

**APRIL 1, 2019 FINANCE COMMITTEE MEETING MINUTES
CITY OF EDGERTON**

Chair Mark Wellnitz called the meeting to order at 6:15 p.m.

Present: Mark Wellnitz, Candy Davis, and David Esau.

Others Present: City Administrator Ramona Flanigan, Clerk-Treasurer Cindy Hegglund, Public Works Director Tom Hartzell, Utility Director Randy Oren, and a few citizens.

Hegglund confirmed the meeting agendas were properly posted on Friday, March 29th at the Post Office, Edgerton Library and City Hall.

APPROVE MINUTES: A Candy Davis/Mark Wellnitz motion to approve the minutes from the March 18, 2019 Finance Committee meeting passed, all voted in favor.

BILLS AND PAYROLL: A Candy Davis/David Esau motion to approve bills and payroll in the amount of \$172,330.22 passed on a 3/0 roll call vote.

LICENSES: The Committee postponed consideration of an operator's license until the applicant arrives.

S MAIN ST STREET REPAIRS: Flanigan stated the Public Works Committee is recommending the City mill and resurface approximately 945 feet of S Main St due to its failing condition. The estimated cost is \$36,908. Work would be done in two stages, milling and later resurfacing because the asphalt plants are not open yet.

The City received milling bids for consideration this evening.

A Candy Davis/David Esau motion to award the bid for the S Main St milling to WK Construction in the amount of \$9,349.76 passed on a 3/0 roll call vote.

Flanigan stated the work on S Main St was not budgeted in 2019. The Public Works Committee recommended using \$10,000 from the street maintenance budget and the remaining funds from the General Fund fund balance.

A Mark Wellnitz/Candy Davis motion to fund the S Main St milling and resurfacing project with \$9,349.76 from the street maintenance budget and the remaining cost from the General Fund fund balance passed on a 3/0 roll call vote.

LIBRARY HVAC FUNDING SHORTFALL: Flanigan stated when the Council awarded the bid for the library HVAC system, they were aware of a \$35,044 budget shortfall. The Library Board has agreed to contribute an additional \$25,000 toward the project less any grant money the City may obtain. This leaves the City to find funds for the remaining shortfall.

Options for funding are General Fund contingency, Capital Project Fund surplus or General Fund fund balance.

A Candy Davis/Mark Wellnitz motion to fund the Library HVAC shortfall using funds from the Capital Project Fund surplus passed on a 3/0 roll call vote.

BIDS FOR DPW WING PLOW: A Mark Wellnitz/Candy Davis motion to postpone the sale of the wing plow until the fall passed, all voted in favor.

SALE OF EQUIPMENT AS SURPLUS: Public Works Director Hartzell requested the City not accept the bid for the New Holland Tractor because the bid did not meet the City's minimum bid amount.

Candy Davis/David Esau moved to accept the following bids:

1. Woods S105 ditch mower attachment in the amount of \$1,602
2. 2011 Exmark Lazer Z 60" mower in the amount of \$3,550
3. Target Pac II walk-behind 10" concrete/asphalt saw in the amount of \$642
4. Solar/Onan portable welder/generator in the amount of \$350, and
5. Stihl MS 192T chain saw in the amount of \$195

The motion passed on a 3/0 roll call vote.

A Candy Davis/David Esau motion to reject the bid for the New Holland 3930 Tractor passed on a 3/0 roll call vote.

BIDS TO PURCHASE DITCH MOWER: Flanigan stated the City received 4 bids for a new DPW track ditch mower. \$18,000 was budgeted for the ditch mower and \$2,000 for a trailer. The funds for the purchase along with a budget credit were expected from the sale of the Holland tractor, Exmark 72" mower and the ditch mower attachment.

Only one of the three items have been sold so it is unknown if the purchase will be covered by equipment sales and be within budget. Flanigan asked the Committee how they wish to proceed with the request to purchase the new track ditch mower.

A Mark Wellnitz/Candy Davis motion to postpone the purchase of the track ditch mower until the funding is figured out passed on a 3/0 roll call vote.

BIDS TO PURCHASE CEMETERY EXMARK MOWER: Flanigan stated the low bid for a new mower came in at \$10,930. The City budget \$8,000 for the new mower net of the sale of the old mower of which the Committee just approved the sale. This leaves the purchase of the mower at \$620 under budget.

A Mark Wellnitz/Candy Davis motion to approve the purchase of an Exmark cemetery mower from St. Lawrence Equipment in the amount of \$10,930 passed on a 3/0 roll call vote.

SALE OF CITY PROPERTY TO YESKE CONSTRUCTION: Flanigan stated the Council had instructed staff to negotiate an agreement for the sale of City property to Yeske Construction located next to their existing property on High St. The agreement is before the Committee for consideration.

A Candy Davis/Mark Wellnitz motion to approve the sale of 8,728 sf of property on W High St to Yeske Construction in the amount of \$1,600 passed on a 3/0 roll call vote.

CONSIDER BIDDING FARM LAND LEASES FOR CEMETERY AND DALLMAN RD PARCELS: Flanigan stated the leases for these two parcels are up for renewal. An interested party has requested an opportunity to bid on the lease.

The area of the cemetery parcel will be reduced by 2 acres to allow the City to create a pollinator planting. Staff also recommends the Dallman Rd parcel be leased for a 1-year term instead of 3-year in the event the City decides to create a detention basin within this parcel.

A Candy Davis/Mark Wellnitz motion to approve taking bids for the lease of the cemetery vacant parcel less the two acres on Lord St; taking bids for the lease of the Dallman Rd vacant parcel with a 1-year lease term; and all conditions be included that were listed in the previous leases passed on a 3/0 roll call vote.

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

Cindy Hegglund
City Clerk-Treasurer

Adopted April 15, 2019