

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

Monday, July 1, 2024 at 6:30 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. Confirmation of appropriate meeting notice posted on Friday, June 28, 2024.
3. Minutes:
 - a. Consider approval of minutes of June 17, 2024 Finance meeting.
4. Consider pay request #1 for BKS Excavating Inc for the Albion St Utility and Street Improvement project.
5. Consider approval of bills and payroll vouchers.
6. Consider Event Packet for Edgerton Tobacco Heritage Days.
7. Consider Temporary Class "B" Beer/Wine License for Edgerton Tobacco Heritage Days.
8. Consider approval process for Private Property on Public Sidewalk and Sandwich Board Permits.
9. Consider "Class A" Combination Beer/Liquor license renewal for Family Dollar Stores of Wisconsin, LLC, dba Family Dollar Store #23086, agent Priscilla Santos.
10. Consider Cigarette, Tobacco, and Electronic Vaping Device Retail License for Family Dollar Store #23086.
11. Consider router purchase for pool.
12. Consider IT temporary service agreement.
13. Consider Mill and Overlay Bids
14. Finance Directors Report.
15. 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.

**JUNE 17, 2024 FINANCE COMMITTEE MEETING MINUTES
CITY OF EDGERTON**

Tim Shaw called the meeting to order at 6:15 p.m.

Present: Shawn Prebil, Tim Shaw, and Candy Davis

Others Present: City Administrator Ramona Flanigan, City Clerk Wendy Loveland, Municipal Services Director Howard Moser, Library Director Beth Krebs-Smith, Police Chief Bob Kowalski, and Mayor Christopher Lund.

Loveland confirmed the meeting agendas were properly posted on Friday, June 14, 2024 at the City Hall, Library, Post Office and the City's website.

MINUTES: A Shawn Prebil/Tim Shaw motion to approve the minutes from the June 3, 2024 Finance meeting passed on a 3/0 roll call vote.

BILLS AND PAYROLL: A Tim Shaw/Shawn Prebil motion to approve the bills and payroll in the amount of \$442,922.73 passed on a 3/0 roll call vote.

FIRE DISTRICT SHORTFALL PAYMENT: A Tim Shaw/Candy Davis motion to move the Fire District shortfall payment discussion to Council without a recommendation passed on a 3/0 roll call vote.

PAY REQUEST #4 FOR QUIGLEY ST PROJECT: A Tim Shaw/Candy Davis motion to approve pay request #4 for the Quigley St Street Improvement project in the amount of \$52,453.74 passed on a 3/0 roll call vote.

LEXUS NEXIS AGREEMENT: LexusNexis is a program used to request police reports. These reports requests are sent to the Police Department and they are generated from the Badger Tracks program then mailed. Currently the city charges \$2 per report. LexusNexis is offering a web portal that would allow the reports to be sent via this portal instead of mailed. This portal would also give the Police Department access to reports uploaded from other departments. Chief Kowalski is also proposing an increase for report production from \$2 to \$5.

A Tim Shaw/Candy Davis motion to approve the LexusNexis agreement and raise the fee for reports to \$5 passed on a 3/0 roll call vote.

EVENT PACKET FOR EDGERTON HISTIORY HOP: A Candy Davis/Shawn Prebil motion to approve the Event Packet for the Edgerton History Hop passed on a 3/0 roll call vote.

EVENT PACKET FOR NATIONAL NIGHT OUT: A Candy Davis/Shawn Prebil motion to approve the Event Packet for the Edgerton Night Out and waive all fees passed on a 3/0 roll call vote.

TEMPORARY CLASS "B" BEER LICENSE FOR EDGERTON TOBACCO DAYS FOR THE NIGHT MARKET: A Candy Davis/Shawn Prebil motion to approve the Temporary Class "B" Beer License for Edgerton Tobacco Days for the Edgerton Night Market passed on a 3/0 roll call vote.

RENEWAL LICENSE APPLICATIONS: Tim Shaw/Candy Davis moved to approve "Class B" Combination Liquor & Beer License renewals for the following with the condition that all outstanding amounts due to the city be paid in full:

- a. Town Country Club Inc, agent Matthew Rivers
- b. 2 Brothers Bar LLC, dba 2 Brothers Bar & Grill, agent Merlina Banushi
- c. 1102 North Main Street LLC, dba Café on Main, agent Merlina Banushi
- d. El Patron Mexican Grill, agent Alejandro Ramirez Meza
- e. Last Night Bar & Grill LLC, agent, Terri Nottestad

- f. Henry Street Enterprises, dba Henry Street Social, agent Kathleen Hessian
- g. Young/Fier Pit Stop, dba The Pit Stop, agent Patricia Young
- h. 124 West Fulton St, dba Red Baron, agent Merlina Banushi
- i. 112 W Fulton St LLC, dba Lounge 1848, agent Merlina Banushi
- j. Kollektive Specialty Rentals LLC, dba Atria Hall, agent Karla Storlid

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

Tim Shaw/Shawn Prebil moved to approve Class “B” Beer License renewal for the following with the condition that all outstanding amounts due to the city be paid in full:

- a. Campbell Boys LLC, agent Dusty Campbell

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

Tim Shaw/Shawn Prebil moved to approve “Class A” Combination Liquor & Beer License renewals for the following with the condition that all outstanding amounts due to the city be paid in full:

- a. Sukheja Enterprises LLC, dba A2Z Mini Mart, agent Mahesh Sukheja
- b. Casey’s Marketing Company, dba Casey’s General Store #3731, agent Melissa Frank
- c. 424 Game Day Liquor Inc, agent Chandresh Patel
- d. Days Family Foods, Inc, dba Perry’s Piggly Wiggly, agent Nathan Perry
- e. Burns Full Service LLC, agent Casey Burns

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

Tim Shaw/Shawn Prebil moved to approve Class “A” Beer License renewals for the following with the condition that all outstanding amounts due to the city be paid in full:

- a. Kwik Trip, Inc, dba Kwik Trip #675, agent Lauren Spors
- b. Kwik Trip, Inc, dba Stop N Go #1500, agent Nicholas Koeppler

The motion passed on a 3/0 roll call vote

Tim Shaw/Shawn Prebil moved to approve “Class C” Wine License renewal for the following with the condition that all outstanding amounts due to the city be paid in full:

- a. Campbell Boys LLC, agent Dusty Campbell

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

Tim Shaw/Candy Davis moved to approve Cigarette, Tobacco, and Electronic Vaping Device renewals for the following with the condition that all outstanding amounts due to the city be paid in full:

- a. Casey’s Marketing Co, dba Casey’s General Store
- b. Burns Full Service LLC
- c. Sukheja Enterprises LLC, dba A2Z Mini Mart
- d. 424 Game Day Liquor Inc
- e. Days Family Foods, Inc, dba Perry’s Piggly Wiggly
- f. Kwik Trip Inc, dba Kwik Trip #675
- g. Kwik Trip Inc, dba Stop N Go #1500
- h. Hemp 1848 Inc

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

Tim Shaw/Shawn Prebil moved to approve Sandwich Board permit renewals for the following with the condition that all outstanding amounts due to the city be paid in full:

- a. 2 Brothers Bar & Grill
- b. Campbell Boys LLC
- c. Henry Street Social

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

Tim Shaw/Shawn Prebil moved to approve Private Property on Public Sidewall permit renewals for the following with the condition that all outstanding amounts due to the city be paid in full:

- a. Burn's Full Service
- b. Kathleen Hessian
- c. Campbell Boys
- d. 2 Brothers Bar & Grill

The motion 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 July 1, 2024

Contractor's Application for Payment No. **1**

Application Period: 6/1/24 thru 6/27/24 From (Contractor): BKS Excavating, Inc. Contract: "24E-01" Contractor's Project No:	Application Date: 6/27/2024 Via (Engineer): Cedar Corporation Engineer's Project No: 4894-0114
To (Owner): City of Edgerton Edgerton, WI 53534 Albion Street (Phase 1) Utility and Street Improvements Owner's Contract No: "24E-01"	

Application For Payment Change Order Summary

Approved Change Orders	Additions	Deductions	
Number			
TOTALS			
NET CHANGE BY			
CHANGE ORDERS			

1. ORIGINAL CONTRACT PRICE..... \$ 695,471.00
2. Net change by Change Orders..... \$ 0
3. Current Contract Price (Line 1 ± 2)..... \$ 695,471.00
4. TOTAL COMPLETED AND STORED TO DATE
(Column I total on Progress Estimates)..... \$ 168,398.00
5. RETAINAGE:
 - a. 5% X \$168,398.00 Work Completed..... \$ 8,419.90
 - b. 5% X 0 Stored Material..... \$ 0
 - c. Total Retainage (Line 5.a + Line 5.b)..... \$ 8,419.90
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)..... \$ 159,978.10
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ 0
8. AMOUNT DUE THIS APPLICATION..... \$ 159,978.10

Contractor's Certification
 The undersigned Contractor certifies, to the best of its knowledge, the following:
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and
 (3) All the Work covered by this Application for Payment is in accordance with the

By: Date: 6/27/24

Contractor Signature

Payment of: \$ 159,978.10
 (Line 8 or other - attach explanation of the other amount)

is recommended by: 6/27/2024
 (Engineer) (Date)

Payment of: \$ 159,978.10
 (Line 8 or other - attach explanation of the other amount)

is approved by: _____ (Owner) _____ (Date)

Approved by: _____ Funding or Financing Entity (if applicable) _____ (Date)

Contractor's Application

Unit Price Progress Estimate

Project: Albion Street (Phase 1) Utility and Street Improvements		Application Number: 1																		
Application Period: 6/1/24 thru 6/27/24		Application Date: June 27, 2024																		
Bid No.	Description	A		B		C		D		E		F		G		H		I		
		Estimated Bid Quantity	Unit Price	Previous Applications Quantity	Quantity Completed This Application	Quantity Completed This Application	Materials Stored Quantity	Quantity Completed This Application	Quantity Completed This Application	Quantity Completed This Application	Quantity Completed This Application	Quantity Completed This Application	Quantity Completed This Application	Quantity Completed This Application	Quantity Completed This Application	Quantity Completed This Application	Quantity Completed This Application	Quantity Completed This Application	Quantity Completed This Application	Quantity Completed This Application
	ALLOWANCES																			
	TRAFFIC CONTROL	C.O.W. 1	\$5,000.00																	
	SELECT DEMOLITION OF SIDEWALKS AND DRIVEWAYS	L.S. 1	\$9,000.00																	
	SELECT DEMOLITION OF CURB AND GUTTER	S.Y. 350	\$6.00																	
	SELECT DEMOLITION OF CONCRETE PAVEMENT	L.F. 1750	\$5.00																	
	SELECT DEMOLITION OF ABANDONMENT OF WATER VALVE MANHOLES	S.Y. 50	\$6.00																	
	ABANDONMENT OF WATER MAIN AND HYDRANT LEADS	EA 1	\$600.00																	
	REMOVAL/SALVAGE OF FIRE HYDRANTS	L.F. 15	\$200.00																	
	SAW CUTTING	EA 1	\$500.00																	
	ASPHALT PAVEMENT MILLING, FULL DEPTH	L.F. 75	\$3.00																	
	GRUBBING (STUMP REMOVAL)	S.Y. 3125	\$4.00																	
	EXCAVATION (ESTIMATED 1,894 CY)	L.D. 160	\$14.00																	
	EXCAVATION BELOW SUBGRADE (AS ORDERED)	L.S. 1	\$34,000.00																	
	SELECT TRENCH BACKFILL MATERIAL (AS ORDERED)	C.Y. 380	\$20.00																	
	PIPE FOUNDATION STABILIZATION (AS ORDERED)	TON 900	\$7.00																	
	TEMPORARY STORM DRAIN INLET PROTECTION	C.Y. 40	\$10.00																	
	TEMPORARY STONE TRACKING PAD	EA. 17	\$150.00																	
	GEOTEXTILE SOIL FABRIC, TYPE SAS	EA. 2	\$750.00																	
	BREAKER RUN FOR EXCAVATION BELOW SUBGRADE (AS ORDERED)	S.Y. 3790	\$2.30																	
	CRUSHED AGGREGATE BASE, ROADWAY, 1 1/4 INCH, 6" DEPTH	TON 760	\$18.00																	
	CRUSHED AGGREGATE BASE, ROADWAY, 3 INCH, 8" DEPTH	TON 1214	\$15.00																	
	CRUSHED AGGREGATE BASE, DRIVEWAY	TON 1852	\$18.00																	
	HMA PAVEMENT, 3 LT 58-28 S, LOWER LAYER, 2.25"	TON 122	\$15.00																	
	HMA PAVEMENT, 4 LT 58-28 S, UPPER LAYER, 1.75"	TON 420	\$70.00																	
	SPLIT SEQUENCING OF HMA PAVEMENT PLACEMENT	TON 330	\$78.00																	
	RIGID (CONCRETE) PAVING	L.S. 1	\$4,000.00																	
	CONCRETE CURB AND GUTTER, 30" BARRIER	S.Y. 50	\$100.00																	
	CONCRETE SIDEWALK AND DRIVEWAY, 6"	L.F. 1730	\$21.00																	
	PAVEMENT MARKING, PARKING STALL, 4" EPOXY	S.F. 2980	\$8.20																	
	PAVEMENT MARKING, CURB, EPOXY	L.F. 155	\$7.00																	
	PAVEMENT MARKING, 4" EPOXY (DOUBLE CENTERLINE)	L.F. 320	\$11.00																	
	PAVEMENT MARKING, HANDICAPPED SYMBOLS, EPOXY	L.F. 65	\$3.00																	
	TOPSOIL, TURF AND GRASSES	EA. 3	\$165.00																	
	TREE, AUTUMN BLAZE PEAR	S.Y. 1000	\$6.00																	
	TREE, IRONWOOD	EA 3	\$450.00																	
	TREE, PERSIAN SPIRE IRONWOOD	EA 4	\$500.00																	
	TREE, PINK FLAIR SARGENT CHERRY	EA 2	\$500.00																	
	TREE, IVORY SILK LILAC	EA 4	\$450.00																	
	TREE, CRABAPPLE PINK FLOWER	EA 3	\$470.00																	
	TREE, AMERICAN DREAM SWAMP WHITE OAK	EA 2	\$490.00																	
	TREE, AUTUMN GOLD MAIDENHAIR TREE	EA 2	\$520.00																	
	TREE, SKYLINE HONEYLOCUST	EA 2	\$440.00																	
	WATER MAIN, DUCTILE IRON, 4"	L.F. 15	\$140.00																	
	WATER MAIN, DUCTILE IRON, 6"	L.F. 36	\$160.00																	
	WATER MAIN, DUCTILE IRON, 8"	L.F. 887	\$120.00																	
	WATER SERVICE PIPE, COPPER, 1.0"	L.F. 520	\$80.00																	
	WATER SERVICE PIPE, COPPER, 2.0"	L.F. 17	\$180.00																	

Contractor's Application

Unit Price Progress Estimate

Project: Albion Street (Phase 1) Utility and Street Improvements		Application Number: 1		Application Dates: June 27, 2024																															
Application Period: 6/1/24 thru 6/27/24		A		B		C		D		E		F		G		H		I																	
Bid No.	Item Description	Estimated Bid Quantity	Unit Price	Previous Applications		Quantity Completed This Application		Materials Stored		Total Completed & Stored to Date (C+E+G)																									
				Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount																								
EA.	20	\$400.00																																	
EA.	1	\$650.00																																	
EA.	18	\$500.00																																	
EA.	1	\$600.00																																	
EA.	1	\$6,000.00																																	
EA.	1	\$1,900.00																																	
EA.	1	\$2,200.00																																	
EA.	1	\$2,900.00																																	
EA.	1	\$2,900.00																																	
EA.	2	\$2,500.00																																	
EA.	15	\$160.00																																	
L.F.	64	\$4.00																																	
S.F.	64	\$4.00																																	
L.F.	615	\$85.00																																	
L.F.	829	\$75.00																																	
EA.	22	\$220.00																																	
V.F.	18.3	\$490.00																																	
EA.	3	\$550.00																																	
EA.	1	\$1,000.00																																	
L.F.	829	\$4.00																																	
L.F.	68	\$75.00																																	
L.F.	562	\$76.00																																	
V.F.	13.7	\$490.00																																	
EA.	4	\$720.00																																	
EA.	1	\$1,000.00																																	
TOTAL																																			

Report Criteria:

Detail report.
Invoices with totals above \$0 included.
Paid and unpaid invoices included.
Invoice Detail.Input Date = 06/28/2024
Invoice Detail.Voided = No

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10013100							
779 ch	WI DEPT OF EMPLOYEE TRUST	JULY 2024	JUL 2024 HEALTH INSURNACE	06/28/2024	5,971.43	.00	
2887 c	DELTA DENTAL OF WISCONSIN	2160674	JULY 2024 DENTAL INSURANCE	06/28/2024	285.82	.00	
Total 10013100:					6,257.25	.00	
10016200							
5281 c	THE HANOVER INSURANCE GR	JULY 2024	HOUSING AUTHORITY-NONPROFIT ENTITY	06/28/2024	1,161.00	.00	
Total 10016200:					1,161.00	.00	
10021552							
788 ch	WISCONSIN PROFESSIONAL P	21700/21036	WPPA DUES JULY 2024	06/28/2024	311.50	.00	
Total 10021552:					311.50	.00	
10023160							
5446 c	PUNZEL, JOANN	JUNE 2024	RTP SHELTER DEPOSIT REFUND	06/28/2024	110.00	.00	
5701 c	PALMER, BEN	JUNE 2024	RTP SHELTER - CANCELLATION	06/28/2024	100.00	.00	
5706 c	TURNBULL, AMANDA	JUNE 2024	RTP SHELTER DEPOSIT REFUND	06/28/2024	110.00	.00	
Total 10023160:					320.00	.00	
10043590							
224 ch	EDGERTON FIRE PROT DIST	JUNE 2024	EMS FUNDING ASSISTANCE PROGRAM	06/28/2024	7,924.78	7,924.78	06/17/2024
Total 10043590:					7,924.78	7,924.78	
10051300210							
2936 c	MURPHY DESMOND LAWYERS	8189305	CITY ATTORNEY RETAINER	06/28/2024	2,318.75	.00	
Total 10051300210:					2,318.75	.00	
10051310210							
2936 c	MURPHY DESMOND LAWYERS	8190166	SPECIAL LEGAL SERVICES	06/28/2024	365.96	.00	
Total 10051310210:					365.96	.00	
10051320210							
2936 c	MURPHY DESMOND LAWYERS	8189303	PROSECUTIONS- HOURLY	06/28/2024	147.52	.00	
2936 c	MURPHY DESMOND LAWYERS	8190164	PROSECUTIONS- RETAINER	06/28/2024	700.00	.00	
Total 10051320210:					847.52	.00	
10051410153							
2887 c	DELTA DENTAL OF WISCONSIN	2160674	JULY 2024 DENTAL INSURANCE	06/28/2024	55.12	.00	
Total 10051410153:					55.12	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10051410154							
779 ch	WI DEPT OF EMPLOYEE TRUST	JULY 2024	JUL 2024 HEALTH INSURNACE	06/28/2024	785.91	.00	
Total 10051410154:					785.91	.00	
10051430153							
2887 c	DELTA DENTAL OF WISCONSIN	2160674	JULY 2024 DENTAL INSURANCE	06/28/2024	61.25	.00	
Total 10051430153:					61.25	.00	
10051430154							
779 ch	WI DEPT OF EMPLOYEE TRUST	JULY 2024	JUL 2024 HEALTH INSURNACE	06/28/2024	873.24	.00	
Total 10051430154:					873.24	.00	
10051510153							
2887 c	DELTA DENTAL OF WISCONSIN	2160674	JULY 2024 DENTAL INSURANCE	06/28/2024	98.00	.00	
2887 c	DELTA DENTAL OF WISCONSIN	2160674	JULY 2024 DENTAL INSURANCE	06/28/2024	61.25	.00	
Total 10051510153:					159.25	.00	
10051510154							
779 ch	WI DEPT OF EMPLOYEE TRUST	JULY 2024	JUL 2024 HEALTH INSURNACE	06/28/2024	1,397.18	.00	
779 ch	WI DEPT OF EMPLOYEE TRUST	JULY 2024	JUL 2024 HEALTH INSURNACE	06/28/2024	873.24	.00	
Total 10051510154:					2,270.42	.00	
10051510340							
525 ch	NOTARY BOND RENEWAL SER	JUNE 2024	NOTARY PUBLIC RENEWAL - OZGA	06/28/2024	30.00	.00	
634 ch	WI DEPT FINANCIAL INSTITUTI	WS2CFI01153	NOTARY PUBLIC RENEWAL - OZGA	06/28/2024	20.00	.00	
Total 10051510340:					50.00	.00	
10051600210							
588 ch	PROFESSIONAL PEST CONTRO	805497	PEST CONTROL - CITY HALL	06/28/2024	27.00	.00	
Total 10051600210:					27.00	.00	
10051600311							
716 ch	US POSTAL SERVICE	JUNE 2024	PERSONALIZED ENVELOPES POSTAGE	06/28/2024	765.00	.00	
Total 10051600311:					765.00	.00	
10051600340							
716 ch	US POSTAL SERVICE	JUNE 2024	PERSONALIZED ENVELOPES	06/28/2024	161.01	.00	
934 ch	STAPLES CREDIT PLAN	7635060624	CLEANING WIPES	06/28/2024	8.80	.00	
934 ch	STAPLES CREDIT PLAN	7635062703	CERTIFICATE PAPER	06/28/2024	8.61	.00	
5470 c	GORDON FLESCH CO.	IN14727068	CITY HALL COPIER-METERED IMAGES	06/28/2024	70.68	.00	
Total 10051600340:					249.10	.00	
10051930510							
5281 c	THE HANOVER INSURANCE GR	JULY 2024	HOUSING AUTHORITY-NONPROFIT ENTITY	06/28/2024	1,161.00	.00	
Total 10051930510:					1,161.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10052100153							
2887 c	DELTA DENTAL OF WISCONSIN	2160674	JULY 2024 DENTAL INSURANCE	06/28/2024	122.49	.00	
Total 10052100153:					122.49	.00	
10052100154							
779 ch	WI DEPT OF EMPLOYEE TRUST	JULY 2024	JUL 2024 HEALTH INSURNACE	06/28/2024	1,746.47	.00	
Total 10052100154:					1,746.47	.00	
10052100311							
716 ch	US POSTAL SERVICE	JUNE 2024	PERSONALIZED ENVELOPES POSTAGE	06/28/2024	85.00	.00	
Total 10052100311:					85.00	.00	
10052100340							
716 ch	US POSTAL SERVICE	JUNE 2024	PERSONALIZED ENVELOPES	06/28/2024	17.89	.00	
934 ch	STAPLES CREDIT PLAN	7635060624	PAPER TOWELS	06/28/2024	32.74	.00	
2700 c	OFFICE PRO	690874-0	ENVELOPES, LABELS- PD	06/28/2024	100.20	.00	
Total 10052100340:					150.83	.00	
10052120153							
2887 c	DELTA DENTAL OF WISCONSIN	2160674	JULY 2024 DENTAL INSURANCE	06/28/2024	735.00	.00	
Total 10052120153:					735.00	.00	
10052120154							
779 ch	WI DEPT OF EMPLOYEE TRUST	JULY 2024	JUL 2024 HEALTH INSURNACE	06/28/2024	11,902.24	.00	
Total 10052120154:					11,902.24	.00	
10052120340							
5409 c	BADGE & WALLET	628221	UNIFORM STARS	06/28/2024	31.20	.00	
Total 10052120340:					31.20	.00	
10052120380							
4293 c	US AUTO FORCE	CR000055533	RETURNED TIRES	06/28/2024	316.00-	.00	
4293 c	US AUTO FORCE	INV000451744	TIRES - POLICE DEPT	06/28/2024	584.00	.00	
Total 10052120380:					268.00	.00	
10052120810							
5710 c	AED PROFESSIONALS	53756	AEDS - PD	06/28/2024	5,296.00	.00	
Total 10052120810:					5,296.00	.00	
10052150210							
568 ch	PROFESSIONAL PEST CONTRO	805497	PEST CONTROL - POLICE STATION	06/28/2024	22.00	.00	
Total 10052150210:					22.00	.00	
10052150340							
1015 c	ABENDROTH WATER COND INC	22139TN	PD WATER	06/28/2024	39.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 10052150340:					39.00	.00	
10053100153							
2887 c	DELTA DENTAL OF WISCONSIN	2160674	JULY 2024 DENTAL INSURANCE	06/28/2024	61.25	.00	
Total 10053100153:					61.25	.00	
10053100154							
779 ch	WI DEPT OF EMPLOYEE TRUST	JULY 2024	JUL 2024 HEALTH INSURNACE	06/28/2024	873.20	.00	
Total 10053100154:					873.20	.00	
10053100311							
716 ch	US POSTAL SERVICE	JUNE 2024	PERSONALIZED ENVELOPES POSTAGE	06/28/2024	170.00	.00	
Total 10053100311:					170.00	.00	
10053100340							
716 ch	US POSTAL SERVICE	JUNE 2024	PERSONALIZED ENVELOPES	06/28/2024	35.78	.00	
Total 10053100340:					35.78	.00	
10053230153							
2887 c	DELTA DENTAL OF WISCONSIN	2160674	JULY 2024 DENTAL INSURANCE	06/28/2024	245.10	.00	
Total 10053230153:					245.10	.00	
10053230154							
779 ch	WI DEPT OF EMPLOYEE TRUST	JULY 2024	JUL 2024 HEALTH INSURNACE	06/28/2024	4,270.26	.00	
Total 10053230154:					4,270.26	.00	
10053230210							
568 ch	PROFESSIONAL PEST CONTRO	805497	PEST CONTROL - MUNI GARAGE	06/28/2024	22.00	.00	
Total 10053230210:					22.00	.00	
10053230340							
4096 c	HORIZON DISTRIBUTORS, INC	S3640303.001	HAND SOAP	06/28/2024	122.20	.00	
Total 10053230340:					122.20	.00	
10053240340							
488 ch	MILLER-BRADFORD & RISBER	W1407003	TRANSMISSION OUTPUT REPAIR, FLOOR P	06/28/2024	869.35	.00	
4701 c	CW MOWERS	138857	MOWER PARTS	06/28/2024	152.40	.00	
5101 c	JOHNSON TRACTOR INC	IJ13953	COUPLING	06/28/2024	60.00	.00	
Total 10053240340:					1,081.75	.00	
10053310380							
4288 c	DRIVELINES AUTOMOTIVE	9625	#9 TRUCK REPAIR- DPW	06/28/2024	980.94	.00	
5184 c	BUMPER TO BUMPER EDGERT	625-381083	OIL FILTER	06/28/2024	9.44	.00	
5184 c	BUMPER TO BUMPER EDGERT	625-381091	FUEL FILTER	06/28/2024	21.32	.00	
5184 c	BUMPER TO BUMPER EDGERT	625-381096	OIL PACK	06/28/2024	11.80	.00	
5184 c	BUMPER TO BUMPER EDGERT	625-381102	OIL FILTER	06/28/2024	42.47	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 10053310380:					1,065.97	.00	
10053400340							
193 ch	DECKER SUPPLY CO INC	928479	HONORARY STREET SIGN- BANUSHI	06/28/2024	45.95	.00	
Total 10053400340:					45.95	.00	
10055110153							
2887 c	DELTA DENTAL OF WISCONSIN	2160674	JULY 2024 DENTAL INSURANCE	06/28/2024	408.33	.00	
Total 10055110153:					408.33	.00	
10055110154							
779 ch	WI DEPT OF EMPLOYEE TRUST	JULY 2024	JUL 2024 HEALTH INSURNACE	06/28/2024	4,309.39	.00	
Total 10055110154:					4,309.39	.00	
10055110210							
568 ch	PROFESSIONAL PEST CONTRO	805497	PEST CONTROL - LIBRARY	06/28/2024	26.00	.00	
Total 10055110210:					26.00	.00	
10055110225							
3534 c	CHARTER COMMUNICATIONS	170826901060	LIBRARY INTERNET/PHONE CHARGES	06/28/2024	269.01	.00	
Total 10055110225:					269.01	.00	
10055110310							
5070 c	TOSHIBA FINANCIAL SERVICES	36632688	COPIER - LIBRARY LEASE	06/28/2024	255.00	.00	
Total 10055110310:					255.00	.00	
10055110311							
716 ch	US POSTAL SERVICE	JUNE 2024	PERSONALIZED ENVELOPES POSTAGE	06/28/2024	85.00	.00	
Total 10055110311:					85.00	.00	
10055110320							
231 ch	EDGERTON REPORTER CO INC	1296237	EMS SIGNATURE PAGE- LIBRARY	06/28/2024	18.50	.00	
4997 c	MAILCHIMP	MC15543484	ESSENTIALS PLAN-LIBRARY	06/28/2024	75.00	.00	
Total 10055110320:					93.50	.00	
10055110323							
5379 c	KANOPY, INC.	403141	PLAY CREDITS	06/28/2024	17.10	.00	
Total 10055110323:					17.10	.00	
10055110324							
2504 c	MIDWEST TAPE LLC	505539250	DVDS	06/28/2024	51.73	.00	
2504 c	MIDWEST TAPE LLC	505566778	DVDS	06/28/2024	40.48	.00	
2504 c	MIDWEST TAPE LLC	505602987	DVDS	06/28/2024	75.70	.00	
Total 10055110324:					167.91	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10055110340							
118 ch	C & M PRINTING INC	74108	SUMMER READING PROGRAM MATERIAL	06/28/2024	594.00	.00	
716 ch	US POSTAL SERVICE	JUNE 2024	PERSONALIZED ENVELOPES	06/28/2024	17.89	.00	
Total 10055110340:					611.89	.00	
10055110390							
4249 c	WAL-MART	045881	LIBRARY PROGRAM SUPPLIES	06/28/2024	222.88	.00	
5709 c	FRIENDS OF WELTY ENVIRON	1_EPLAPPLES	APPLE TASTING PROGRAM - LIBRARY	06/28/2024	171.88	.00	
5709 c	FRIENDS OF WELTY ENVIRON	1_EPLFISHIN	FISHING 101 PROGRAM - LIBRARY	06/28/2024	136.88	.00	
5709 c	FRIENDS OF WELTY ENVIRON	202402_EPL_	PUTTING DOWN ROOTS PROGRAM - LIBRA	06/28/2024	147.32	.00	
Total 10055110390:					678.96	.00	
10055142790							
2151 c	BROWN CAB SERVICE INC	4822	MAY 2024 SHARED RIDE TAXI	06/28/2024	7,509.76	.00	
Total 10055142790:					7,509.76	.00	
10055150210							
568 ch	PROFESSIONAL PEST CONTRO	805481	PEST CONTROL - DEPOT	06/28/2024	42.00	.00	
Total 10055150210:					42.00	.00	
10055200210							
568 ch	PROFESSIONAL PEST CONTRO	805507	PEST CONTROL - RACETRACK PARK	06/28/2024	42.00	.00	
Total 10055200210:					42.00	.00	
10055200225							
3534 c	CHARTER COMMUNICATIONS	170826801062	CITY POOL INTERENT	06/28/2024	99.99	.00	
Total 10055200225:					99.99	.00	
10055200340							
3161 c	MENARDS	089544	CONCRETE FORM	06/28/2024	10.88	.00	
4571 c	DOG WASTE DEPOT	714098	DOG WASTE BAGS FOR DOG PARK	06/28/2024	79.77	.00	
5708 c	STRIPE SMITH LLC	2491	PICKLEBALL & BASKETBALL COURT STRIPI	06/28/2024	3,100.00	.00	
Total 10055200340:					3,190.65	.00	
10055415345							
153 ch	COCA-COLA DISTRIBUTION	41752058020	SODA CONCESSIONS - RTP	06/28/2024	630.00	.00	
326 ch	HOLIDAY WHOLESALE INC	1742357	CONCESSIONS - RTP	06/28/2024	1,686.16	.00	
326 ch	HOLIDAY WHOLESALE INC	1748011	CONCESSIONS - RTP	06/28/2024	1,787.31	.00	
Total 10055415345:					4,103.47	.00	
10055420210							
568 ch	PROFESSIONAL PEST CONTRO	805497	PEST CONTROL - POOL	06/28/2024	22.00	.00	
Total 10055420210:					22.00	.00	
10055420311							
716 ch	US POSTAL SERVICE	JUNE 2024	PERSONALIZED ENVELOPES POSTAGE	06/28/2024	85.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 10055420311:					85.00	.00	
10055420340							
484 ch	MIDWEST POOL SUPPLY	113462	BULK CHEMICALS FOR POOL	06/28/2024	2,311.45	.00	
716 ch	US POSTAL SERVICE	JUNE 2024	PERSONALIZED ENVELOPES	06/28/2024	17.89	.00	
2433 c	AMAZON.COM LLC	113-2961176-5	FIRST AID KIT, ORGANIZER BIN- POOL	06/28/2024	69.97	.00	
2433 c	AMAZON.COM LLC	113-9811730-5	POOL NOODLES	06/28/2024	57.98	.00	
3845 c	BANK OF EDGERTON	JUNE 2024	POOL COIN TOSS	06/28/2024	100.00	.00	
4249 c	WAL-MART	076706	BATTERIES, INK - POOL	06/28/2024	53.59	.00	
5142 c	DEVERE COMPANY, INC	0181966-IN	CLEANING SUPPLIES- POOL	06/28/2024	127.60	.00	
5707 c	BREHM, DREW	JUNE 2024	WORK PERMIT REIMBURSEMENT	06/28/2024	10.00	.00	
Total 10055420340:					2,748.48	.00	
10055420345							
153 ch	COCA-COLA DISTRIBUTION	41962063008	SODA CONCESSIONS - POOL	06/28/2024	482.00	.00	
153 ch	COCA-COLA DISTRIBUTION	41962063009	SODA CONCESSIONS - POOL	06/28/2024	605.60	.00	
170 ch	COUNTRY QUALITY DAIRY INC	303107	ICE CREAM - POOL	06/28/2024	266.99	.00	
170 ch	COUNTRY QUALITY DAIRY INC	303138	ICE CREAM - POOL	06/28/2024	266.99	.00	
170 ch	COUNTRY QUALITY DAIRY INC	303197	ICE CREAM - POOL	06/28/2024	133.58	.00	
326 ch	HOLIDAY WHOLESale INC	1742333	CONCESSIONS - POOL	06/28/2024	1,377.11	.00	
326 ch	HOLIDAY WHOLESale INC	1748012	CONCESSIONS - POOL	06/28/2024	1,228.75	.00	
Total 10055420345:					4,361.02	.00	
10056300153							
2887 c	DELTA DENTAL OF WISCONSIN	2160674	JULY 2024 DENTAL INSURANCE	06/28/2024	30.62	.00	
Total 10056300153:					30.62	.00	
10056300154							
779 ch	WI DEPT OF EMPLOYEE TRUST	JULY 2024	JUL 2024 HEALTH INSURANCE	06/28/2024	436.62	.00	
Total 10056300154:					436.62	.00	
20357180820							
5629 c	TADDER, JOHN & MARGARET	JUNE 2024	HOME REVIVAL GRANT- 108 ALBION ST	06/28/2024	1,616.78	.00	
5704 c	TADDER, LUKAS	JUNE 2024	HOME REVIVAL - 710 PEARL ST	06/28/2024	786.25	.00	
5705 c	BECKER, LAURIE	JUNE 2024	HOME REVIVAL- 610 PEARL	06/28/2024	2,500.00	.00	
Total 20357180820:					4,903.03	.00	
20653630340							
5703 c	URBEN FOREST SERVICES LLC	JUNE 2024	GRINDING OF WOOD/COMPOST	06/28/2024	10,300.00	.00	
Total 20653630340:					10,300.00	.00	
21057320820							
2190 c	CITY OF EDGERTON	24-0079-53-22	ELECTRICAL PERMIT - POLICE STATION SO	06/28/2024	341.00	.00	
Total 21057320820:					341.00	.00	
40057330820							
3690 c	CEDAR CORPORATION	120239	QUIGLEY STREET- STREET & UTILITY IMPRO	06/28/2024	1,082.52	.00	
3690 c	CEDAR CORPORATION	120240	ALBION STREET- UTILITY & STREET IMPROV	06/28/2024	5,751.52	.00	
5474 c	BKS EXCAVATING, INC.	PAY REQ #1 A	ALBION ST- STREET & UTILITY IMPROVEME	06/28/2024	159,978.10	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 40057330820:					166,812.14	.00	
41057725820							
5702 c	MIDWEST APPRAISAL SERVICE	JUNE 2024	APPRAISAL - 116 SWIFT ST	06/28/2024	1,800.00	.00	
Total 41057725820:					1,800.00	.00	
41157726820							
3690 c	CEDAR CORPORATION	120237	SHOE FACTORY REDEVELOPMENT	06/28/2024	2,297.11	.00	
3690 c	CEDAR CORPORATION	120243	407 N MAIN ST	06/28/2024	7,095.00	.00	
Total 41157726820:					9,392.11	.00	
41257121820							
2936 c	MURPHY DESMOND LAWYERS	8189304	DENTIST OFFICE ANNEXATION	06/28/2024	55.50	.00	
Total 41257121820:					55.50	.00	
41257630820							
3690 c	CEDAR CORPORATION	120236	DENTIST OFFICE PLAN REVIEW	06/28/2024	350.00	.00	
Total 41257630820:					350.00	.00	
41257725820							
3690 c	CEDAR CORPORATION	120244	DENTIST OFFICE UTILITIES	06/28/2024	2,827.50	.00	
Total 41257725820:					2,827.50	.00	
60380840340							
716 ch	US POSTAL SERVICE	JUNE 2024	PERSONALIZED ENVELOPES	06/28/2024	17.89	.00	
716 ch	US POSTAL SERVICE	JUNE 2024	PERSONALIZED ENVELOPES POSTAGE	06/28/2024	85.00	.00	
4880 c	BAYSIDE PRINTING, LLC	144553	2ND QTR 24 BILLING - NEWSLETTER	06/28/2024	13.43	.00	
Total 60380840340:					116.32	.00	
60480840340							
716 ch	US POSTAL SERVICE	JUNE 2024	PERSONALIZED ENVELOPES	06/28/2024	17.89	.00	
716 ch	US POSTAL SERVICE	JUNE 2024	PERSONALIZED ENVELOPES POSTAGE	06/28/2024	85.00	.00	
4880 c	BAYSIDE PRINTING, LLC	144553	2ND QTR 24 BILLING - NEWSLETTER	06/28/2024	13.43	.00	
Total 60480840340:					116.32	.00	
Grand Totals:					280,963.36	7,924.78	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
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Grand Total General Fund Vouchers: \$280,963.36
Total Payroll Check Date 6/28/2024: \$106,983.76
GRAND TOTAL OF GENERAL FUND: \$387,947.12

Finance Committee Members Signatures of Approval:

TIMOTHY SHAW

CANDY DAVIS

SHAWN PREBIL

Report Criteria:

Detail report.
Invoices with totals above \$0 included.
Paid and unpaid invoices included.
Invoice Detail.Input Date = 06/28/2024
Invoice Detail.Voided = No

Memo

To: Common Council
From: Staff
Date: 6/28/2024
Re: June 17, 2024 Meeting

2024 Mill and Overlay Bid Award - On June 20, 2024 bids were opened for the 2024 Asphalt Mill and Overlay project for the milling and overlay of West Rollin Street, Stoughton Road and Lyons Street. The lowest responsible bid was submitted by Tri-County Paving.

CONTRACTOR	TOTAL COST
TRI-COUNTY PAVING	\$150,665.00
PAYNE AND DOLAN	\$152,348.25
ROCK ROAD	\$171,299.61

Staff recommends awarding the contract to Tri-County Paving in the amount of \$150,665.00. Funding for this project will come from current year street maintenance funds, much of which is from the increase in Shared Revenue.

Edgerton Tobacco Heritage Days Event Packet: In 2023 the Finance Committee approved the packet with the following conditions:

- Park can remain open until midnight on Friday and Saturday
- Waived all fees-including snow fence installation
- No alcohol ticket sales after 11:30
- Event pay ½ OT costs for Police.

This year the Event Organizers are requesting a city staff member be available Saturday afternoon to empty garbage cans. They are aware there is an additional charge. The event packet also includes a request from a baseball league for permission to sell bottled water as a fund raiser while the City's concession stand is open.

The Committee should decide the following:

- Will the City waive the \$400 rental fee? (\$350 deposit does not usually get waived)
- Will the City allow the Park to be open past dusk? If so, what time?
- Will the City prohibit alcohol sales after a certain time? If so, what time?
- Will the City waive the fees for the fence installation? (Estimated staff time costs to install and remove \$1,000)

- Will the Event be responsible for Police OT? If so, how much?
- Will the Event be responsible for DPW extra staff hours on Saturday? (Estimated to be \$84)
- Will the City waive all DPW fees except for the charge for waste removal on Saturday?
- Will the city allow the baseball league to sell water in bottles while the concession stand is open?

Policy regarding private property on sidewalk and sandwich board signs: Currently permits for private property on sidewalk and sandwich board signs are granted by the city council. Does the Committee wish to change the approval process to an administrative approval process similar to other sign permits?

IT vendor services: The City's long-time IT vendor, Phoenix Consulting, has closed its operations. Staff is reviewing proposals from several vendors that will be presented at a future meeting, but recommends we sign the attached General Client Agreement with Crystal Computer Consulting. This would allow us to call Crystal Computers in an emergency. The Agreement does not commit the city to a future contract with Crystal Computers.

Ready for Reuse Resolution: The WDNR Ready for Reuse Loan Program could be a source of 0% interest loan funding to pay for the cap and fill that is required at the 407 N Main St project. While conversations related to the development agreement with the developer are ongoing, the attached resolution will be required if the City applies for Ready for Reuse Funding.

Pool Router: The pool is having issues with the security cameras being off line. Three Blind Mice has diagnosed the problem to be the router that is not strong enough due to its age.

Three Blind Mice provided two different estimates to resolve our issue costing either \$322.50 or \$212.50. The Aquatics Director recommends the more robust equipment because it would be adequate to offer wifi to pool customers.

Approved Date: _____

CITY OF EDGERTON Special Event Permit Application

Event Name: Tobacco Heritage Days
Event Date(s): July 19-21, 2024 Rain Date (if applicable) _____
Start Time of Event: Fri: 5:30, Sat: 8AM, Sun: 8AM End Time of Event: Fri: 12AM, Sat: 12AM, Sun: 8PM
Hours Alcohol will be served: 9AM-12AM Event Website: edgerton-tobaccodays.com
Requested Location: 900 Stoughton Rd (RaceTrack Park)

New Event Repeat Event Parade

Organization Name: Tobacco Heritage Days Phone # 608-751-3465
Organization Address: PO Box 252
Organization Email: edgerton-tobaccodays@gmail.com Organization website: edgerton-tobaccodays.com

Event Planner/Contact Person: Kyle Furseth
Address, City, State: 304 Randolph St, Edgerton, WI
Cell Phone: 608-751-3465 Email: KyleFurseth@gmail.com
Name of Contact on-Call during the Event: Kyle Furseth Cell Phone: 608-751-3465

What Day will SET UP begin? 7-18-24 What time will SET UP occur? 8:00 AM
What day will CLEAN up occur? 7-22-24 What time will CLEAN UP be complete? 3:00 PM

Estimated Attendance for this Event: 4,000 Previous Attendance for this Event: 3,000

How many event staff will be at this event? 10 + dozens of volunteers
Divide Attendance by 3 to determine number of Vehicles: 1,333 (Use this to develop your parking plan)

Deposit Paid

Facility Deposit \$ 350.00

Other Deposit \$ _____

Other Deposit \$ _____

Event Details & Summary

This form will help us understand the details of your event, and determine which approvals are needed. Answering the following questions will guide which forms and what supporting materials you will need to submit.

Will your event require street closures?	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Yes
Will alcohol be served or sold?	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Yes
Will your event include food or retail sales?	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Yes
Will your event include a park or trail?	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Yes
Will your event include a parade?	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Yes
Will your event include a run, race or walk?	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Yes
Will your event use any structures, bleachers or stages?	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Yes
Will your event use tents or canopies?	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Yes
Will your event include fireworks?	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Yes
Will your event include food trucks or vendors with open cooking fires?	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Yes
Will your event benefit an Edgerton based organization or charity?	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Yes
If yes, which one?	<u>Multiple</u>			
Will your event benefit an Edgerton area school?	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Yes
If yes, which one?	<u>EHS scholarships</u>			
Will your event include amplified sound?	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Yes
Will your event require an exemption to any noise Ordinance?	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Yes
Will your event have an admission charge?	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Yes
Will your event involve animals?	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Yes
Will your event require any services from the City of Edgerton?	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Yes
Where will the dumpsters be located?	<u>By the deer pens</u>			
	<u>(Same location as last year)</u>			

★ The Edgerton Baseball Association would like to sell bottled water on Saturday during the Tobacco Days Tournament as a fund raiser.

Event Summary: Please provide a brief summary of the event. Include details about vendors, food or beer, parade, run or race component, live performances etc. This does not have to include specifics; just explain what a first-time attendee might experience at the event:

See attached

This form can be submitted on or after January 1st of the year of your event. Submission of this form and payment of the deposit (if required) will put your event on the events calendar, but does not guarantee approval of your event. A complete application must be submitted NO LATER THAN 30 DAYS before your event. Your event is not approved until all required forms are submitted, all fees paid, and you have received notification of approval for your event. The event packet will be reviewed by the Finance Committee and Common Council. A representative for your organization should be in attendance at the meetings.

I, the undersigned, certify that the statements contained herein and attached hereto are true, accurate and complete to the best of my knowledge and belief. I have reviewed and understand the policies included with this packet.

Applicant Signature:

Kyle Forsyth

Date:

6-21-24

Security Agreement

To ensure the public's safety for your event, please answer the following questions to determine if adequate provisions are being made for alcohol sales and security at your event. Events serving alcohol will need to apply for the Temporary Class B License.

Estimated Attendance: 3000 - 4000 Type of Event: Festival

*All liquor must be purchased from a licensed Wisconsin Wholesaler.

Wholesaler for this event: Frank Beverage Group & Wisconsin Distributors

1. Describe arrangements for the method and distribution of alcohol. Please include provisions to ensure service only to legal consumers.

- ID checks to get a 21+ wristband.
- Beer will only be served to those with 21+ wristbands.

2. Identify the licensed operators in charge of selling and distributing alcohol for the event.

Anna Jensen, Lukas Tadder, Kyle Furseth

TOBACCO USE

City of Edgerton Ordinance prohibits the use of tobacco products within 25 feet of any outdoor seating areas, service lines and/or other outdoor public gatherings.

1. As the event organizers, will the City's ordinance prohibiting the use of tobacco products be enforced during your event?

Yes, see attached document.

2. How will your event inform patrons of the prohibition?

See attached doc.

3. If a designated smoking area will be provided, where will it be located and how will you inform attendees on these areas?

See attached doc.

City of Edgerton Use Only

Reviewed by: [Signature] Date: 6/27/24

Approved [Signature] Denied _____

Police Department Recommendations: SEE ATTACHED

Department of Public Works Services

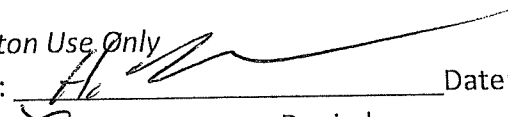
FACILITY(IES) REQUESTED:

- | | | |
|---|--|---|
| <input type="checkbox"/> Racetrack Park | <input type="checkbox"/> Central Park | <input type="checkbox"/> Other Location |
| <input checked="" type="checkbox"/> Entire Park | <input type="checkbox"/> Ball Diamonds | <input type="checkbox"/> Shelter Rental |

EQUIPMENT REQUESTED:

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Picnic Tables | <input checked="" type="checkbox"/> Barricades | <input checked="" type="checkbox"/> Trash Cans |
| <input type="checkbox"/> Traffic Cones | <input checked="" type="checkbox"/> Fencing (additional fee) | <input type="checkbox"/> Posts |
| <input type="checkbox"/> Signs | | |

City of Edgerton Use Only

Reviewed by:  Date: 6/25/24

Approved  Denied _____

Public Works Department Recommendations:

EQUIPMENT REQUESTED

PICNIC TABLES: PLEASE DISTRIBUTE PICNIC TABLES AROUND RACETRACK PARK

BARRICADES: PLEASE HAVE BARRICADES FOR THE PARADE ON SUNDAY. THE NEW ROUTE IS POSTED ON OUR WEBSITE: STOUGHTON RD TO WEST ROLLIN ST, WEST ROLLIN TO SWIFT ST, SWIFT TO WEST FULTON, WEST FULTON TO HENRY ST. ENDS HENRY ST/ ROLLIN ST INTERSECTION.

TRASH CANS: PLEASE DISTRIBUTE ALL AND ANY AVAILABLE TRASH CANS AROUND RACETRACK PARK

TRASH BAGS: PLEASE HAVE AT LEAST 6 ROLLS OF LARGE TRASH BAGS FOR OUR CLEANER (WE RAN OUT LAST YEAR AND HAD TO ASK CURT G FOR MORE)

FENCING: PLEASE PUT UP SNOW FENCE LIKE IN YEARS PAST (WHERE THE OLD CHAIN LINK USED TO BE - ALONG IKI DRIVE WHERE IT BORDERS RACETRACK PARK, AND ALONG THE RAILROAD TRACKS. WE ARE REQUESTING THE CITY TO WAIVE THE FEE OF PUTTING UP THE FENCE.

OTHER INFORMATION

GARBAGE: IF THE PUBLIC WORKS CREW HAS ANYONE AVAILABLE / WILLING TO, WE ARE REQUESTING 2 WORKERS TO COME TO THE PARK MID-DAY ON SATURDAY TO EMPTY THE TRASH BINS INTO OUR DUMPSTER. WE UNDERSTAND THERE IS A COST ASSOCIATED WITH THIS REQUEST

SECURITY: SEE ATTACHED SECURITY AGREEMENT WE HAVE WITH CHIEF KOWALSKI

BATHROOMS: WE HAVE ORDERED 17 PORTA-POTTYS THIS YEAR (28 LAST YEAR, WHICH WAS PLENTY, EVEN WITH THE RTP BATHROOMS BEING LOCKED ON SATURDAY NIGHT). WE WILL SEE HOW THE NEW TOILETS HANDLE THE CROWD SATURDAY NIGHT, AND CONTINUE TO MAKE ADJUSTMENTS ON HOW MANY PORTA-POTTYS WE THINK WE'LL NEED IN THE FUTURE.

PARADE: MODIFIED ROUTE THIS YEAR WITH ALBION ST UNDER CONSTRUCTION. THIS ROUTE WAS DISCUSSED BY KYLE, RAMONA, HOWARD, AND CHIEF KOWALSKI. STOUGHTON RD – WEST ROLLIN ST – SWIFT ST – WEST FULTON ST – HENRY ST.

TOBACCO USE: THE COMMITTEE WOULD LIKE TO ALLOW PATRONS TO USE TOBACCO ONLY PER THE FOLLOWING GUIDELINES:

- SMOKING MUST BE DONE AT LEAST 20' FROM ANY BUILDING, VENDOR, OR FOOD TRUCK
- NO SMOKING IN OR AROUND THE BASEBALL DIAMONDS
- WE WILL POST NO SMOKING SIGNS WHERE APPLICABLE

EVENT SUMMARY

THE FESTIVAL WILL HOST THE FOLLOWING ACTIVITIES:

- BASEBALL & SOFTBALL GAMES
- MUSIC
- FOOD VENDORS
- RACES (BIG WHEEL / KIDS PEDAL PULL TRACTORS, RASCAL RUN /5K)
- TOBACCO AXE THROWING
- PIE EATING CONTEST
- LIP SYNC / TALENT SHOW FOR KIDS
- PARADE
- POTTERY FESTIVAL (3RD YEAR AT RACETRACK)

This festival is all about honoring our farming heritage, having fun with friends and family, as well as giving back. Our festival has been gaining steam the last few years, with increased attendance each year. This has allowed us to afford better amenities and entertainment, as well as give back more to our community. We have awarded \$11,000 in scholarships to EHS seniors over the last 3 years with plans to increase that amount to \$7,000 alone next year. We also have given back over \$11k since last year's festival to various groups such as Edgerton Police Department, Gifts for Kids, Edgerton Youth Basketball, Edgerton Youth Baseball, Edgerton Lions Club, Edgerton Cross Country, Edgerton Fastpitch Softball, and the City of Edgerton.

**City of Edgerton
SECURITY AGREEMENT**

Event: Tobacco Heritage Days

Name of Group Sponsoring Event: Tobacco Heritage Days Committee

Date of Event: July 19 thru July 21, 2024

Police Department recommendations for services including costs:

The application packet for the "Tobacco Heritage Days" indicated there will be alcohol sold at this event. It is recommended the event organizers be responsible for checking ID's and the issuance of a visible wristband to those patrons who meet the state requirement to purchase alcohol. The Police Department also concurs with the issuing a new colored wristband each day of the event. The Police will partner with the event organizers to monitor those consuming alcohol and ensure it is not being given to those who are underage.

The applicant noted in the Special Events Packet (Security Agreement-Tobacco Use section) they would limit smoking in Race Track Park for the event but it needs to be addressed further in accordance to Chapter 18, Sec 4 Sub (g).

Below is the recommended staffing and cost of Officers for the dates and locations of the event (note: Officers can be released early or stay later depending on the environment at that time):

Beer Tent Area/Park:

Friday (7/19) 3 Officers – 5 hrs. (or until released) @ \$62.28 = \$934.20


Saturday (7/20) 3 Officers – 5 hrs. (or until released) @ \$62.28 = \$934.20

Parade:

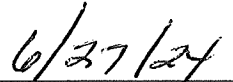
Sunday (7/21) 4 Officers – 3 hrs. (or until released) @ \$62.28 = \$996.48

(Note: the Chief of Police will be working all three days at no cost to the event organizers)

Total: \$2864.88



Signature



Date

Robert J. Kowalski
Chief of Police
Edgerton Police Department

Temporary Alcohol Beverage License

Municipality
Edgerton

License(s) Requested	Fees	
	<input type="checkbox"/> Temporary "Class B" Wine <input checked="" type="checkbox"/> Temporary Class "B" Beer	License Fees
Background Check		\$
Total Fees		\$

Part A: Organization Information

1. Organization Name
Edgerton Tobacco Heritage Days

2. Organization Permanent Address
PO Box 252

3. City
Edgerton

4. State
WI

5. Zip Code
53534

6. Mailing Address (if different from permanent address)

7. FEIN
39-1458341

8. Date of Organization/Incorporation

9. State of Organization/Incorporation
WI

10. Phone
608-756-3465

11. Email
tobaccoheritagedays@gmail.com

12. Organization type (check one)

Bona Fide Club Church Fair Association/Agricultural Society Veteran's Organization

Lodge/Society Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.

13. Is this organization required to hold a Wisconsin Seller's permit? Yes No

14. Wisconsin Seller's Permit Number (if applicable)

Part B: Individual Information

List the name, title, and phone number for all officers, directors, and agent of the organization. Include ar (Form AB-100) for each person listed below. Attach additional sheets if necessary.
Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).

Last Name	First Name	Title
Jensen	Anna	Board member
Furseth	Kyle	President
Furseth	Erikke	board member
Joe Mickelson	Joseph	board member

General Client Agreement

The CLIENT agrees to the following terms in exchange for services rendered by Crystal Computer Consulting ("CCC").

1. Payment Terms

CLIENT agrees to pay for services at CCC's standard hourly rate (which is \$ 160 at the time of signing this agreement) for all work performed by CCC at the client's request, due within 30 days of the invoice date. CCC reserves the right to charge interest on overdue balances. The standard hourly rate is subject to change with advance notice from CCC. Any formalized work orders or contracts that specify other rates or terms supersede this general agreement.

2. Confidentiality

CCC acknowledges that in the course of providing service to the CLIENT, CCC may be exposed to or acquire information that is proprietary or confidential to the CLIENT. Similarly, the CLIENT acknowledges that they may be exposed to or acquire information that is proprietary or confidential to CCC. Both parties agree to hold such information in strict confidence and not disclose such information to third parties or use such information for any purposes whatsoever, other than as required to perform necessary service under this agreement.

3. Release of Liability

CLIENT agrees to release and hold harmless CCC from any liability associated with the performance of service or the provision of parts, and only offers a manufacturer's warranty on parts. Further:

- a. CLIENT acknowledges that due to the nature of the services being performed, there is potential risk of damage or loss including, but not limited to, damage to CLIENT's home, office, computer hardware, cabling, hubs, routers, switches, peripherals, accessories, and furniture, as well as potential risk of damage, corruption, or loss of computer software, applications, data, and data storage media.
- b. In the event that the client's computer or other hardware has been completed, repaired/worked on, etc., Client after being notified that the computer or hardware is ready for delivery, Client does not accept delivery within ninety days after being notified of completion, he/she renders all parts to CCC.
- c. CLIENT agrees to release and hold harmless CCC, from all liability for damage or loss as well as any incidental or consequential material or financial damage or loss that may result from the actions of CCC, its agents or service representatives.
- d. CLIENT grants CCC, its agents and service representatives, access and permission to physically disassemble any computer systems, components, networks, cabling, hubs, routers, switches, peripherals, and accessories.
- e. CLIENT grants CCC, its agents and service representatives, as it pertains to work objectives; access, security rights, and permission to open, view, modify, edit, delete, or otherwise manipulate CLIENT's computer software, applications, data, and data storage media including, but not limited to, the computer Operating System, word processing, spreadsheets, databases, workflow, graphics, audio, video, system drivers and libraries, and any other type of software or data that may be contained on CLIENT's computer system or network.
- f. CLIENT grants CCC, its agents and service representatives, permission to physically access CLIENT's home or office property where CLIENT's computer system and/or network reside, if necessary.
- g. CLIENT grants CCC, its agents and service representatives, permission to perform modification to CLIENT's home or office property for the purpose of installing or troubleshooting computer and/or networking hardware, cabling, hubs, routers, switches, or peripherals. Modification may include such practices as drilling through or disassembling furniture, walls, floors, carpet or trim, laying and removing cabling and devices including affixing cabling and devices to furniture, walls, floors, or trim, using nails, screws, staples, hangers, or plastic ties.
- h. CLIENT grants CCC, its agents and service representatives, permission to download and/or install software on CLIENT's computer and/or network, including but not limited to, virus scanners, diagnosis and repair utilities, drivers, libraries, and software requested to be installed by CLIENT.
- i. CLIENT grants CCC, its agents and service representatives, permission to install hardware in CLIENT's computer and/or network, including but not limited to, memory chips, processor chips, cooling fans, batteries, hard drives, tape drives, storage devices, modem and communication devices, audio and video cards, network interface cards, hubs, routers, switches, printers, scanners, cables, and any other hardware requested to be installed by CLIENT.

- j. CCC strongly recommends that CLIENT safeguards critical data by backing up said data prior to any services performed by CCC, unless Data Backup or Recovery were specifically requested by CLIENT and provided as a paid service by CCC. Otherwise CLIENT is responsible for any backup, archiving, or protective storage as well as restoration if required, of CLIENT's data.

4. Hire/Solicitation Restrictions

CLIENT recognizes that CCC is not offering temp-to-hire services. CLIENT agrees not to hire or solicit to hire, directly or indirectly, any employee of CCC. This provision expires two (2) years following either the end of employment of the employee at CCC, or the end of work performed by CCC for the CLIENT, whichever comes first.

5. General

- a. If any provision, section, or subsection of this General Client Agreement ("AGREEMENT") is adjudged by any court to be void or unenforceable in whole or in part, this adjudication shall not affect the validity of the remainder of the AGREEMENT, including any other provisions, section or subsection.
- b. The section and other headings contained in this AGREEMENT are for reference purposes only and shall not in any way affect the meaning or interpretation of this AGREEMENT.
- c. No waiver or forbearance by either party hereto of any rights under this AGREEMENT in any particular instance shall act to preclude such party from exercising those rights in any other instance.
- d. The interpretation, validity and enforcement of this AGREEMENT, and all legal actions brought under or in connection with the subject matter of this AGREEMENT, shall be governed by the law of the State of Wisconsin (except that any conflicts-of-law principles of such state that would result in the application of the law of another jurisdiction shall be disregarded).

By signing below, CLIENT indicates he/she has read and fully understands the English Language, and agrees to the terms of this General Client Agreement, which is securely kept on file at the offices of CCC.

Client Name: _____

Accepted This Date: _____

Authorized This Date: _____

By: _____
Client Signature

By: _____
Crystal Computer Consulting Representative

Printed Name & Title

Printed Name & Title