

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

**Monday, November 15, 2021 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](http://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, November 12, 2021.
4. Council acceptance of agenda.
5. Public Hearing
  - A. Hear comments regarding the 2022 Proposed Budget Document
  - B. Close the public hearing
6. Consider adoption of City of Edgerton Resolution 21-21: Adopt the 2022 Annual budget and Establish the 2021 Property Tax Levy for the City of Edgerton.
7. Personal appearances for non-agenda items limited to 3 minutes.
  - A. Don Vruwink presentation of Home Town Hero Awards
8. Minutes:
  - A. Consider approval of minutes from November 1, 2021 Council meeting.
9. Committee Reports:
  - A. Finance Committee
    1. Consider approval of bills and payroll vouchers.
    2. Consider License Applications.
    3. Revive Edgerton policy for subsequent loans and grants.
    4. Consider County Wide Dispatch-Enhanced 9-1-1 agreement between Rock County and City of Edgerton.
    5. Declare squad car as surplus
  - B. Utility Commission:
    1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meetings.

C. Personnel Committee:

1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meetings.

D. Public Works

1. Report on discussion and action taken at previous meeting, future agenda items and upcoming scheduled meetings.

10. Mayor, alderperson and staff reports.

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.

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

**ADOPT THE 2022 ANNUAL BUDGET  
AND ESTABLISH THE 2021 PROPERTY TAX LEVY FOR THE  
CITY OF EDGERTON**

**WHEREAS**, the City of Edgerton prepared an annual budget for the 2022 fiscal year in accordance with Section 4.05 of the City of Edgerton Municipal Code; and

**WHEREAS**, the Common Council has reviewed the proposed revenues from all sources and the proposed expenditures for all purposes and has directed that the proposed budget be adjusted accordingly; and

**WHEREAS**, a public hearing on the 2022 Annual Budget was held on November 15, 2021 after due and proper notice of said hearing having been given in accordance with Wis. Stat. Section 65.90; and

**WHEREAS**, the Common Council has adopted certain resolutions relating to borrowing and levying irrevocably taxes sufficient to pay such borrowing; and

**WHEREAS**, it is necessary to levy a property tax in the amount of \$2,769,947 to fund the expenses of the City of Edgerton as presented in the 2022 Annual Budget;

**NOW THEREFORE, BE IT RESOLVED** by the Common Council of Edgerton, Wisconsin as follows:

1. That the 2022 Annual Budget, a summary of which is attached hereto and made a part hereof, be and is hereby approved.
2. By the adoption of this budget, the City Council hereby confirms that it is the intention of the Council to commit the 2021 and 2022 resources noted in the Refuse Collection Fund for the support of refuse collection operations and debt service related to refuse collection.
3. By the adoption of this budget, the City Council hereby confirms that it is the intention of the Council to commit the 2021 and 2022 resources noted in the City Revolving Loan Fund for the purposes of 1) support of economic development 2) support of the promotion of a diverse mix of employment opportunities and 3) other expenditures that support business and economic development of the City of Edgerton.
4. By the adoption of this budget, the City Council hereby confirms that it is the intention of the Council to commit the 2021 and 2022 non-donation revenues noted in the Library Fund for the purposes of 1) support of library operations, 2) support of debt service related to library operations, and 3) other expenditures that support library services of the City of Edgerton.
5. That the property tax is hereby levied and to be placed upon the 2021 tax roll as follows: General Fund \$1,802,595 of which \$204,230 is attributable to the Fire District; Refuse Collection Fund \$286,240; Debt Service Fund \$681,112 of which \$70,570 is attributable to the Fire District debt; and Capital Project Fund \$0.00.
6. That the City Administrator be and is hereby authorized to reduce or increase the expenditure amounts reflected in the 2022 Annual Budget through the transfer of funds between expenditure accounts within a budgetary function

level as authorized in Section 4.06 of the City of Edgerton Municipal Code provided the authorized expenditure limit of the General Fund is not exceeded and the 2022 Annual Budget is not increased.

Passed and adopted this 15th day of November, 2021

Motion by:

Seconded by:

Roll Call: Yeas: Noes:

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

ATTEST:

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

**City of Edgerton  
General Fund Budget Summary  
2022 Budget**

	2020 Actual	2021 Estimate	2021 Budget	2022 Budget	% Increase 2020-2021
<b>Revenues</b>					
Taxes	1,962,487	1,989,099	1,984,412	2,038,311	
Special Assessments	-				
Intergovernmental	1,392,576	1,339,747	1,346,401	1,344,963	
Licenses and Permits	126,804	117,739	110,989	114,100	
Fines, Forfeitures	34,218	29,000	44,000	31,000	
Public Charges	120,782	195,075	190,000	182,380	
Investment Income	37,474	14,782	26,800	15,600	
Miscellaneous	335,195	104,220	28,250	29,150	
Transfers from Other Funds	11,065	35,591	-	-	
Fund Balance Applied	-	-	-	-	
<b>TOTAL REVENUES</b>	<u>4,020,600</u>	<u>3,825,253</u>	<u>3,730,852</u>	<u>3,755,504</u>	0.7%
<b>Expenditures</b>					
Common Council	15,928	15,839	15,839	15,839	
Municipal Court	16,666	17,373	17,621	17,621	
Legal	39,854	40,050	42,770	40,413	
Mayor	2,713	2,713	2,713	2,713	
Administrator	62,524	77,863	64,818	60,613	
City Clerk	93,176	97,411	96,724	69,503	
Elections	28,966	2,486	4,500	8,900	
Accounting	79,469	66,465	79,095	113,852	
Independent Accting	26,497	28,000	28,000	28,000	
Finance	4,689	4,598	5,993	5,743	
Assessment	25,722	26,272	26,358	27,278	
City Hall	62,537	42,203	44,510	44,669	
Other General Govt	14,583	8,893	32,779	28,567	
General Government	<u>473,323</u>	<u>430,166</u>	<u>461,720</u>	<u>463,711</u>	0.4%
Police Admin	160,260	219,409	217,140	226,654	
Police Patrol	703,175	963,693	961,241	978,144	
Police Training	79	1,500	6,090	4,594	
Police Celebrations	6,190	6,190	3,585	3,591	
Police Station	17,781	23,012	21,182	24,196	
Crossing Guards	11,300	18,388	18,875	18,696	
Fire Protection	211,603	211,603	211,603	223,230	
Bldg Inspection	19,544	25,000	25,000	25,000	
Weights and Measures	1,200	1,200	1,200	1,200	
Public Safety	<u>1,131,132</u>	<u>1,469,995</u>	<u>1,465,916</u>	<u>1,505,305</u>	-0.3%

DPW Admin	124,674	118,584	165,212	80,799	
Engineering	10,791	12,000	2,000	2,000	
Muni Garage	55,220	59,328	60,273	59,611	
Mach & Equip	57,789	80,342	70,405	56,095	
Street Maintenance	191,470	360,312	294,025	266,681	
Snow/Ice Control	91,834	88,792	82,008	87,606	
Traffic Control	7,869	14,048	14,194	11,931	
Street Lighting	47,370	63,500	62,500	61,500	
Sidewalks	1,887	3,827	3,846	3,504	
Storm Sewers	3,410	9,219	10,119	12,062	
Parking Facilities	1,682	2,187	2,875	2,362	
Weed Control	152	6,104	6,004	6,014	
Public Works	124,674	818,243	773,461	650,165	-15.9%
Animal Control	-	-	-	-	
Fassett Cemetery	48,379	80,340	84,180	91,822	
Other Cemeteries	3,864	5,337	5,337	5,141	
Health & Social Services	52,243	85,677	89,517	96,963	8.3%
Library	268,141	361,569	420,170	479,201	
Veteran's Building	-	-	-	-	
Shared Ride Service	52,992	61,000	61,000	61,000	
Donations	1,540	1,540	-	-	
Depot	2,580	2,393	1,899	1,895	
Parks/Playgrounds	158,323	189,308	167,300	196,168	
Celebrations	6,791	13,043	12,984	13,426	
Concession Stand	16,011	16,161	15,595	16,649	
Pool	196,071	199,839	211,574	163,603	
Culture & Recreation	702,449	844,853	890,522	931,942	4.7%
Planning	28,426	38,601	38,116	33,396	
Zoning	14	14	100	100	
Downtown Renewal	5,750	11,000	11,000	11,500	
Economic Development	195	500	500	500	
Conservation & Development	34,385	50,115	49,716	45,496	-8.5%
Transfer to Other Funds	-	-	-	-	
Other Finance Uses	-	10,000	-	61,922	
Debt Issuance Costs	-	-	-	-	
Other Financing	-	10,000	-	61,922	
<b>TOTAL EXPENDITURES</b>	<b>1,578,397</b>	<b>3,709,049</b>	<b>3,730,852</b>	<b>3,755,504</b>	<b>0.7%</b>

### 2022 Levy Supported Funds

Fund	
General Fund	1,598,365
Refuse Collection Fund	286,240
Debt Service Fund	610,542
Capital Project Fund	-
Fire District Levy	274,800
<b>Total Tax Levy</b>	<b>2,769,947</b>

**NOVEMBER 1, 2021 COMMON COUNCIL MEETING MINUTES  
CITY OF EDGERTON**

Mayor Christopher Lund called the meeting to order at 7:00 p.m.

Present: Sarah Braun (remote), Casey Langan, Candy Davis, Tim Shaw, Paul Davis and Jim Burdick.

Others Present: City Administrator Ramona Flanigan, Clerk/Treasurer Cindy Hegglund, Police Chief Robert Kowalski, Municipal Services Director Howard Moser, Library Director Kirsten Almo, Fire Chief Randy Pickering, City Attorney Bill Morgan, and a few citizens.

Hegglund confirmed the meeting agendas were properly posted on Friday, October 29, 2021 at the Post Office, Edgerton Library, City website, and City Hall.

**ACCEPT THE AGENDA:** A Candy Davis/Tim Shaw motion to accept the agenda as printed passed, all voted in favor.

**MINUTES:** A Casey Langan/Jim Burdick motion to approve the minutes from the October 18, 2021 Common Council meeting passed, all voted in favor.

**COMMITTEES:**

**Finance Committee:** A Candy Davis/Tim Shaw motion to approve pay request #1 from JB Johnson Bros for the W Fulton St crosswalk replacement project in the amount of \$108,385.90 passed on a 6/0 roll call vote.

A Candy Davis/Tim Shaw motion to approve pay request #1 from Sir-Lines-Alot, LLC for the Hwy 51/59 pavement marking project in the amount of \$81,999.16 passed on a 6/0 roll call vote.

A Candy Davis/Sarah Braun motion to approve the bills and payroll list in the amount of \$443,959.09 passed on a 6/0 roll call vote.

A Candy Davis/Tim Shaw motion to approve a stormwater credit for overcharges at 407 N Main St in the amount of \$35.52 passed on a 6/0 roll call vote.

A Candy Davis/Tim Shaw motion to approve the bid from Al Beyer Heating for the police department heating system in the amount of \$5,489 passed on a 6/0 roll call vote.

A Candy Davis/Tim Shaw motion to approve City of Edgerton Resolution 19-21: Declaring the City Council's Intentions for the Lord Street Sidewalk Project to Exercise Special Assessment Police Powers under sec. 66.0703 Wis. Stats passed on a 6/0 roll call vote.

Jim Burdick inquired if the city did business with any of the companies that had delinquent personal property amounts. He felt the names should be published and that everything should be done to encourage the companies to pay.

A Candy Davis/Tim Shaw motion to approve City of Edgerton Resolution 20-21: Approving the Write-off of 2019 Delinquent Personal Property Taxes and Uncollectable Invoice in the amount of \$1,425.30 passed on a 5/1 roll call vote. Jim Burdick voted against the motion.

A Candy Davis/Tim Shaw motion to approve the event packet for the American Legion Auxiliary Chili Drive Thru and waive all fees passed on a 6/0 roll call vote.

A Candy Davis/Tim Shaw motion to approve the event packet for the Edgerton Home for the Holidays parade and tree lighting ceremony and waive all fees passed on a 6/0 roll call vote.

**2022 JOINT POWERS AGREEMENT:** A Jim Burdick/Candy Davis motion to approve the 2022 Joint Powers agreement with Rock County 911 Communications passed on a 6/0 roll call vote.

**ORDINANCE 21-11:** Casey Langan/Tim Shaw moved to approve the first reading, waive the second reading and adopt City of Edgerton Ordinance 21-11: Amend Chapter 2, Section 2.015 “Ward Boundaries and Aldermatic Districts Boundaries” and Exhibit A of the Edgerton Code of General Ordinances. The motion passed on a 6/0 roll call vote.

**DISCONTINUANCE OF DRAINAGE RESERVATION AT 528 STOUGHTON RD:** A Jim Burdick/Paul Davis motion to approve the discontinuance of a drainage reservation at 528 Stoughton Rd passed on a 6/0 roll call vote.

**2022 BUDGET:** In preparing the legal notice a calculation error was discovered due to the Fire District levy increase. The expenses will need to be reduced by \$9,628.

A Candy Davis/Paul Davis motion to move the check valve expense at the pool in the amount of \$4,060 from the General Fund to the Capital Projects Fund passed on a 6/0 roll call vote.

A Casey Langan/Sarah Braun motion to move the \$5,000 for a funbrella for the pool out of the General Fund and fund it with developer fees passed on a 6/0 roll call vote.

A Candy Davis/Paul Davis motion to use the Contingency Fund for the remaining deficit to balance the budget passed on a 6/0 roll call vote.

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

Cindy Hegglund/wl  
City Clerk-Treasurer

Adopted November 15, 2021



# Memo

To: Common Council  
From: Staff  
Date: 11/12/2021  
Re: November 15, 2021 Meeting

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**Revive Edgerton subsequent award policy:** The current policy for the Revive Edgerton affordable housing program does not address subsequent awards. Staff recommends the policy allowed for grants or loans (for separate projects) no more frequently than once every two years

## I. INTRODUCTION

The City of Edgerton's Home Revival Program (EHR) aims to improve and update "affordable" homes in Edgerton by providing grants and low interest loans for eligible improvements. Modernizing smaller or outdated housing units improves livability, increases resale values, and attracts more people and investment to Edgerton.

## II. DEFINITIONS

Applicant: Property owner who has filed an application to the City of Edgerton EHR Program.

Application: Loan or grant request form filed for the City of Edgerton EHR Program

Borrower: A recipient of a loan through the City of Edgerton EHR Program

City: City of Edgerton

Committee: City of Edgerton Finance Committee

Owner: Person or persons who have title to a property.

Program: City of Edgerton EHR Program

Project: All activities undertaken by an Owner as part of the EHR program

Property: Real estate and improvements under the ownership of the Program Applicant.

## III. PROGRAM ADMINISTRATION

### A. Program Objectives

1. The primary objectives of this program are:
  - a. Improvement of the existing affordable housing stock.
  - b. Elimination of neighborhood blight and structural deterioration.
  - c. Elimination of housing conditions that are detrimental to public health, safety and welfare.
  - d. Improve energy efficiency in homes.
2. To achieve the cited objectives, this program may provide partial project funding in the form of grants and loans for eligible projects.

### B. Program Eligibility:

1. Ownership and value. Properties having an owner-occupied home, including condominiums, that have an assessed value of less than the average assessed value of all single-family homes and condominiums in the City of Edgerton for the year in which the application is filed are eligible for the Program. Average assessed value will be determined annually by the City Assessor.
2. Land Use. To be eligible for the Program, a property must be located within the City of Edgerton. The use of the property must be a permitted and/or conforming use in accordance with the City of Edgerton Zoning Ordinance.
3. Property Taxes and Insurance. Property taxes must be paid up to date before any improvement work can begin. The Owner must show proof of adequate insurance coverage to cover the property improvements after rehabilitation.
4. Work Completed Prior to Application Approval. No work undertaken, whether completed or incomplete, no materials ordered, and no contracts entered into prior to the approval of the application, will be eligible for payment with EHR funds.
- 4-5. Subsequent applications: Applicants approved for either a loan/grant or a grant cannot file another application within two (2) years of the award of the first loan or grant.
- 5-6. Conflict of Interest: Elected/appointed officials, municipal employees, and consultants involved in the decision-making processes of the program are not eligible to receive EHR assistance through the program either for themselves, or for those with whom they have family or business ties, during their tenure or for one year after.

An exception to the requirement (Waiver of Potential Conflict of Interest) may be requested. Prior to submitting the request, public disclosure of the conflict must be made. An opinion