

**NOVEMBER 18, 2024 FINANCE COMMITTEE MEETING MINUTES
CITY OF EDGERTON**

Tim Shaw called the meeting to order at 6:40 p.m.

Present: Tim Shaw, Shawn Prebil, and Candy Davis

Others Present: City Administrator Ramona Flanigan, City Clerk Wendy Loveland, Library Director Beth Krebs-Smith, Police Chief Bob Kowalski, Finance Director Maddie Deegan, Mayor Christopher Lund, Working Foreman Curt Gilbertson and a few citizens.

Loveland confirmed the meeting agendas were properly posted on Friday, November 15, 2024 at the City Hall, Library, Post Office and the City's website.

MINUTES: A Candy Davis/Shawn Prebil motion to approve the minutes from the November 4, 2024 Finance meeting passed, all voted in favor.

BILLS AND PAYROLL: A Tim Shaw/Shawn Prebil motion to approve the bills and payroll in the amount of \$169,630.28 passed on a 3/0 roll call vote.

RESOLUTION 27-24: A Candy Davis/Shawn Prebil motion to adopt City of Edgerton Resolution 27-24: Amend Fee Schedule for Animal Fees passed on a 3/0 roll call vote.

CHANGE OF AGENT FOR KWIK TRIP DBA STOP N GO: A Tim Shaw/Shawn Prebil motion to approve the change of agent for Kwik Trip, dba Stop-N-Go, agent Dawn Brehmer passed on a 3/0 roll call vote.

BIDS FOR LIBRARY PAINTING: A Tim Shaw/Candy Davis motion to approve the bid from Warden & Sons for painting of the Library in the amount of \$3,150 using Designated Funds from 2023 passed on a 3/0 roll call vote.

INSTALLATION OF EV CHARGER AT DPW: A Tim Shaw/Shawn Prebil motion to approve a change order to the Arch Solar Project in the amount of \$2,000 for the installation of an EV charger at the DPW garage passed on a 3/0 roll call vote.

PURCHASE OF EV TRUCK FOR DPW: A Candy Davis/Shawn Prebil motion to approve the purchase of an EV Truck for the DPW in the amount of \$58,019 from Ewald Automotive passed on a 3/0 roll call vote.

DECLARE DPW TRUCK SURPLUS AND SET MINIMUM BID: A Tim Shaw/Shawn Prebil motion to approve declaring the DPW truck surplus and setting a minimum bid of \$8,000 passed on a 3/0 roll call vote.

BIDS FOR AUCTIONED SURPLUS ITEMS: The Auction company notified the city that 3 of the current items did not meet the minimum bid. The portable fuel tank and the '97 pickup truck came in just slightly under the minimum bid, however the scoreboard came in drastically under.

A Shawn Prebil/Candy Davis motion to approve the bids received for the scoreboard, fuel caddy and pickup truck passed on a 3/0 roll call vote.

POLICY AMENDMENT REGARDING MINIMUM BIDS FOR AUCTIONS: Currently the policy regarding auctioned items states if an item does not make the minimum bid, the item must go back to Council for approval. This causes a significant delay in the approval process depending on the timing of the auction. Staff suggested options to amend the policy. One option is to give department heads the authority to approve

the bids. Another option was for the Council to declare an item surplus and not set a minimum bid giving the department head the authority to approve the bid based on their assessment of whether the bid was sufficient.

Tim Shaw stated he is against not setting a minimum bid, however he did feel the department heads should have some authority to approve the bid if it was close.

Shawn Prebil suggested setting a percentage limit. This would give the department head the authority to accept a bid if it is lower than the minimum if it is within the percentage limit.

A Shawn Prebil/Tim Shaw motion to approve a policy amendment for minimum bids for auction items giving the department head authority to approve a bid if it is within 75% of the minimum bid passed on a 3/0 roll call vote.

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

Wendy Loveland
City Clerk
Adopted December 2, 2024