

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

Monday, January 6, 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 3, 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 December 16, 2024 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 bids for sensory rooms at the library.
 5. Consider change order from Arch Solar for EV charger installation at Police Station.
 6. Consider Class "B" Beer license for Foundation Athletics, agent James Fox.
 7. Consider Temporary Class B Beer License for Chamber of Commerce.
 - B. Fire District:
 1. Report on discussion and action taken at previous meeting.
 - C. Personnel:
 1. Report on discussion and action taken at previous meeting.
 2. Consider City of Edgerton Resolution 01-25: 2025 Salary Resolution.
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.

**DECEMBER 16, 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 (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, Police Chief Bob Kowalski, Municipal Services Director Zach Nelson, City Attorney Bill Morgan, and a few citizens.

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

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

MINUTES: A Candy Davis/Paul Davis motion to approve the December 2, 2024 Council meeting minutes passed on a 6/0 roll call vote.

COMMITTEES:

Finance Committee: A Tim Shaw/Shawn Prebil motion to approve pay request #5 for BKS Excavating Inc for the Albion St Utility and Street Improvement Project in the amount of \$19,297.78 passed on a 6/0 roll call vote.

A Tim Shaw/Shawn Prebil motion to approve the bills and payroll in the amount of \$200,721.08 passed on a 6/0 roll call vote.

A Tim Shaw/Candy Davis motion to approve the bid from Energy Performance Lighting for the City Facilities Lighting Project in an amount not to exceed the amount previously approved by Council [\$60,000] using ARPA funds passed on a 6/0 roll call vote.

A Tim Shaw/Candy Davis motion to approve City of Edgerton Resolution 30-24: Resolution approving the Delinquent Personal Property Tax Write-offs for 2022 passed on a 6/0 roll call vote.

A Tim Shaw/Candy Davis motion to approve City of Edgerton Resolution 29-24: Edgerton Fire Protection 2025 Budget, allowing the Fire Department to exceed expenditure caps, passed on a 6/0 roll call vote.

A Tim Shaw/Candy Davis motion to approve declaring the oldest hybrid police squad surplus and setting the minimum bid at \$10,000 passed on a 6/0 roll call vote.

A Tim Shaw/Candy Davis motion to approve the bid from Jim Edwardson for insulated blinds at the Police Department in the amount of \$2,770 passed on a 6/0 roll call vote.

Personnel Committee: A Candy Davis/Tim Shaw motion to approve the appointment of Zach Nelson to the Municipal Services Director position effective 12/17/24 passed on a 6/0 roll call vote.

APPOINTMENT OF MUNICIPAL JUDGE: A Tim Shaw/Jim Burdick motion to approve the appointment of Jenna Gresens as the Joint Municipal Judge passed on a 6/0 roll call vote.

CLOSED SESSION: Tim Shaw/Shawn Prebil moved to go into closed session pursuant to Wis Stat 19.85(1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session." Discuss and consider development agreement for 407 N Main St. The motion passed on a 6/0 roll call vote.

OPEN SESSION: A Shawn Prebil/Candy Davis motion to go to open session passed on a 6/0 roll call vote.

DEVELOPMENT AGREEMENT FOR 407 N MAIN ST: A Candy Davis/Tim Shaw motion to approve the development agreement with Backyard Properties for 407 N Main St passed on a 6/0 roll call vote.

Being no other business before the Council, a Shawn Prebil/Tim Shaw motion to adjourn passed. All voted in favor.

Wendy Loveland
City Clerk
Adopted January 6, 2025

Memo

To: Common Council
From: Staff
Date: 1/3/2025
Re: January 6, 2025 Meeting

Change Order for EV charging station at Police Station: The original contract with Arch solar included the purchase of the charging station hardware. The charging hardware was less expensive when purchased from Tesla. Staff recommends the city approve the reduction in Arch Solar's contract for the purchase of charging station hardware.

Salary resolution: In addition to the changes to the salary resolution related to the cost-of-living increase (2.5%), the following proposed modifications are included in the resolution:

- Cap wage for lifeguards: Seasonal employees receive a \$0.25 per hour increase each year they return. Several years ago, a cap was established for life guard wage at \$13.00 per hour. Since that time, wages for life guards were increased due to shortage of life guards. The current starting wage for life guards with WSI is \$12.50 per hour. To ensure we retain life guards, staff recommends we increase the cap to \$15.00 per hour
- Removal of the Assistant Aquatic Director position and modify the Aquatic Director position to an Aquatic Co-director position. The Personnel Committee will consider staff's recommendation for the following: appoint McKenzie Patterson to be Co-director with Anne Gohlke; make both employees hourly; and establish the wage for Anne Gohlke at \$33.33 per hour and McKenzie Patterson at \$25.00 per hour

Change order and pay request for Henry Street: The final pay request and change order with BKS for Henry Street increases the project by an additional \$58,265. Change Orders #1 and 2 in the amount \$22,301 were previously approved. The list of items that make up Change Order #3 is provided in your packet. Most of these items are additional costs caused by unknown conditions and conflicts with existing infrastructure in this very old part of town.

The Final Quantities adjustment increases the contract by \$27,756 and is primarily related to extra aggregate due to bad soils. This project is paid for by a TIF.

RESOLUTION No. 01-25
2025 SALARY RESOLUTION
COMMON COUNCIL OF THE CITY OF EDGERTON

WHEREAS, the City of Edgerton employs both union and non-union personnel, and

WHEREAS, it is necessary that the Common Council establish compensation for all non-union personnel, and

WHEREAS, it is necessary that the Common Council amends the established compensation for all non-union personnel as they see fit, and

WHEREAS, the Finance Committee of the Common Council has reviewed the matter of salaries of non-union personnel as spelled out in State Statute 65.04(8)(a) and has submitted a proposed salary schedule which schedule is attached, and

NOW, THEREFORE BE IT RESOLVED that the attached salary range schedule for 2025 is approved as the salary schedule for non-union personnel for the fiscal year 2025

Motion by:

Second by:

Roll Call: Ayes: Noes:

Dated and signed this 6th day of January 2025.

Christopher W. Lund, Mayor

Attest:

Wendy Loveland, City Clerk

2025 NON-UNION SALARY AND WAGE RANGE SCHEDULE

<u>SALARIED EMPLOYEES</u>	<u>2024 Salary</u>	<u>2025 Salary</u>	<u>Remarks</u>
Chief of Police	80,875 - 108,759	82,897 - 111,478	
Deputy Police Chief	75,000 - 95,000	76,875 - 97,375	
Lieutenant of Police	70,000 - 90,000	71,750 - 92,250	
Library Director	64,154 - 86,186	65,758 - 88,341	
Municipal Services Director w/Utility	80,875 - 108,759	82,897 - 111,478	
Treasurer	64,154 - 86,186	65,758 - 88,341	
Clerk	58,681 - 75,923	60,148 - 77,821	
Administrator	94,260 - 126,828	96,616 - 129,999	
Recreation/Aquatic Co-Director	20,812	15,000 - 21,333	Per Season
<u>ELECTED OFFICIALS</u>	<u>2023-2024</u>	<u>2024-2025</u>	<u>Remarks</u>
Mayor (per year-increment for newly elected)	2,520.00	2520.00	
Aldersperson	2,220.00	2220.00	
Municipal Judge	5,411.00	5411.00	
Board of Review (per day)	40.00	40.00	
<u>HOURLY EMPLOYEES</u>			<u>Remarks</u>
City Hall Admin Assistant wage	22.87 - 28.22	23.44 - 28.92	
City Hall LTE Admin Assitant	10.00	10.00	
Police Dept. Admin Assistant wage	22.87 - 28.22	23.44 - 28.92	
Police Dept. P/T Admin Asst	22.87 - 28.22	23.44 - 28.92	
Public Works Lead Operator	28.85 - 33.74	29.57 - 34.59	
Public Works Operator wage	25.10 - 30.98	25.73 - 31.76	
Utility Operator wages	25.10 - 30.98	25.73 - 31.76	
Utility Lead Operator wage	28.85 - 33.74	29.57 - 34.59	
Library Admin Assistants wage	20.84 - 25.71	21.36 - 26.35	
<u>CERTIFICATION / MERIT PAY</u>			
Administrator - 4 Merit Steps	0.70 / per step	0.70 / per step	Certification/Merit pay is in addition to hourly wage
Chief of Police and Muni. Services Dir.- 4 Merit Steps	0.60 / per step	0.60 / per step	
Library Director and City Treasurer - 4 Merit Steps	0.50 / per step	0.50 / per step	
City Clerk - 4 Merit Steps	0.40 / per step	0.40 / per step	Operator includes Public Works Operators, Working Foreman, Utility lead Operators, and Utility Operators.
Operator - 2 Certification Steps	0.70 / per step	0.70 / per step	
Admin and Library Asst - 3 Certification Steps	0.40 / per step	0.40 / per step	
Crossing Guard	15.00	15.00	\$.25 after 3 years \$.25 after 6 years
Pollworkers	10.00	10.00	
Chief Election Inspector	12.00	12.00	
DPW/Parks Part-time Summer	12.00	12.00	\$.25 per year of service
DPW/Cemetery Groundskeeper	15.00	15.00	\$.25 per year of service
Project Inspector	25.00	25.00	
Lifeguards - Starting	10.50	11.50	\$.25 per year of service
With WSI	11.50	12.50	Seasonal returns with
Supervisors	11.50	12.50	favorable evaluations:
Cashiers	8.50	9.00	\$.25/hr per year for DPW/
Concession	8.50	9.00	Parks, Lifeguards, Cashiers,
Maintenance	8.50	9.00	Concession, and Maintenance.

-Cap on Lifeguard hourly wage is \$15.00/hr

Wage increases are granted at the earlier of 2,080 hours worked or every 2 years.
* Last step increase as needed to equal maximum wage of position

- Lifeguards teaching private lessons receive \$4.00 per lesson in addition to wage