

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

Tuesday, September 3, 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, August 30, 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 August 19, 2024 Council meeting.
7. Committee Reports:
 - A. Finance Committee:
 1. Consider pay request #3 for BKS Excavating for the Albion St, Utility and Street Improvement Project.
 2. Consider approval of bills and payroll vouchers.
 3. Consider change order #1 for Arch Electric for solar installations.
 4. Consider funding for computer back up services with Computer Know How.
 5. Consider contract amendment for Clerk of Court fee.
 6. Consider City of Edgerton Resolution 20-24: Resolution Authorizing the Issuance and Sale of up to \$1,273,440 Taxable General Obligation Water System Promissory Notes, Series 2024B, and Providing for Other Details and covenants with Respect Thereto.
 7. Consider contract with Quarles & Brady for the Safe Drinking Water Loan for the replacement of public and private lead service lines.
 8. Consider Financial Assistance Agreement for Project #4800-08 Lead Service Lateral Replacement Project.
 9. Consider City of Edgerton Resolution 21-24: Resolution Authorizing the Issuance and Sale of up to \$330,882 General Obligation Water System Promissory Notes, Series 2024A, and Providing for Other Details and covenants with Respect Thereto.
 10. Consider contract with Quarles & Brady for the Safe Drinking Water Loan for the Quigley Street Utility and Street Improvement Project.

11. Consider Financial Assistance Agreement for Project #4800-03 Quigley St Utility and Improvement Project.
12. Consider City of Edgerton Resolution 22-24: Amend Fee Schedule to add a Code Enforcement Reinspection Fee.

B. Fire District:

1. Report on discussion and action taken at previous meeting.

C. Plan Commission:

1. Report on discussion and action taken at previous meeting.
2. Consider extraterritorial land division for Alcivia to correct a CSM on Pierce Road in Section 26 of the Town of Albion.

D. Zoning Board of Appeals:

1. Report on discussion and action taken at previous meeting.

E. Personnel Committee:

1. Report on discussion and action take at previous meeting.
2. Consider WWPPA contract amendment regarding lateral hiring policies.

8. Mayor, alderperson and staff reports.

9. 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.

**AUGUST 19, 2024 COMMON COUNCIL MEETING MINUTES
CITY OF EDGERTON**

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

Present: Shawn Prebil, Michelle Crisanti, Candy Davis, and Paul Davis

Excused: Tim Shaw and Jim Burdick

Others Present: City Administrator Ramona Flanigan, Municipal Services Director Howard Moser, Library Director Beth Krebs-Smith, Police Chief Bob Kowalski, City Attorney Bill Morgan, and citizens.

Flanigan confirmed the meeting agendas were properly posted on Friday, August 16, 2024 at the City Hall, Library, Post Office and the City's website.

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

PERSONAL APPEARANCES: Jim Kapellen made a statement to the Council thanking everyone responsible for the replacement of the lead laterals now that the project is complete.

MINUTES: A Shawn Prebil/Candy Davis motion to approve the August 5, 2024 Council meeting minutes passed, all voted in favor.

COMMITTEES:

Finance Committee: A Tim Shaw/Candy Davis motion to approve the bills and payroll in the amount of \$259,815.69 passed on a 6/0 roll call vote.

A Tim Shaw/Candy Davis motion to approve the event packet for the Bash for Brody Event on August 24, 2024 passed on a 6/0 roll call vote.

A Tim Shaw/Shawn Prebil motion to approve the contract for the design of Gear Dr, Tower Dr, and Artisan Dr resurfacing passed on a 6/0 roll call vote.

A Tim Shaw/Shawn Prebil motion to postpone the consideration of the farm leases for Lot #7 in the Business Park passed on a 6/0 roll call vote.

A Tim Shaw/Shawn Prebil motion to approve City of Edgerton Resolution to Authorize an Application for the WEDC Idle Sites Program for 407 N Main St passed on a 6/0 roll call vote.

Redevelopment Authority: A Michelle Crisanti/Candy Davis motion to approve a Downtown Exterior Improvement Grant for 21 N Henry St for painting in the amount of \$680 passed on a 6/0 roll call vote.

PROCLAMATION FOR DAN RILEY: A Jim Burdick/Michelle Crisanti motion to approve a Proclamation honoring Dan Riley passed on a 6/0 roll call vote.

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 3, 2024

Memo

To: Common Council
From: Staff
Date: 8/30/2024
Re: Sept 3, 2024 Meeting

Funding for computer backup services: The City's current computer backup services are suboptimal. Here is an explanation from our IT vendor, Computer Know How, about backups:

"Currently you are doing what is called a file-by-file backup. This backs up only the files that are selected to backup, it is not a full machine backup. This type of backup is done once a day. This new backup is a full image backup of each machine being protected. The backups are done each hour, backing up only the things that changed. The backups are stored in the cloud. This is a disaster recovery solution as well. In the event that the protected machine fails completely, we can spin up a virtual machine in the cloud, connect to it via VPN, and bring the failed machine back online very quickly. Then we fix or replace the failed machine and restore the backup, then shut down the virtual machine. You do not have this capability currently."

Computer Know How has provided a quote for the new backup system referred to above. The annual cost for backup services for the 4 servers (city hall and the police station) would be \$5,196. There are three PCs that are not on a network - 2 at the WWTP and one at water department. These computers have important data and records for utility operations that is currently not being backed up. The cost to backup these three computers is \$897 annually (this would be paid by the utilities).

Additionally, records retention laws obligate the city to retain emails for at least a year, or more in some cases. We do not currently have email backed up. The cost to back up our 34 email accounts is \$1,632 annually.

Staff asked an industry expert not affiliated with Computer Know How about the proposal for backup services and that expert thought the Computer Know How proposal is "reasonable".

Arch Solar change order: Included in your packet is a change order for the solar projects. The most significant change is for a service upgrade to the Police Station from single to three-phase power. Three-phase voltage systems are more versatile and can be easily scaled up to accommodate growing power needs without having to redesign the electrical infrastructure. The source of funding for this change order is ARPA.

Safe Drinking Water Loan: There are 6 items on the agenda related to water utility's Safe Drinking Water Loan for the Quigley Street and Lead Lateral projects. For each project there is an agreement with the DNR; a contract for bond counsel services with Quarles and Brady, and a bond resolution. The Utility Commission's plan for financing has included both of these borrowings. Interest rates for the lead lateral projects are 0.25% and are 2.365% for Quigley.

Clerk of Court contract amendment: The Clerk of Courts, Lori Irmen, is a contracted position. The Clerk is requesting a rate increase of \$100 month. The currently monthly rate of \$712 has not increased since 2009. The request is being made due to an increase in work load (see attached request and statistics). If the Committee agrees to the rate increase, it should indicate if the increase will be effective starting in September 2024 or in January 2025. Funding for an increase in 2024 could be covered by an increase in court fee revenue due to the increase in citations.

Code Enforcement Reinspection fees: Our code enforcement company informed us that many of their contracts with other communities include charges to property owners if a reinspection is required due to noncompliance with the violation order. For example, if the inspection following the deadline to correct a violation finds the owner in compliance, there is no charge to the property owner. But, if the violation is not addressed, the owner is charged for the reinspection costs until the violation is addressed. The provision would encourage compliance and provide a revenue source to cover some of the costs of the code enforcement contract. The proposed reinspection fees are: \$75 for the first reinspection and \$100 for each reinspection after that.

WPPA contract amendment for lateral hires: The WPPA has requested a policy change that improves benefits for officers with prior experience (referred to as lateral hires) in an effort to attract experienced officers. The proposed policy changes include the following:

- Limits the top starting pay scale to 5 years of service even if an officer has more than five years' experience. Current top pay step is 10 years.
- Grants 96 hours (equivalent to 1 year) of sick leave upon hire for officers with less than five years' experience and 192 hours for officers with more than five years' experience.
- Grants 1 week of vacation upon hire. No other changes are proposed to the vacation schedule.

Discussions are ongoing regarding the form of the agreement – whether it will be a contract amendment or a side letter MOU. If the Committee and Council approve the policy changes, authorization could be given to the Mayor to sign the final agreement.

TO: Plan Commission

FROM: Ramona Flanigan

MEETING DATE: August 26, 2024

GENERAL DESCRIPTION

Address: Pierce Road, Town of Albion, Dane County, Section 26

Applicant: Alcivia

Parcel Size: Approx. 14.4 acres

Description of Request: Correct CSM

STAFF REVIEW COMMENTS

Staff has reviewed the petition for planning issues in accordance with the Edgerton Master Plan and has the following comments:

1. The proposed land division is within the City of Edgerton's extraterritorial zone. Therefore, the City has land division review authority.
2. The petitioner proposes to correct a CSM.

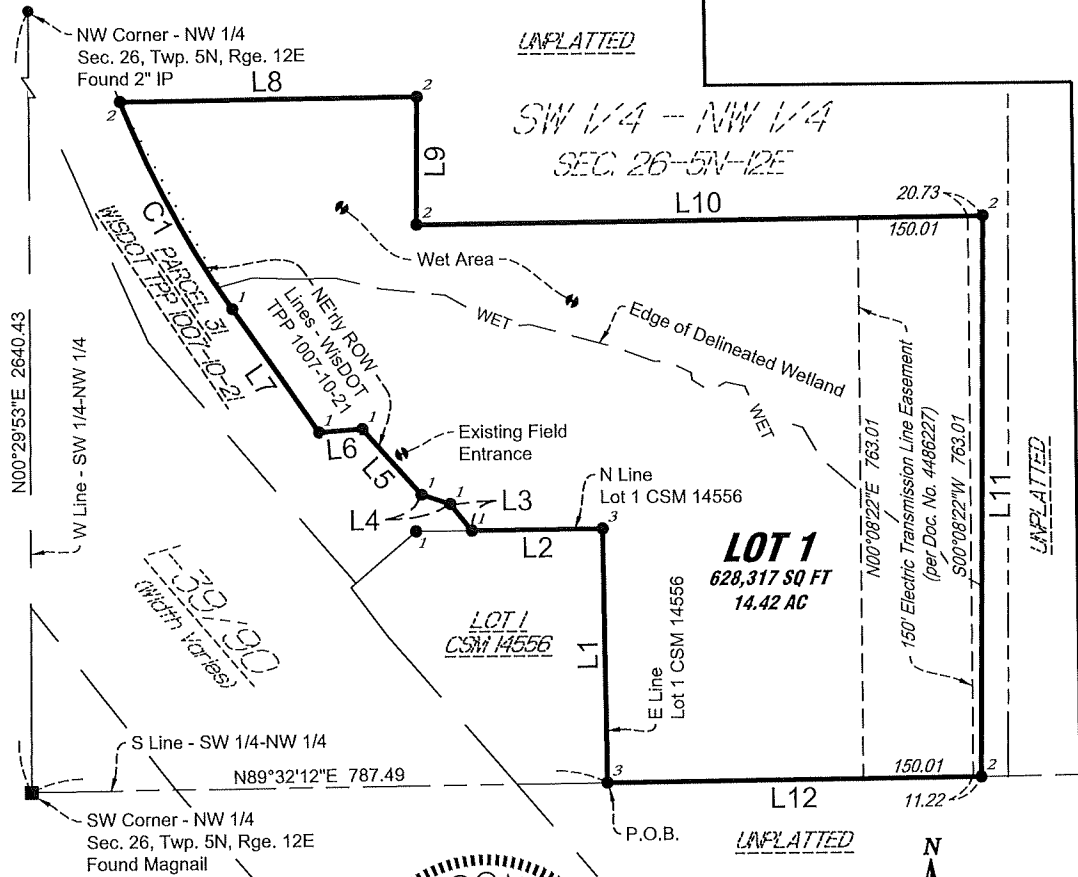
STAFF RECOMMENDATION

Staff recommends the City Council approve the proposed land division.

ISG

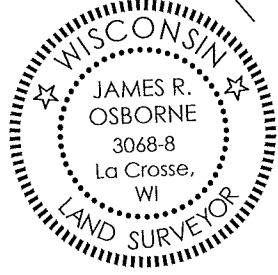
CERTIFIED SURVEY MAP

PART OF THE SW 1/4 OF THE NW 1/4 OF SECTION 26
TOWNSHIP 5 NORTH, RANGE 12 EAST, TOWN OF ALBION,
DANE COUNTY, WISCONSIN.



LINE TABLE

LINE #	LENGTH	DIRECTION
L1	345.82	N0°24'19"W
L2	179.72	S89°35'41"W
L3	46.71	N38°10'41"W
L4	41.09	N71°57'04"W
L5	120.01	N41°11'23"W
L6	59.26	S85°51'03"W
L7	205.04	N34°35'17"W
L8	405.57	N89°32'14"E
L9	174.00	S0°51'14"W
L10	773.93	N89°32'14"E
L11	763.17	S0°51'14"W
L12	510.48	S89°32'12"W



RECORDED AS

LINE #	LENGTH	DIRECTION
L8	540.00	N89°52'00"E
L9	174.00	S1°11'00"W
L10	773.93	N89°52'00"E
L11	763.15	S1°11'00"W
L12	704.98	S89°52'00"W

MONUMENT LEGEND

- 1 FOUND WISDOT CAP
- 2 FOUND CAP W/LICENSE #1531
- 3 FOUND 3/4" IB
- 4 FOUND 1" ID IP

BEARING BASIS:
 The orientation of this bearing system is based on the south line of the Southwest Quarter of the Northwest Quarter of Section 26, Township 5, Range 12. Said line bears North 89 degrees 32 minutes 12 seconds East.

NOTE:
 Site falls within the following hydrologic soil groups, BbB, Dsc2, SaA, and VwA.

CURVE TABLE

CURVE #	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH	TANGENT IN	TANGENT OUT
C1	321.04'	1407.00'	13°04'24"	N28°00'04"W	320.34'	N21.2752W	N34.3216W