

**FEBRUARY 5, 2024 FINANCE COMMITTEE MEETING MINUTES
CITY OF EDGERTON**

Tim Shaw called the meeting to order at 6:30 p.m.

Present: Candy Davis, Shawn Prebil and Tim Shaw

Others Present: City Administrator Ramona Flanigan, City Clerk Wendy Loveland, Municipal Services Director Howard Moser, Police Lieutenant Joe Fellmuth, Mayor Christopher Lund and a few citizens.

Loveland confirmed the meeting agendas were properly posted on Friday, February 2, 2024 at the City Hall, Library, Post Office and the City's website.

MINUTES: A Candy Davis/Shawn Prebil motion to approve the minutes from the January 15, 2024 Finance meeting passed, all voted in favor.

BILLS AND PAYROLL: A Tim Shaw/Candy Davis motion to approve the bills and payroll in the amount of \$241,564.71 passed on a 3/0 roll call vote.

RESOLUTION 03-24: A Tim Shaw/Shawn Prebil motion to adopt City of Edgerton Resolution 03-24: Resolution Approving Budget Transfers and Amendments for the Year Ending December 31, 2023 passed on a 3/0 roll call vote.

RESOLUTION 04-24: A Tim Shaw/Shawn Prebil motion to adopt City of Edgerton Resolution 04-24: Resolution Authorizing the 2023 Property Tax Equivalent Charged to the Water Utility passed on a 3/0 roll call vote.

RESOLUTION 05-24: A Tim Shaw/Shawn Prebil motion to adopt City of Edgerton Resolution 05-24: Resolution Approving the Assigned Fund Balance for the Year Ending December 31, 2023 passed on a 3/0 roll call vote.

AMENDMENT TO BUILDING PERMIT FEE SCHEDULE: Staff recommended amending the commercial water/sewer lateral fee from a square footage charge to a flat fee for ease of administration. The amount of effort for the inspection is the same regardless of the square footage.

A Candy Davis/Shawn Prebil motion to approve the amendment to the building permit fee schedule passed on a 3/0 roll call vote.

DECLARE CHIPPER SURPLUS AND SET MINIMUM BID: A Tim Shaw/Candy Davis motion to approve declaring the chipper surplus and setting the minimum bid at \$15,000 passed on a 3/0 roll call vote.

PURCHASE OF NEW CHIPPER: A Tim Shaw/Shawn Prebil motion to approve the purchase of a new chipper from Bobcat of Janesville in the amount of \$68,360 passed on a 3/0 roll call vote.

MOU WITH ROCK COUNTY FOR AERIAL PHOTOGRAPHY: Rock County is currently organizing a contract for 2024 to update the aerial photography. The drafted MOU contracts with Rock County for the joint purchase of the new maps. The City's share of the cost is \$2,240.

A Tim Shaw/Candy Davis motion to approve the MOU with Rock County for aerial photography in the amount of \$2,240 passed on a 3/0 roll call vote.

FIRE/EMS IMPACT FEE: Some of the member communities of the Lakeside Fire District are considering adopting impact fees to help in the funding of Fire/EMS related capital expenses. Facts about impact fees and how they are collected and used were discussed.

The creation of an impact fee would require a study be conducted by an outside firm to determine the use of these funds. All the communities that wish to investigate this option could share in the cost of this study or they could request a study be done on their own.

Each community will need to make their own decision and the funds collected would be used for that community only. The funds would be held by that community and used to pay for capital expenses related to the Fire district capital expenses charged to that community. At no time are the funds given to the Fire District.

The use of impact fees is restricted as to the use of these funds. Some expenses related to capital projects would not be eligible. If the impact fees are collected and the Fire District capital projects did not happen, the impact fees may have to be refunded to the entity that paid them.

A Tim Shaw/Shawn Prebil motion to approve start the investigation of an impact fee for the Fire/EMS services passed on a 3/0 roll call vote.

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

Wendy Loveland
City Clerk
Adopted February 19, 2024