a tax incremental district by up to one year and use the incremental revenue to fund affordable housing and to improve the city's housing stock; and,

WHEREAS, the Common Council of the City of Edgerton has developed a program to improve the affordability of and make improvements to the existing housing stock in the City of Edgerton, which is consistent with the requirements for an affordable housing TIF extension.

NOW, THEREFORE, BE IT RESOLVED, that the City of Edgerton Common Council hereby extends the life of Tax Incremental District No. 8 by twelve (12) months from September 19, 2022 to September 19, 2023.

BE IT FURTHER RESOLVED, that the City of Edgerton will use funds from the extension of tax incremental district No. 8 to improve its housing stock and benefit affordable housing.

Motion by:

Seconded by:

Roll Call: Yeas:        Noes:

Dated: December 20, 2021

\_\_\_\_\_  
Christopher W. Lund, Mayor

ATTEST

\_\_\_\_\_  
Ramona Flanigan, City Administrator