

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

Monday, October 21 2024 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, October 18, 2024.
4. Council acceptance of agenda.
5. Personal appearances for non-agenda items limited to 3 minutes.
6. Minutes:
 - A. Consider approval of minutes of October 7, 2024 Council meeting.
7. Committee Reports:
 - A. Finance Committee:
 1. Consider approval of bills and payroll vouchers.
 2. Consider City of Edgerton Resolution 25-24: Resolution Regarding Northward Development LLC Letter of Credit.
 3. Consider change order #2 for Arch Solar water building modifications.
 - B. Library Board:
 1. Report on discussion and action taken at previous meeting.
 - C. Zoning Board of Appeals:
 1. Report on discussion and action taken at previous meeting.
 - D. Utility Commission:
 1. Report on discussion and action taken at previous meeting.
 - E. Police Commission:
 1. Report on discussion and action taken at previous meeting.
8. Consider Developer Agreement timeline extension with Florentine for 116 Swift St.
9. Consider second reading and adoption of City of Edgerton Ordinance 24-15: Ordinance to amend Chapter 314 "Property Maintenance" in the Code of Ordinances, City of Edgerton Rock and Dane Counties, Wisconsin.

10. Consider second reading and adoption of City of Edgerton Ordinance 24-16: Ordinance to Amend Section 450-20 "Official Zoning Map" of the Egerton Code of Zoning Ordinances, City of Edgerton Rock and Dane Counties, Wisconsin for 1.4 Acres Located West of Diane Drive.
11. 2025 Budget and ARPA Funds
12. Mayor, alderperson and staff reports.
13. 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.

**OCTOBER 7, 2024 COMMON COUNCIL MEETING MINUTES
CITY OF EDGERTON**

Mayor Christopher Lund called the meeting to order at 7:02 p.m.

Present: Shawn Prebil, Michelle Crisanti, Candy Davis, Tim Shaw, Jim Burdick and Paul Davis

Others Present: City Administrator Ramona Flanigan, City Clerk Wendy Loveland, Municipal Services Director Howard Moser, Library Director Beth Krebs-Smith, Aquatics Director Anne Gohlke, Police Chief Bob Kowalski, Fire Chief Randy Pickering, and many citizens.

Loveland confirmed the meeting agendas were properly posted on Friday, September 13, 2024 at the City Hall, Library, Post Office and the City's website.

ACCEPT THE AGENDA: A Shawn Prebil/Michelle Crisanti motion accept the agenda as printed passed, all voted in favor.

MINUTES: A Candy Davis/Michelle Crisanti motion to approve the September 16, 2024 Council meeting minutes passed, all voted in favor.

A Shawn Prebil/Jim Burdick motion to approve the September 24, 2024 Special Council meeting minutes passed, all voted in favor.

COMMITTEES:

Finance Committee: A Tim Shaw/Shawn Prebil motion to approve pay request #1 for Madrell Excavating LLC for the Davis Family Dental Utilities Extension project in the amount of \$230,371.84 passed on a 6/0 roll call vote.

A Tim Shaw/Candy Davis motion to approve change order #1 for BKS Excavating for the Albion Street Utility and Street Improvement project for an increase of \$7,014 passed on a 6/0 roll call vote.

A Tim Shaw/Shawn Prebil motion to approve pay request #4 for BKS Excavating for the Albion Street Utility and Street Improvement project in the amount of \$38,576.56 passed on a 6/0 roll call vote.

A Tim Shaw/Candy Davis motion to approve the bills and payroll in the amount of \$610,720.58 passed on a 6/0 roll call vote.

A Tim Shaw/Shawn Prebil motion to approve Temporary Class "B" Wine licenses for Tri-County Community Center for November 23rd passed on a 6/0 roll call vote.

A Tim Shaw/Candy Davis motion to approve a "Class C" Wine License for Rubbish Restyled, agent Kimberly Reiter contingent on the Wine License Ordinance being approved passed on a 5/1 roll call vote. Jim Burdick voted against the motion.

A Tim Shaw/Shawn Prebil motion to approve a "Class B" Combination Beer/Liquor License for The Swift Stop Bar & Grill LLC, agent Melissa Campbell contingent on the surrender of the Pit Stop license passed on a 6/0 roll call vote.

A Tim Shaw/Candy Davis motion to approve the Disallowance of Claim for Travis Niles passed on a 6/0 roll call vote.

A Tim Shaw/Shawn Prebil motion to approve the Investment Grade Audit bid from Upper 90 in the amount of \$17,500 passed on a 6/0 roll call vote.

A Tim Shaw/Candy Davis motion to approve negotiating a new lease with Tim Clark for Fassett Cemetery land passed on a 6/0 roll call vote.

Tim Shaw/Shawn Prebil moved to declare the following items as surplus and set the minimum bids as follows:

- Angle broom attachment-\$200
- Portable fuel tank - \$200
- Mower with blower attachment - \$300
- Scoreboard - \$300.00

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

A Tim Shaw/Shawn Prebil motion to approve the purchase of a new angle broom attachment from Bobcat of Janesville in the amount of \$6,298 using capital surplus funds passed on a 6/0 roll call vote.

A Tim Shaw/Shawn Prebil motion to approve the bid from Tri-County Paving for the Mill and Overlay of Spencer St in the amount of \$39,870 passed on a 6/0 roll call vote.

A Tim Shaw/Shawn Prebil motion to approve Cedar Corp to complete the heat load calculations for the library boiler in an amount not to exceed \$3,500 passed on a 6/0 roll call vote.

A Shawn Prebil/Tim Shaw motion to approve City of Edgerton Resolution 24-24: Resolution Authorizing a Signatory Municipality to Exceed the Levy Limit for the Edgerton Fire Protection District dba Lakeside Fire-Rescue District passed on a 6/0 roll call vote.

Plan Commission: A Jim Burdick/Paul Davis motion to approve a Preliminary Certified Curvey Map to create two residential lots from the parcel west of Diane Dr for Foursight Development Group passed, all voted in favor.

A Paul Davis/Jim Burdick motion to introduce and approve the first reading of City of Edgerton Ordinance 24-16: Amend Section 450-20 "Official Zoning Map" of the Edgerton Code of Zoning Ordinances, City of Edgerton Rock and Dane Counties, Wisconsin for 1.4 Acres Located West of Diane Dr passed on a 6/0 roll call vote.

Personnel Committee: A Candy Davis/Tim Shaw motion to approve the Personnel Policy regarding education benefits passed on a 6/0 roll call vote.

A Candy Davis/Jim Burdick motion to approve the Personnel Policy regarding use of sick leave passed on a 6/0 roll call vote.

ORDINANCE 24-14: A Tim Shaw/Candy Davis motion to approve the second reading and adopt City of Edgerton Ordinance 24-14: Chapter 167 "Alcohol Beverages" Section 167-4 C "Class C Wine Licenses" of the Edgerton Code of General Ordinances, City of Edgerton Rock and Dane Counties, Wisconsin passed on a 5/1 roll call vote. Jim Burdick voted against the motion.

ORDINANCE 24-15: A Candy Davis/Shawn Prebil motion to introduce and approve the first reading of City of Edgerton Ordinance 24-15: Ordinance to amend Chapter 314 "Property Maintenance" in the Code of Ordinances, City of Edgerton Rock and Dane Counties, Wisconsin passed on a 6/0 roll call vote.

WHITE CANE SAFETY DAY PROCLAMATION: A Candy Davis/Shawn Prebil motion to approve City of Edgerton Proclamation recognizing October 15, 2024 as White Cane Safety Day passed on a 6/0 roll call vote.

2025 BUDGET & ARPA FUNDS: At this time the Fire District has not approved their budget, therefore, the city can not determine the dollar amount available for 2025. It has not been determined if the Fire District will meet the CPI +2 restriction. The Fire District Board will meet October 17th to discuss budget. After this meeting the city will have a better idea of the funds available and what cuts need to be made to the city side of the budget.

The current levy limit increase for the city is just over \$23,000. If the Fire District does not meet the CPI +2 requirement, \$14,000 of that will need to go to them.

Paul Davis would like wage increases for the Council Members and Mayor to be considered. Candy Davis requested a copy of a recent survey of other municipalities be distributed to Council Members.

Being no other business before the Council, a Shawn Prebil/Michelle Crisanti motion to adjourn passed, all voted in favor.

Wendy Loveland
City Clerk
Adopted September 16, 2024

Memo

To: Common Council
From: Staff
Date: 10/18/2024
Re: October 21, 2024 Meeting

Florentine Development Agreement: The Development Agreement for the Florentine, 116 Swift St, requires construction start by October 31, 2024. The developer is still securing financing and has requested an extension to December 16.

Arch Solar: The structural analysis of the water building determined that some additional roof supports are required to support the solar array. The additional costs will be funded by ARPA, as is the original project costs will be.

**CITY OF EDGERTON
ORDINANCE No. 24-15**

**AN ORDINANCE TO AMEND CHAPTER 314 PROPERTY MAINTENANCE IN THE
CODE OF ORDINANCES, CITY OF EDGERTON ROCK AND DANE COUNTIES,
WISCONSIN.**

Aldersperson _____ introduced the following Ordinance and moved its adoption:

THE COMMON COUNCIL OF THE CITY OF EDGERTON, ROCK AND DANE COUNTIES,
WISCONSIN, DO ORDAIN AS FOLLOWS:

1) Chapter 314 Section 314-16 shall be amended to read as follows:

§ 314-16 Enforcement.

- A. It shall be the duty of the Building Inspector, with the aid of the Police Department, to enforce the provisions of this chapter.
- B. The City Building Inspector or an authorized agent may at all reasonable hours enter upon any public or private premises for inspection purposes to ensure compliance with this Chapter. No person shall interfere with or refuse to permit access to any such premises to the Building Inspector, or another agent authorized by the City, while in the performance of his/her duties.
- C. The property owner may be charged a fee for each inspection in an amount established by the City Council. If a property owner fails to pay such fees after billing, the City shall impose such fees against the property as a special charge pursuant to §66.0627.

This Ordinance shall be in full force and effect after its passage and publication.

Seconded by Aldersperson:

Roll Call: Ayes: Noes: --

Christopher W. Lund, Mayor

1st Reading: October 7, 2024
2nd Reading: October 21, 2024
Adopted: October 21, 2024
Published: October 23, 2024
Dated: October 21, 2024

Wendy Loveland, City Clerk

STATE OF WISCONSIN)
)ss.
COUNTY OF ROCK)

I, Wendy Loveland, City Clerk, City of Edgerton, Rock and Dane Counties, Wisconsin, do hereby certify that the foregoing is a true and correct copy of the ordinance adopted by the Common Council of the City of Edgerton at its regular meeting the ___ day of _____, 2024.

Wendy Loveland, City Clerk

**CITY OF EDGERTON
ORDINANCE No. 24-16**

**AN ORDINANCE TO AMEND SECTION 450-20 “OFFICIAL ZONING MAP”
OF THE EDGERTON CODE OF ZONING ORDINANCES, CITY OF
EDGERTON ROCK AND DANE COUNTIES, WISCONSIN FOR
1.4 ACRES LOCATED WEST OF DIANE DRIVE**

Aldersperson introduced the following Ordinance and moved its adoption:

WHEREAS the Plan Commission has held a public hearing, reviewed the zoning changes and recommends the Common Council approve the changes, and

WHEREAS the Common Council has reviewed the recommendation and concluded that the zoning change supports the following finding of fact:

The potential public benefits of the proposed rezoning outweigh any and all potential adverse impacts of the proposed rezoning.

WHEREAS the Common Council has the final authority to approve all zoning changes,

NOW THEREFORE BE IT RESOLVED, the Common Council of the City of Edgerton, Rock and Dane Counties, Wisconsin, do ordain as follows:

SECTION 450-20 “Official Zoning Map” shall be amended for the approval of a zoning change from A-1 Agriculture to R-2 Residential District Two for the property located west of Diane Drive (parcel #6-26-1192) subject to the following condition.

The petitioner is granted approval of a final Certified Survey Map and that the actual boundary of the rezoned area coincide with the final CSM boundary.

This Ordinance shall be in full force and effect after its passage and publication.

Seconded by Aldersperson:

Roll Call: Ayes: Noes:

Public Hearing: September 18, 2024

1st Reading: October 7, 2024

2nd Reading: October 21, 2024

Adoption: October 21, 2024

Published: October 23, 2024

Dated: October 21, 2024

Christopher W. Lund, Mayor

Wendy Loveland, City Clerk

STATE OF WISCONSIN)
)SS.
COUNTY OF ROCK)

I, Wendy Loveland, City Clerk, City of Edgerton, Rock and Dane Counties, Wisconsin, do hereby certify that the foregoing is a true and correct copy of the ordinance adopted by the Common Council of the City of Edgerton at its regular meeting the _____ day of _____, 2024.

Wendy Loveland, City Clerk

Memo

To: Common Council
From: Staff
Date: 10/18/2024
Re: 2025 Budget

Capital Items: The attached schedule summarizes the capital projects and equipment that are included in the first draft budget. The schedule also includes any notable modifications made to operating accounts.

Shared Revenue: Please recall the 2024 budget included a significant increase in Shared Revenue. The State law that provided that increase, also provides indexing. Because of this, the City's Shared Revenue payment for 2025 will be \$21,133 greater than the 2024 payment.

Highway Aids: Highway aids increased by \$37,288. The draft budget assumes that the council will use these extra funds for streets. The City has concentrated much of the new funding on road repair. The amount of funding included in the operating budget over the last several years are listed below. Please note that these statistics do not include the significant amount of money spent on roads that is funded through borrowing:

2017	2018	2019	2020	2021	2022	2023	2024 est.	2025 budget
\$49,515	\$32,257	\$115,524	\$274,835	\$228,357	\$114,135	\$103,448	\$263,027	\$314,057

2025 Levy Limit: Allowable levy increase: The levy limit law allows for an increase in the **operating** levy for new growth and retiring TIFs. The City's maximum operating levy increase for 2025 will be 1.55% or \$23,454.

The Fire District's budget complies with CPI+2%. However, the plan approved by the District Board uses a separate agreement to fund the additional three EMS staff positions for the west side that the Fire District Board recommends be created. The cost to the city for these positions for a partial year in 2025 is \$75,946. The cost will be higher in 2026 when a full year of funding is required. The proposed cost is included in the draft budget.

The separate agreement, referred to as an Enhancement MOU, will require approval by the City Council and the Town Boards for the west half of the district. The MOU will be on the Council's November 4 agenda.

What would happen if one the west governing bodies does not approve the MOU? Based on conversations of the Fire District Board, staff believes the Board would continue with the plan to fill the positions. This would put the burden of funding the positions on fewer municipalities and would cause significant animosity and inequities among the communities.

Retirement: The impact on the budget for retirement for levy supported employees based on 2024 wages is estimated to be a **\$5,250.94** increase.

Health Insurance: The projected increase in 2025 health insurance cost for levy supported employees is **\$43,192.76**.

2025 Wages-Across the Board Adjustment: The draft budget includes a 2.5% increase in wages for non-represented employees and 4% increase in wages for represented (police union) employees. The impact on the budget for this proposed wage rate is \$59,518.

Non levy Funds:

Capital Surplus: Please recall the Council adopted a policy allowing the general fund surplus from the prior year to be used for capital projects. There will be an estimated \$447,261 available for capital projects at the end of 2024. Projections indicate the General Fund will create a surplus in 2024 which will eventually increase the balance of the Capital Surplus Fund.

Parks Funds: The current balance in the developer fee account is \$20,968.

Summary and Schedule: The current draft budget requires the removal of \$152,602 to meet the levy limit. Suggestions include:

- Moving the Comprehensive Master plan to the ARPA fund (\$50,000)
- Move the loader bucket to Capital Surplus (\$25,000)
- Remove or move the two sidewalk projects to either capital Surplus or ARPA (\$36,000)
- Move the cemetery truck to capital surplus (\$60,000)
- Reduce the streets budget. There is currently \$104,057 available for 2025 street projects. The total streets budget is \$314,057. \$75,000 is reserved for phase 2 of Albion St in 2025 and \$135,000 is reserved for Washington St in 2026. The Council could reduce the amount set aside for Washington Street in hopes that actual costs will be lower than estimates, or the Council could plan to use surplus funds if needed for Washington Street in 2026.

The budget public hearing is planned for the second regular meeting in November which would require a relatively complete budget be prepared by October 28th to allow for the legal notice.

2025 Levy Supported Funds

	<u>2024 Budget</u>	<u>2025 Proposed Budget</u>
Fund		
General Fund	\$ 1,717,543	\$ 1,800,276
Refuse Collection Fund	\$ 285,000	\$ 302,200
Debt Service Fund	\$ 610,441	\$ 616,041
Capital Project Fund	\$ -	\$ -
Total City Tax Levy	\$ 2,612,984	\$ 2,718,517
Fire District Levy	\$ 219,298	\$ 238,933
Fire District Debt	\$ 77,507	\$ 92,307
Fire District Levy Exemption Increase	\$ -	\$ 19,635
Fire District Enhancement services	\$ -	\$ 75,946
Total Fire District Levy	\$ 296,805	\$ 426,821
Total Tax Levy	\$2,909,789	\$3,125,703
Allowable Operating Levy Increase %		1.55%
Total Allowable Levy Limit		\$2,973,101
(Over) Under Levy Limit		\$ (152,602)

OPERATING INCREASES (DECREASES)	CAPITAL EQUIPMENT	CAPITAL PROJECTS
DPW	DPW	DPW
Code Enforcement \$10,000	V-Box sander \$ 6,000 Forks for skid steer (1) \$ 4,000 Combo bucket for loader \$ 25,000	Albion Street Phase 2 (4) \$ 325,000 Albion Street Phase 2 \$ 75,000 Washington St (2026) \$ 135,000
Stormwater	Stormwater	Stormwater
		Ladd Lane pond (5)
Cemetery	Cemetery	Cemetery
	1 ton dump truck (1) \$ 60,000	
Parks	Parks	Parks
	Mower (1) \$ 8,000	Netting RTP Skate park RTP Concession stand roof \$ 8,000 Dog park sidewalk \$ 17,000 Orchard park/South Ave sidewalk \$ 19,000 Veterans Park pavilion
Pool	Pool	Pool
	5 rescue tubes \$ 250 3/4" pool ropes \$ 100 Vacuum hose \$ 400 Popcorn popper \$ 425 Acid pump \$ 575 Water aerobics weights \$ 150 Signage \$ 320 6 lounge chairs \$ 580 Diving boards coating \$ 148	
General Government	General Government	General Government
Adm staff reduction \$ (20,000) Website maintenance \$ 3,000 IT maintenance \$ 2,904 IT backups \$ 2,352		Comprehensive Plan Update \$ 50,000
Library	Library	Library
	5 Computers \$ 4,000 Door counter \$ 4,000 Furnace \$ 165,000	
Police	Police	Police
IT maintenance \$ 5,976 IT backups \$ 2,352	2 Squad radios \$ 6,967 Patrol vehicle (1) \$ 40,000 2 Radar units \$ 4,080 Server upgrade \$ 4,187 Computer replacement (3) \$ 4,500	
Refuse and Recycling	Refuse and Recycling	Refuse and Recycling

Note: does not include operating increases due to wages

\$173,682

\$304,000

- (1) Net of trade in, grant or donation
- (2) funded with park improvement fees or advertising fees
- (3) TIF
- (4) borrowing
- (5) Stormwater Utility
- (6) partially paid by sewer and water utilities
- (7) Capital Surplus Funds
- (8) designated funds
- (9) Brown Fund
- (10) Grant/ARPA
- (11) Library Funds

ARPA

There is currently \$204,995 in unallocated ARPA funds and approximately \$46,000 in earned interest. Interest earned does not have ARPA restrictions making it available for the Council to determine how to spend the funds. ARPA funds have to be obligated by the end of the year. The ARPA definition of obligated means, "place orders for property and services, enter into contracts and subawards, and fulfill other similar transactions that require payment".

Projects completed so far include: water utility meter reading technology, GIS mapping, accounting receipting software, library meeting rooms, CORP, pedestrian lights, solar installations, pedestrian light sidewalk ramp, and Fire District shortfall.

When selecting ARPA fund projects in the past, the council has selected projects that:

- Are not related to an operating or recurring expense since this is one-time money;
- Reduce operating costs or have a payback; and
- Address needs that emerged in the COVID pandemic.

The following is a chart of project ideas for Council to consider. Once the list is complete, the council should prioritize the list so the staff can further refine, or obtain, cost estimates and bids in order to obligate the funds by the end of the year.

Update:

- **Library boiler:** The council approved a study to size the boiler for the library. It is unlikely we will have the results of the study, prepare a specification for the replacement boiler, solicit bids and make an award by the end of the year to meet the ARPA deadline. Staff recommends the boiler be paid for using capital surplus funds. The library board has agreed to pay 25% up to \$25,000 from its funds for the boiler.
- **City Hall battery:** Further analysis of the battery backup at city hall determined that based on the current solar capacity, the battery backup will not significantly reduce energy cost for city hall. The other reason to consider battery back up is to provide power when there is a power outage. For small electric loads like City Hall and the Police Station, a more cost-effective solution for backup power will be using electric vehicles. As the City's fleet transitions to electric vehicles, these vehicles can be used to power small facilities, thus eliminating the need to install dedicated battery systems in these facilities.
- **WWTP Solar:** The two electric meters at the WWTP were analyzed for their suitability for solar. From a payback perspective, installing a solar array on the lift station meter is a good investment with a 9-year payback. Install a solar array for the main plant meter has a 15-year payback and is not a good financial investment at this time.
- **Electric pickup truck:** The city could trade in a pickup truck that would likely be in the list for replacement in 2-3 years for an electric truck. In addition to the benefits of electrifying the fleet, this truck could be used as the power source in the event of power outage. In addition to the energy benefits, purchasing the truck using ARPA funds will reduce future capital purchase expenses.

ARPA Project Ideas

Project	Description	Payback or operating cost reduction	Alternative Funding Sources	Estimated cost
Energy				
WWTP solar	Planners previously thought this project had too long of a payback period. The actual proposal from Arch Solar makes project feasible.	9 and 15 years	Sewer utility rate payers	\$43,713 (additional \$43,601)
Lighting upgrades in city buildings	Convert to LED	Usually a quick payback, approximately 5 years?	Levy	\$60,000
Library Furnace (efficiency upgrade)	Furnace needs to be replaced. Could use ARPA funds to upgrade to a very efficient furnace or pay for the entire furnace with ARPA funds.	If a high efficiency furnace installed, there would be a payback.	Levy, borrowing, capital surplus	Entire furnace \$165,000
Electric pickup truck				\$52,000
Battery Backup at City hall	Would provide power when power is interrupted and would further reduce energy costs.	?	Levy	\$20,000
Electric vehicle charging station at DPW, switchgears as City Hall and the PD			Levy	\$5,000 +???
Parks				
Park pavilion at Veterans Park	New community park pavilion honoring veterans.	N/A	Proceeds from sale of 414 Albion St; Federal grant, donations, borrowing	\$500,000
Public Sidewalk at Dog Park		N/A	levy, parks-fees	\$17,000
Public Sidewalk between South St and Orchard Park		N/A	levy, parks-fees	\$19,000
Other				
Comprehensive Plan Update	Has to be updated in 2025	N/A	levy	\$50,000
Radio read meters in golf course subdivision	Reduce staff time in meter reading.		Utility rate payer	\$25,000