

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

Monday, January 20, 2025 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, January 17, 2025
4. Council acceptance of agenda.
5. Personal appearances for non-agenda items limited to 3 minutes.
6. Minutes:
 - A. Consider approval of minutes of January 6, 2025 Council meeting.
7. Committee Reports:
 - A. Finance Committee:
 1. Consider Change order #3 for BKS Excavating for the Henry St Street and Utility Improvement Project.
 2. Consider final pay request for BKS Excavating for the Henry St Street and Utility Improvement Project.
 3. Consider approval of bills and payroll vouchers.
 4. Consider addendum to Cedar Corporation Professional Services Agreement for the Phase 2 Albion Street-Street and Utility Improvement Project.
 5. Consider lease agreement with Tim Clark for cemetery land.
 6. Consider awarding the bid for the Albion St (phase 2) Street & Utility Improvement Project.
 7. Consider Developer Agreement for Foursight Development for the extension of Diane Drive.
 8. Consider quotes for HVAC modification at Police Department.
 9. Consider contract with Baker Tilly for a single audit.
 - B. Library Board:
 1. Report on discussion and action taken at previous meeting.
 - C. Utility Commission:

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

D. Public Works Committee:

1. Report on discussion and action taken at previous meeting.
2. Consider purchase of bucket truck.
3. Consider declaring bucket truck and mower surplus and setting minimum bids.

E. RDA:

1. Report on discussion and action taken at previous meeting.
2. Consider Backdoor Improvement Grant for 102 W Fulton St to reestablish two windows.

F. Plan Commission:

1. Report on discussion and action take at previous meeting.
2. Consider introducing and approving the first reading of City of Edgerton Ordinance 25-01: Ordinance to amend Chapter 442 "Review and Approval of Extraterritorial Land Divisions" Section 442-29 A.(2) of the Edgerton Code of General Ordinances, City of Edgerton Rock and Dane Counties, Wisconsin.
3. Consider introducing and approving the first reading of City of Edgerton Ordinance 25-02: Ordinance to amend Section 450-20 "Official Zoning Map" of the Edgerton Code of Zoning Ordinances for 0.54 Acres Located West of Diane Dr, City of Edgerton Rock and Dane Counties, Wisconsin.
4. Consider preliminary Certified Survey Map to create one residential west of Diane Drive for Foursight Development Group.
5. Consider final Certified Survey Map to create two residential lots west of Diane Drive for Foursight Development Group.

8. Consider Mayor Committee Appointments.

9. Mayor, alderperson and staff reports.

10. 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.

**JANUARY 6, 2025 COMMON COUNCIL MEETING MINUTES
CITY OF EDGERTON**

Mayor Christopher Lund called the meeting to order at 7:14 p.m.

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

Others Present: City Administrator Ramona Flanigan, City Clerk Wendy Loveland, Library Director Beth Krebs-Smith, Municipal Services Director Zach Nelson, Aquatics Director Anne Gohlke, Co Aquatics Director McKenzie Patterson, Police Chief Bob Kowalski, City Attorney Bill Morgan, and a few citizens.

Loveland confirmed the meeting agendas were properly posted on Friday, January 3, 2025 at the City Hall, Library, Post Office and the City's website.

ACCEPT THE AGENDA: A Shawn Prebil/Candy Davis motion to accept the agenda passed on a 6/0 roll call vote.

PERSONAL APPEARANCES: Roger Schoonover, 802 N Main St appeared before the Council to state he would like to see increased safety measures at the Northside Business Park as it relates to the dog park area.

MINUTES: A Shawn Prebil/Tim Shaw motion to approve the December 16, 2024 Council meeting minutes passed on a 6/0 roll call vote.

COMMITTEES:

Finance Committee: A Tim Shaw/Shawn Prebil motion to table the approval of change order #3 for BKS Excavating for the Henry St Street and Utility Project until a future meeting passed on a 6/0 roll call vote.

A Tim Shaw/Shawn Prebil motion to table approval of the final pay request for BKS Excavating for the Henry St Street and Utility Project until a future meeting passed on a 6/0 roll call vote.

BILLS AND PAYROLL: A Tim Shaw/Candy Davis motion to approve the bills and payroll, minus the BKS pay request, in the amount of \$600,559.55 passed on a 6/0 roll call vote.

BIDS FOR SENSORY ROOMS AT LIBRARY: A Tim Shaw/Candy Davis motion to approve the bid from Home Hab for the library sensory rooms passed on a 6/0 roll call vote.

CHANGE ORDER FOR ARCH SOLAR FOR EV CHARGER INSTALLATION AT POLICE STATION: A Tim Shaw/Shawn Prebil motion to approve the change order for a reduction of \$750 for the Arch Solar contract for the purchase of charging station hardware for the Police Department passed on a 6/0 roll call vote.

CLASS "B" BEER LICENSE FOR FOUNDATION ATHLETICS: A Tim Shaw/Shawn Prebil motion to approve a Class "B" Beer License for Foundation Athletics, agent James Fox passed on a 6/0 roll call vote.

TEMPORARY CLASS "B" BEER LICENSE FOR CHAMBER OF COMMERCE: A Tim Shaw/Shawn Prebil motion to approve a Temporary Class "B" Beer License for the Chamber of Commerce on February 1, 2025 passed on a 6/0 roll call vote.

Personnel Committee: At a previous meeting the Personnel Committee approved the creation of an Aquatic Co-Director position. This person will work with Anne Gohlke as Director of the Aquatic Center. The Committee also moved to raise the yearly increases for all seasonal positions except crossing guards from \$.25/year to \$.50/yr.

A Candy Davis/Jim Burdick motion to approve City of Edgerton Resolution 01-25: 2025 Salary Resolution as amended by Personnel Committee, passed on a 6/0 roll call vote.

MAYOR APPOINTMENTS: A Tim Shaw/Shawn Prebil motion to approve the Mayor's appointment of Travis Balleine to the Library Board passed on a 6/0 roll call vote.

Being no other business before the Council, a Shawn Prebil/Michelle Crisanti motion to adjourn passed on a 6/0 roll call vote.

Wendy Loveland
City Clerk
Adopted January 20, 2025

Memo

To: Common Council
From: Staff
Date: 1/17/2025
Re: January 20, 2025 Meeting

Cemetery land lease: Due to the unusual conditions inherent in farming the land at the back of the cemetery, the Finance Committee recommended renegotiating a lease with the current tenant Tim Clark. The term of the proposed lease is five years, as was the previous lease. Changes from the prior lease include: lease rate increased in this lease from \$150 to \$175/ acre and simplified language allowing the tenant to use any compost created by the city's brush/leaf collection operation on the leased land with City permission.

Albion St Phase 2: The city engineer's review of the Albion Street phase 2 bids is in your packet. The cost of the project is higher than estimated at budget time. The Public Works Committee reviewed the implications of the higher costs and recommends the Council award the bid. (See previous Public Works Committee packet for background information.)

Development Agreement with Foresight Development: Foresight Development proposes to install a cul de sac at the end of Diane Drive and create 3 residential lots on the cul de sac. Approvals of the land divisions, zoning and the Development Agreement for the project are on the agenda. The Agreement is similar to those development agreements previously approved for other subdivisions. Modified provisions are: a requirement that driveways and lawns be installed or money be placed in escrow prior to issuance of an occupancy permit; and sidewalks are not required based on a recommendation by the Plan Commission.

Purchase a replacement bucket truck and declare equipment surplus: The PW committee recommended the Council approve the purchase of a used bucket truck from Pettit Trucks for \$65,000 to replace the city's current truck that failed its safety inspection. The Committee recommended the purchase be funded by the following modifications to the 2025 budget: delay the purchase of the cemetery 1-ton truck until 2026 (\$60,000 in budget); and do not purchase a loader bucket (\$25,000 in budget) and a salt spreader (\$6,000 in budget); and declare a mower and the current bucket truck as surplus and auction them. The minimum bid recommend for the surplus equipment is: \$2000 for the mower and \$7,000 for the bucket truck. (See previous Public Works Committee packet for background information.)

HVAC modifications at PD for code compliance: A modification is required to a HVAC ductwork and furnace plenum/coil in order to allow the new electrical panel to pass inspection. The original panel was also not in compliance with the required separation distance. Al Beyer, the installer of the HVAC equipment, provided a quote to modify the HVAC in the amount of \$2,489. The new electrical panel is part of the solar installation so the HVAC modifications could be funded by ARPA.

Backdoor Grant: The RDA recommended approval of a Backdoor Grant for 104 W Fulton Street (Forward Physical Therapy) to restore two windows in the alley side of the building. Work includes the purchase and installation of two windows, and the masonry work to reestablish the window openings to their original size. The bids for the

work total \$9,793. The maximum grant amount would be \$5,000. The funding for the project would come from the Limited ED Fund.

Single Audit: The City is required to have a single audit of 2024 due to the amount of federal funding the City received in 2024. The contract with Baker Tilly for \$11,500-\$14,000 is included in your packet.

**CITY OF EDGERTON
ORDINANCE No. 25-01**

**AN ORDINANCE TO AMEND CHAPTER 442 “REVIEW AND APPROVAL OF
EXTRATERRITORIAL LAND DIVISIONS” SECTION 442-29 A.(2) OF THE EDGERTON CODE
OF GENERAL 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:

Chapter 442, Section 29 A. (2) shall read as follows:

§ 442-29. Review and approval of extraterritorial land divisions.

- A. When the land to be divided lies within the extraterritorial plat or CSM approval jurisdiction of the City in accordance with §§ 236.10(1)(b) and 236.45(3), Wis. Stats., the subdivider shall proceed as specified in §§ 442-22 through 442-28 where applicable except:
- (1) An extraterritorial subdivision plat or certified survey map (CSM) shall, as a matter of courtesy, be first submitted to the Town Clerk concerned. The subdivider shall then submit the plat or CSM to the other approving authorities, including the City.
 - (2) Approving authorities include the City Council, town board, and the county planning agency and the subdivider must comply with the land division ordinances of the City, town, and county. Extraterritorial land divisions that combine lots may be approved by the Zoning Administrator.
- B. The subdivider may proceed with the installation of such improvements and under such regulations as the town board of the town within whose limits the plat or CSM lies may require. Wherever connection to any utility of the City or a special utility district (i.e., water, sewer, lighting, etc.) is desired, permission for such connection shall be subject to review and approval by the City Council or special utility district.
- C. All improvement requirements specified by the town council, City, or any special utility district in matters over which they have jurisdiction shall be met before the final plat or, if applicable, CSM is filed.

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

Seconded by Aldersperson:

Roll Call: Ayes: Noes:

Christopher Lund, Mayor

1st Reading: January 20, 2025

2nd Reading:

Adopted:

Published:

Wendy Loveland, City Clerk

Dated:

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 February, 2025.

Wendy Loveland, City Clerk

**CITY OF EDGERTON
ORDINANCE No. 25-02**

**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
0.54 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: 0

Public Hearing: January 16, 2024

1st Reading: January 20, 2025

2nd Reading:

Adoption:

Published:

Dated:

Christopher W. Lund, Mayor

Wendy Loveland, City Clerk

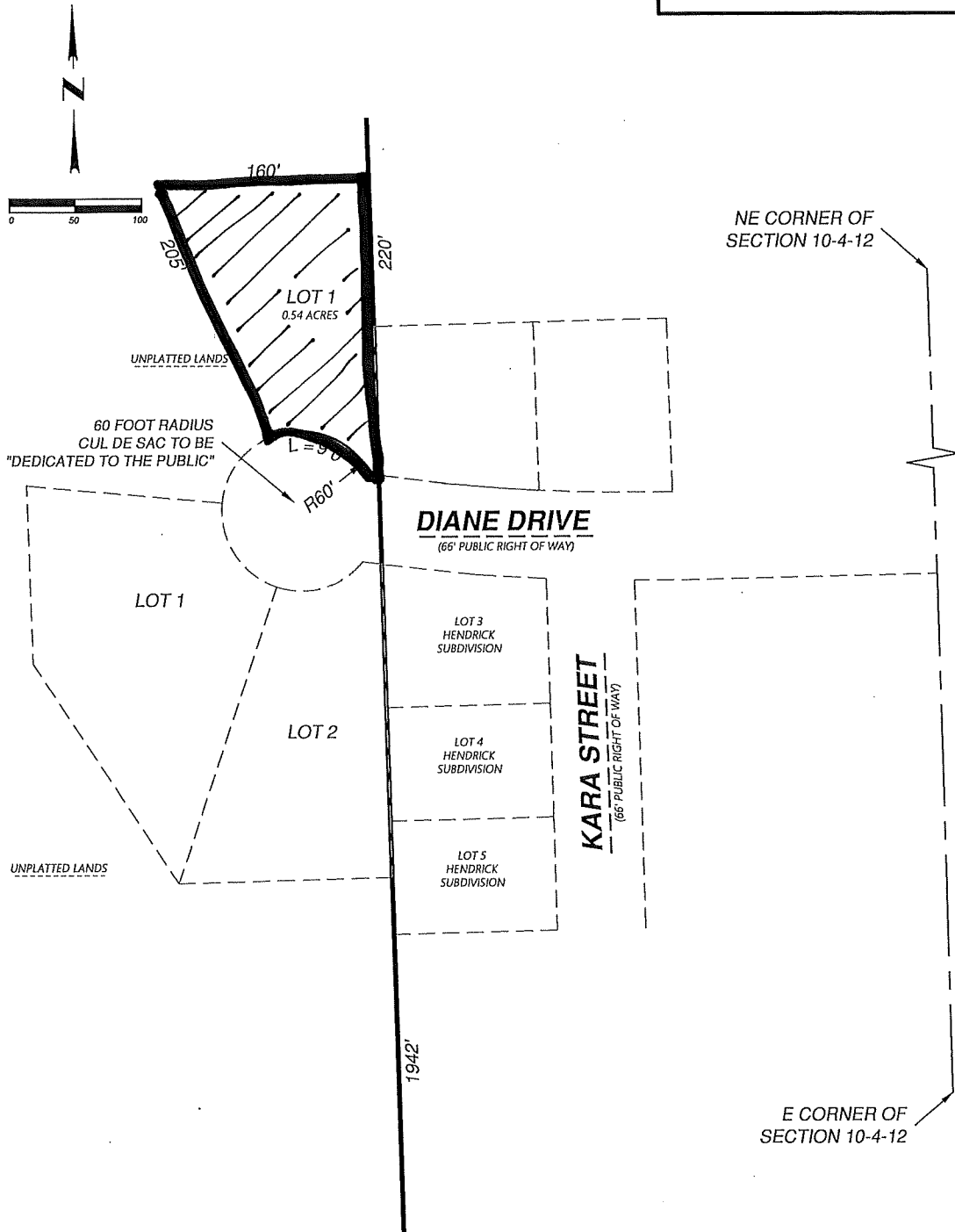
STATE OF WISCONSIN)
)SS.
COUNTY OF ROCK)

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 February, 2025.

Wendy Loveland, City Clerk

PRELIMINARY CERTIFIED SURVEY MAP

OF PART OF ASSESSOR'S PLAT OUTLOT 272 AND ALL OF OUTLOT 273
SITUATED IN THE NORTHEAST AND SOUTHEAST QUARTERS OF THE
NORTHEAST QUARTER OF SECTION 10, T.4N., R.12E., OF THE 4TH PM, CITY
OF EDGERTON, ROCK COUNTY, WISCONSIN.



NOTES:
CREATES 2 RESIDENTIAL LOTS WITH A DEDICATED CUL DE SAC RIGHT OF WAY.

THIS SURVEY IS SUBJECT TO ANY AND ALL EASEMENTS AND AGREEMENTS, RECORDED AND UNRECORDED.

THE BASIS OF BEARINGS IS ASSUMED

Project No. 124-362 For: FOURSIGHT DEVELOPMENT GROUP, LLC



- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

109 W. MILWAUKEE ST
JANESVILLE, WI 53548
www.combsurvey.com

tel: 608-752-0575
fax: 608-752-0534

TO: Edgerton Plan Commission

FROM: Ramona Flanigan

MEETING DATE: January 16, 2025

GENERAL DESCRIPTION

Description of Request: Petition for approval of a preliminary 1 lot certified survey map

Location: Parcel west of Diane Drive (parcel #6-26-1192)

Applicant: Foursight Development Group

Current Zoning/Land Use: A-1 / undeveloped

Parcel Size: approx. 0.54 acres

STAFF REVIEW COMMENTS

Staff has reviewed the petition for planning issues in accordance with the Edgerton Zoning and Land Division Ordinances and has the following comments:

1. The proposed parcel are zoned A-1 Agriculture. The petitioner has requested approval to rezone the parcel to R-2 Residential to allow the construction of one single family home. Zoning and land uses of adjacent parcels consist of the following: R-2 residential (single family) to the east and south (proposed); A-1 Agriculture (open space and environmental corridor) to the north and west.
2. The petitioner has been granted approval of a separate, preliminary CSM that will dedicate the ROW needed for the proposed lot.
3. The sanitary sewer extension will be shallow requiring the insulation of the main and an ejector pump for basement sanitary sewer service.
4. The petitioner will be required to pay the parkland and park improvement impact fees for lot.

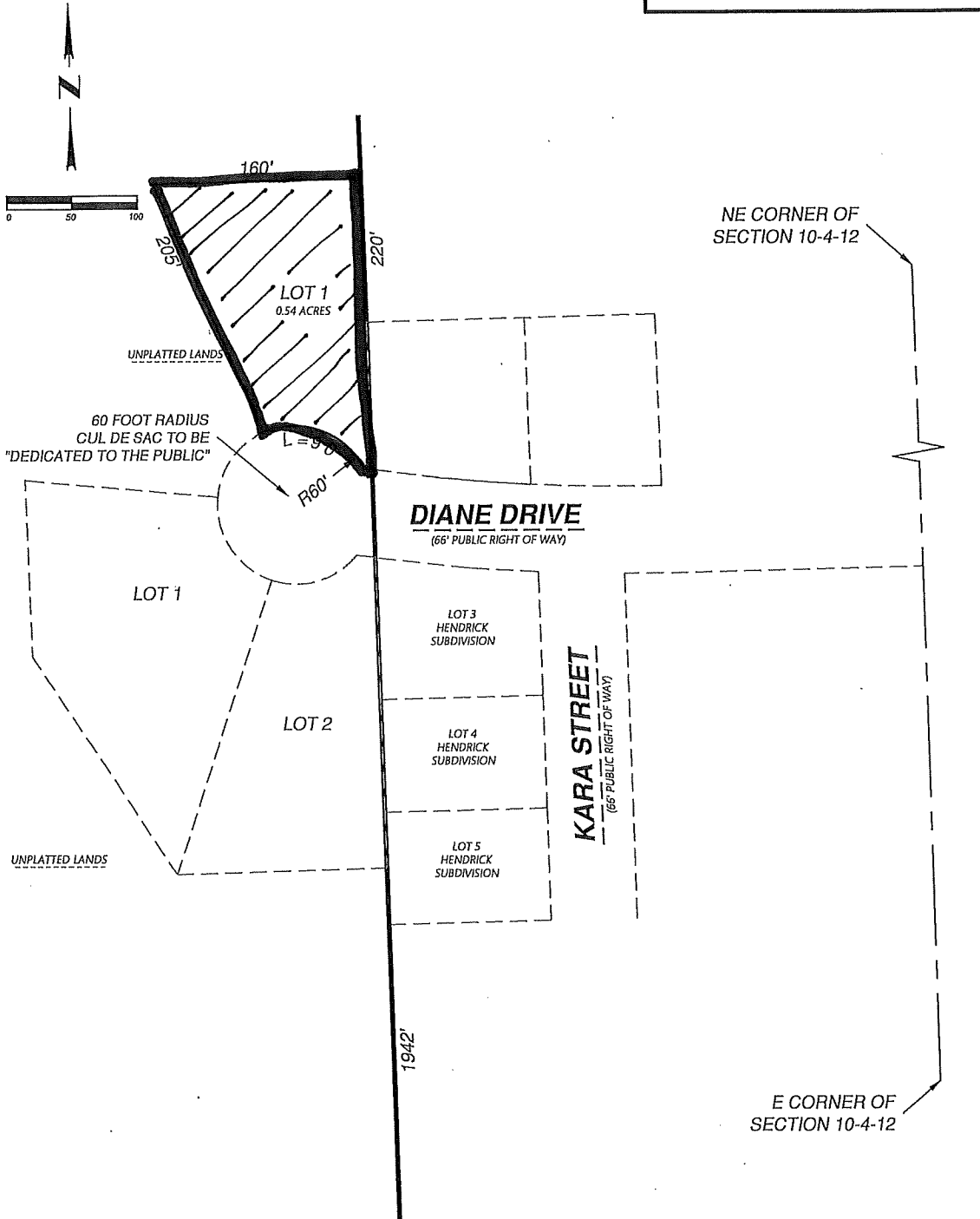
STAFF RECOMMENDATION

Staff recommends the Plan Commission recommend approval of the proposed preliminary 1 lot CSM for the parcel west of Diane Drive subject to the following conditions:

1. The final CSM indicates all easements.
2. The parcels are rezoned prior to establishing a single-family structure.
3. The petitioner pays the \$10 platting fee for the two new lots.
4. The owner pays the parkland and park improvement impact fees in the amount of \$890.91 at the time a building permit is issued.
5. The petitioner complies with the stormwater requirements.
6. The city approves the street construction plans and the final CSM dedicating the street right of way.

PRELIMINARY CERTIFIED SURVEY MAP

OF PART OF ASSESSOR'S PLAT OUTLOT 272 AND ALL OF OUTLOT 273
SITUATED IN THE NORTHEAST AND SOUTHEAST QUARTERS OF THE
NORTHEAST QUARTER OF SECTION 10, T.4N., R.12E., OF THE 4TH PM, CITY
OF EDGERTON, ROCK COUNTY, WISCONSIN.



NOTES:
CREATES 2 RESIDENTIAL LOTS WITH A DEDICATED CUL DE SAC RIGHT OF WAY.

THIS SURVEY IS SUBJECT TO ANY AND ALL EASEMENTS AND AGREEMENTS, RECORDED AND UNRECORDED.

THE BASIS OF BEARINGS IS ASSUMED

Project No. 124-362 For: FOURSIGHT DEVELOPMENT GROUP, LLC



- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

109 W. MILWAUKEE ST
JANESVILLE, WI 53548
www.combssurvey.com

tel: 608-752-0575
fax: 608-752-0534

TO: Edgerton Plan Commission

FROM: Staff

MEETING DATE: January 16, 2025

GENERAL DESCRIPTION

Description of Request: Petition for approval of a final 2 lot certified survey map

Location: Parcel west of Diane Drive (parcel #6-26-1192)

Applicant: Foursight Development Group

Current Zoning/Land Use: R-2 / undeveloped

Parcel Size: approx. 26,922 sf and 34,440 sf

STAFF REVIEW COMMENTS

Staff has reviewed the petition for planning issues in accordance with the Edgerton Zoning and Land Division Ordinances and has the following comments:

1. The petitioner proposes to create two lots.
2. The lots complies with the lot bulk standards.
3. The CSM dedicates the ROW for a cul-de-sac terminating Diane Drive.
4. The City Engineer has approved the construction plans. The plans do not include the provision of sidewalk The driveway aprons have the sidewalk through them. Section 442-42 of the Subdivision regulations require the following: **The subdivider shall construct a concrete sidewalk on both sides of all streets within the land division or condominium prior to issuance of an occupancy permit.**

The Subdivision regulations indicate the following regarding exceptions to the ordinance:

Section 442-18 Exceptions and Modifications

Where, in the judgment of the Plan Commission, it would be inappropriate to apply literally the provisions of Articles **VII** and **VIII** of this chapter because exceptional or undue hardship would result, the Plan Commission may waive or modify any requirement to the extent deemed just and proper. Such relief shall be granted without detriment to the public good, without impairing the intent and purpose of this chapter or the desirable general development of the community in accordance with an adopted Comprehensive Plan or component thereof. No exception or modification shall be granted unless the Plan Commission finds that all the following facts and conditions exist and so indicates in the minutes of its proceedings:

A. Exceptional circumstances. There are exceptional, extraordinary, or unusual circumstances or conditions where a literal enforcement of the requirements of this chapter would result in severe hardship. Such hardships should not apply generally to other properties or be of such a recurrent nature as to suggest that this chapter should be changed.

B. Preservation of property rights. That such exception or modification is necessary for the

preservation and enjoyment of substantial property rights possessed by other properties in the same vicinity.

C. Absence of detriment. That the exception or modification will not create substantial detriment to adjacent property and will not materially impair or be contrary to the purpose and spirit of this chapter or the public interest.

D. A majority vote of the quorum of the Plan Commission shall be required to grant any exception or modification of this chapter, and the reasons shall be entered into the minutes of the Commission.

STAFF RECOMMENDATION

Staff recommends the Plan Commission recommend approval of the proposed final 2 lot CSM located west of Diane Drive subject to the following conditions:

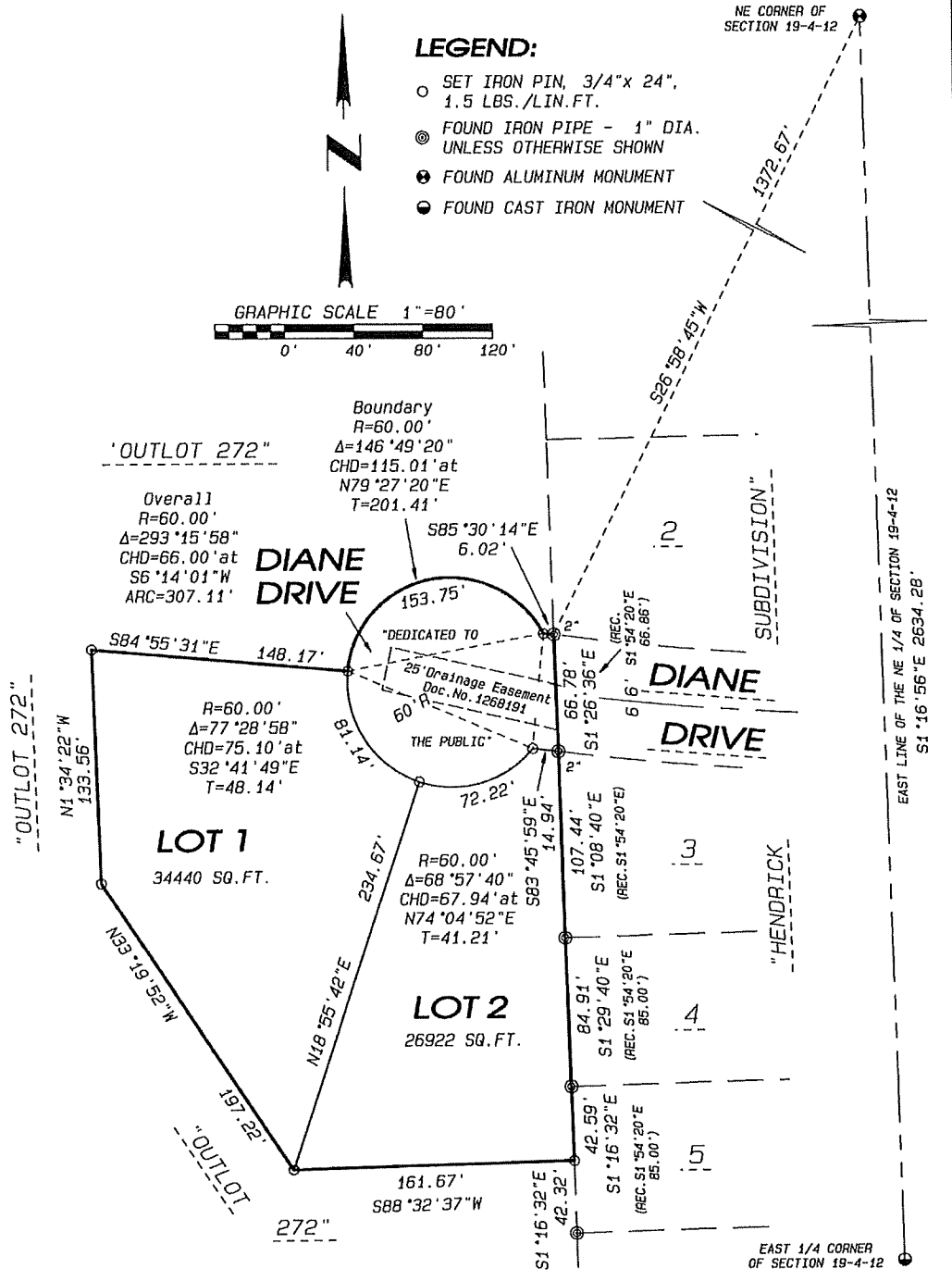
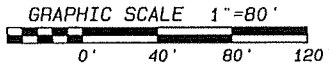
1. The final CSM indicates all easements.
2. The petitioner pays the \$20 platting fee.
3. The petitioner enters into a development agreement with the City before signing the final plat.
4. The construction plans are amended to provide sidewalks or the Plan Commission finds that the provisions listed in item 4 above exist. In any event, the sidewalks through the driveway aprons should be built per the plan.
5. The developer pays the park impact fees when building permits are issued.
6. Street trees, as approved by the Municipal Services Director, are installed prior to occupancy permits being issued.

CERTIFIED SURVEY MAP

PART OF OUTLOT 272 OF THE ASSESSOR'S PLAT OF THE CITY OF EDGERTON AND LOCATED IN THE NE 1/4 OF THE NE 1/4 AND IN THE SE 1/4 OF THE NE 1/4 OF SECTION 10, T.4N., R.12E. OF THE 4TH P.M., CITY OF EDGERTON, ROCK COUNTY, WISCONSIN.

LEGEND:

- SET IRON PIN, 3/4"x 24", 1.5 LBS./LIN.FT.
- ⊙ FOUND IRON PIPE - 1" DIA. UNLESS OTHERWISE SHOWN
- ⊕ FOUND ALUMINUM MONUMENT
- FOUND CAST IRON MONUMENT



NOTE: FIELDWORK COMPLETED OCTOBER 7, 2024

NOTE: ASSUMED S1°16'56"E ALONG THE EAST LINE OF THE NE 1/4 OF SECTION 10-4-12.

Project No. 124 - 410
 For: FOURSIGHT DEV.

SHEET 1 OF 4 SHEETS

Combs & Associates

- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

109 N. Milwaukee St. tel: 608 752-0575
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