

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

Monday, February 3, 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 31, 2025.
4. Council acceptance of agenda.
5. Personal appearances for non-agenda items limited to 3 minutes.
6. Presentation of Energy Investment Grade Audit by Upper 90.
7. Minutes:
 - A. Consider approval of minutes of January 20, 2025 Council meeting.
8. Committee Reports:
 - A. Finance Committee:
 1. Consider approval of bills and payroll vouchers.
 2. Consider declaring leaf vacuum surplus and setting minimum bid.
 3. Consider City of Edgerton Resolution 02-25: Intention to Join the Statewide Public Safety Interoperable Communication System for the City of Edgerton.
 4. Consider City of Edgerton Resolution 03-25: Resolution Authorizing the 2024 Property Tax Equivalent Charged to the Water Utility.
 5. Consider City of Edgerton Resolution 04-25: Resolution Approving Budget Transfers and Amendments for the Year Ending December 31, 2024.
 6. Consider City of Edgerton Resolution 05-25: Resolution Approving the Assigned Fund Balance for the Year Ending December 31, 2024.
 - B. Fire District:
 1. Report on discussion and action taken at previous meeting.
 - C. Parks Committee:
 1. Report on discussion and action taken at previous meeting.
 - D. Redevelopment Authority:
 1. Report on discussion and action taken at previous meeting.

2. Consider Application for a Backdoor Improvement Grant for Tri-County Community Center at 112 N Swift Street to replace four windows and to pressure wash.
3. Consider Exterior Improvement Grant for Tri-County Community Center at 112 N Henry Street to replace three windows and remove a tree.
4. Consider Downtown Interior Improvement Grant for Tri-County Community Center at 112 N Swift St to relocate the main electrical distribution panel.

E. Public Works

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

F. Personnel Committee:

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

9. Consider second reading and adoption 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.

10. Consider second reading and adoption 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.

11. Mayor, alderperson and staff reports.

12. 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 20, 2025 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, Tim Shaw, Jim Burdick and Paul Davis

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

Flanigan confirmed the meeting agendas were properly posted on Friday, January 17, 2025 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, all voted in favor.

PERSONAL APPEARANCES: John Hemmenway, 610 Doty St addressed the Council to raise concerns with his neighbor who is raising chickens and ducks.

MINUTES: A Candy Davis/Shawn Prebil motion to approve the January 6, 2025 Council meeting minutes passed, all voted in favor.

COMMITTEES:

Finance Committee: A Tim Shaw/Shawn Prebil motion to approve change order #3 for BKS Excavating for the Henry St Street and Utility Improvement project for an increase of \$58,276.05 passed on a 6/0 roll call vote.

A Tim Shaw/Shawn Prebil motion to approve the final pay request for BKS Excavating for the Henry St Street and Utility Project in the amount of \$63,437.48 passed on a 6/0 roll call vote.

A Tim Shaw/Candy Davis motion to approve the bills and payroll in the amount of \$1,557,836.35 passed on a 6/0 roll call vote.

A Tim Shaw/Candy Davis motion to approve the addendum to Cedar Corporation Professional Services Agreement for Phase 2 Albion St, Street and Utility Improvement Project passed on a 6/0 roll call vote.

A Tim Shaw/Candy Davis motion to approve the lease agreement with Tim Clark for the cemetery land at \$175/acre passed on a 6/0 roll call vote.

A Tim Shaw/Candy Davis motion to award the bid for the Phase 2 Albion St, Street and Utility Improvement Project to RT Fox in the amount of \$1,290,871.50 passed on a 6/0 roll call vote.

A Tim Shaw/Candy Davis motion to approve the Developer Agreement with Foursight Development for the extension of Diane Dr passed on a 6/0 roll call vote.

A Tim Shaw/Candy Davis motion to approve the quote from Al Beyer for the HVAC modifications at the Police Station in the amount of \$2,489 using ARPA funds passed on a 6/0 roll call vote.

A Tim Shaw/Candy Davis motion to approve the contract with Baker Tilly for a single audit in an amount not to exceed \$14,000 passed on a 6/0 roll call vote.

Public Works: A Jim Burdick/Shawn Prebil motion to approve the purchase of a new bucket truck from Petitt Trucks in the amount of \$65,000 passed on a 6/0 roll call vote.

A Jim Burdick/Shawn Prebil motion to declare the bucket truck and mower surplus and set the minimum bid for bucket truck at \$7,000 and the mower at \$2,000 passed on a 6/0 roll call vote.

Redevelopment Authority: A Michelle Crisanti/Candy Davis motion to approve a Backdoor Improvement Grant for 102 W Fulton St for Forward Therapy, in the amount of \$5,000 passed on a 6/0 roll call vote.

Plan Commission: A Paul Davis/Jim Burdick motion to introduce and approve 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 passed on a 6/0 roll call vote.

A Paul Davis/Jim Burdick motion to introduce and approve 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 passed on a 6/0 roll call vote.

A Jim Burdick/Candy Davis motion to approve a preliminary Certified Survey Map to create one residential lot west of Diane Dr for Foursight Development Group passed on a 6/0 roll call vote.

A Jim Burdick/Paul Davis motion to approve a final Certified Survey Map to create two residential lots west of Diane Drive for Foursight Development Group passed on a 6/0 roll call vote.

MAYOR APPOINTMENTS: A Tim Shaw/Michelle Crisanti motion to approve the Mayor’s appointment of Alyssa Hebgen to the Library Board, all voted in favor.

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

Wendy Loveland
City Clerk
Adopted February 3, 2025

Memo

To: Common Council
From: Staff
Date: 1/31/2025
Re: February 3, 2025 Meeting

Police Radio Upgrades: The Edgerton Police Department has applied for a grant to replace the 20-year plus radios currently being used by the Department. The Wisconsin Department of Military Affairs (DMA) through the FY2025 Interoperability Radio Grant Program is offering the grant. The intent of this grant is to assist local government agencies with purchasing radios and equipment needed to transition operations from the existing VHF WISCOM system to the new 7/800 MHz WISCOM system.

To qualify for this grant, a municipality must provide a resolution (attached) or other written commitment from the local unit of government's governing body indicating the local unit of government's intention to pay for 20 percent of the total grant awarded. A one-time reimbursement of 80% of the total cost for the radios will occur when closeout materials are submitted to the DMA. Funding for the radios will be available from a reduction in health insurance costs due to staffing changes in the Police Department.

Three quotes for the radios were obtained and BANDT Communications can provide the radios that best meet the requirements and needs of the department.

- * BANDT Communications – Kenwood VP8000 radios - \$45,486.90
- * GenComm Communications – Kenwood VP8000 radios - \$57,160.56
- * Baycom, Inc. – Motorola APX-NEXT Portable radios - \$109,590.60

Surplus Leaf Vacuum: Staff is requesting to surplus the leaf vacuum. The leaf vacuum has not been in service for several years due to mechanical problems. There will be no change to the leaf collection operations by auctioning the leaf vacuum. Staff recommends a \$200 minimum bid be set.

Memo

To: RDA
From: Staff
Date: 1/31/2025
Re: February 3, 2025 Meeting

Tri County Community Center Backdoor Grant: Tri County Community Center is seeking a grant to purchase four replacement windows on the back side of the building and to pressure wash the front and side of the building. The white, vinyl windows will fill the existing openings and have grills to mimic the existing windows. The windows will be installed by Ridge Top Exteriors. The window bid is \$11,919.46 and the pressure washing bid is for \$795.

Policy questions include:

- Does this qualify as a *Backdoor Grant*? If it does, then the windows alone will exceed the maximum grant amount the award of \$5,000 and the award would not have to include the pressure washing. If the RDA determines that this is not a *Backdoor Grant* but instead an *Exterior Improvement Grant*, then the grant amount for the windows, not including the pressure washing, would be \$4,767.78
- Is pressure washing grant eligible or is this a maintenance item? The program policy does not anticipate pressure washing as an eligible expense.
- Is the RDA comfortable with funding a project that does not include installation?
- The applicant has applied for three grants. The current policy using the Limited ED funds is that only one grant is allowed per year. Now that the new TIF is in place, which can provide more funding, does the RDA wish to remove the one grant per year restriction on the Limited ED fund? There is approximately \$50,000 remaining in the Limited ED Fund.
- The applicant has asked for two different grants for window replacement. Should the window replacement be considered one grant and will the RDA allow the applicant to split the project to allow for two grant applications.

Tri County Community Center Exterior Improvement Grant: Tri County Community Center is seeking a grant to remove a tree and to purchase two replacement windows for the front side, first floor and a third on upper floor. The white, vinyl windows will fill the existing openings and have grills to mimic the existing windows. The windows will be installed by Ridge Top Exteriors. The window bid is \$11,472. The maximum grant for the windows is \$4,589.08. The application also requested funding to remove a tree on the south side of the building for \$3,675. If the tree removal is program eligible, the maximum grant would be \$5,000.

Policy questions include:

- Is tree removal grant eligible? The program policy does not anticipate tree removal as an eligible expense.
- Is the RDA comfortable with funding a project that does not include installation?
- Can the applicant apply for more than one grant. (See discussion above)

Tri County Community Center Interior Improvement Grant: Tri County Community Center is seeking a grant to put a new electrical service panel on the first floor and remove the current box that is in a basement tunnel. The bid for the project is \$25,909. The maximum grant for the work is \$3,000.

Policy questions include:

- Can the applicant apply for more than one grant. (See discussion above)

**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: February 3, 2025
Adopted: February 3, 2025
Published: February 5, 2025
Dated: February 3, 2025

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 3rd 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: February 3, 2025

Adoption: February 3, 2025

Published: February 5, 2025

Dated: February 3, 2025

Christopher W. Lund, Mayor

Wendy Loveland, City Clerk

