

**Date: Wednesday, April 6, 2016**  
**Time: 7:15 pm**  
**Place: City Hall**

## **FINANCE AND TAXATION COMMITTEE**

- A. CALL TO ORDER & ROLL CALL
- B. CORRECTION OF MINUTES
- C. BUSINESS: OPEN

- 1. APPROVE SALE OF 2003 DODGE DURANGO (FIRE DEPT. COMMAND VEHICLE).

Fire Chief Rausch is requesting permission to dispose of the 2003 Dodge Durango fire department command vehicle which is being replaced by a new Ford Explorer. The vehicle has been advertised on the department website, social media and print advertising.

The Lanark Illinois Fire Protection District offer of \$15,001 was the highest of seven offers received.

Chief Rausch is requesting that the finance committee accept the offer and return the money to the fire department capital account to help offset the purchase of the new vehicle and associated emergency equipment.

|                               |                   |
|-------------------------------|-------------------|
| Individual Requesting Item    | Fire Chief Rausch |
| Expected Length of Discussion | 5                 |

- 2. REIMBURSEMENT TO GREEN COUNTY HISTORICAL SOCIETY FOR REPAIRS TO HEATING SYSTEM OF MUSEUM

|                               |                    |
|-------------------------------|--------------------|
| Individual Requesting Item    | City Administrator |
| Expected Length of Discussion | 5 minutes          |

Documents: [D-2016-03-31\\_Communication Form-GCHS-Reimbursement.pdf](#), [C-GCHS\\_Reimbursement\\_2016 -03-21.pdf](#), [D-GCHS\\_Lease Agreement\\_2010-07-01.pdf](#)

- D. BUSINESS BY MEMBERS

May make brief informative statements or bring up items to be discussed at a future meeting.

- E. ADJOURNMENT

***This Committee may take any action it considers appropriate related to any item on this agenda.***

Requests from persons with disabilities who need assistance to participate in this meeting, including need for an interpreter, materials in alternate formats, or other accommodations, should be made to the Office of the City Clerk at (608) 329 2564 with as much advance notice as possible so that proper arrangements can be made.

Notice is hereby given that a majority of the members of the Common Council of the City of Monroe may be present at this meeting to gather information about the matters set forth on this agenda. This notice is given pursuant to the Wisconsin Open Meetings Law.

**Members: Chairperson Reid Stangel, Brooke Bauman, Louis Armstrong, and Alternate**

**Chris Beer**

**Youth in Government Members: Nate Smith, Abby Yurs**



# CITY OF MONROE

## COUNCIL/COMMITTEE COMMUNICATION FORM

MEETING: Finance Committee

MEETING DATE: April 2016

SUBJECT: Reimburse Green County Historical Society  
DATE SUBMITTED: March 31, 2016  
SUBMITTED BY: City Administrator

**POLICY QUESTION:** SHOULD THE CITY REIMBURSE THE GREEN COUNTY HISTORICAL SOCIETY FOR REPAIRS OF THE HEATING SYSTEM LAST DECEMBER?

**ISSUE SUMMARY:**

On March 21 I received a letter from the Green County Historical Society requesting reimbursement of \$551.89 per the current lease agreement. The amount was spent toward repair of the heating system at the museum. Under section 4 of the Agreement, "Lessor shall ... maintain the heating plant in the Building in good repair ..."

**FISCAL IMPACT:** \$551.89.

**ATTACHMENTS:** REQUEST FROM GREEN COUNTY HISTORICAL SOCIETY  
COPY OF CURRENT LEASE AGREEMENT

**STAFF RECOMMENDATION: *Reimburse the Society for the amount requested - to come from the Contingency Fund.***

APPROVED FOR SUBMITTAL BY:

\_\_\_\_\_  
City Staff Member

\_\_\_\_\_  
City Administrator

CITY CLERK USE ONLY  
BOARD ACTION TAKEN

Resolution No. \_\_\_\_\_

Ordinance No. \_\_\_\_\_

Approved \_\_\_\_\_

Other \_\_\_\_\_

Continued To: \_\_\_\_\_

Referred To: \_\_\_\_\_

Denied \_\_\_\_\_

File No. \_\_\_\_\_

□

# Green County Historical Society

P O Box 804  
Monroe WI 53566-0804

March 21, 2016

Phil Rath  
City Administrator  
City of Monroe  
1110 18<sup>th</sup> Ave  
Monroe WI 53566

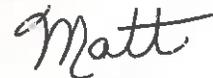
Dear Phil,

As per our lease with the City of Monroe, the Green County Historical Society would like to request reimbursement of the \$551.89 that was paid to Grossen Heating for repairs made to the heating system at the museum. The upstairs furnace was not working in December, so we had it repaired immediately.

Should you have any questions, please contact me by either of the two options listed below.

I thank you, in advance, for your continued cooperation.

Sincerely,



Matt Figi, treasurer

[mfigi48@tds.net](mailto:mfigi48@tds.net)

325-6503

# GROSSEN

W8348 Pilz Road  
Browntown, WI 53522

Heating & Air Conditioning Service LLC

608-325-5475

|                  |   |                                       |        |          |                      |                  |                 |
|------------------|---|---------------------------------------|--------|----------|----------------------|------------------|-----------------|
| NAME             |   | <i>Green County Historical Museum</i> |        |          |                      |                  |                 |
| ADDRESS          |   |                                       |        |          |                      |                  |                 |
|                  |   |                                       |        | PH. NO.  | DATE <i>12-29-15</i> |                  |                 |
| SOLD BY          | CASH  | C.O.D.                                | CHARGE | ON ACCT. | MDSE.RETD.           | PAID OUT         | LAYAWAY         |
| QTY.             | DESCRIPTION                                   |                                       |        |          |                      | PRICE            | AMOUNT          |
| <i>1</i>         | <i>Control board</i>                          |                                       |        |          |                      |                  | <i>\$286.34</i> |
| <i>2</i>         | <i>16x25x1 Pleated air filters</i>            |                                       |        |          |                      | <i>\$6.50 ea</i> | <i>\$13.00</i>  |
| <i>1</i>         | <i>Natural gas valve</i>                      |                                       |        |          |                      |                  | <i>\$94.70</i>  |
| <i>1</i>         | <i>Focus Pro T-stat 5 yr warranty service</i> |                                       |        |          |                      |                  | <i>\$82.85</i>  |
|                  |   |                                       |        |          |                      |                  | <i>\$75.00</i>  |
|                  |   |                                       |        |          |                      |                  | <i>\$551.89</i> |
| <i>PAID</i>      |   |                                       |        |          |                      |                  |                 |
| <i>12/31/15</i>  |   |                                       |        |          |                      |                  |                 |
| <i>ck # 1200</i> |   |                                       |        |          |                      |                  |                 |
|                  |   |                                       |        |          |                      | TAX              |                 |
| RECEIVED BY      |   |                                       |        |          |                      | TOTAL            |                 |

**No. 005503**

ALL CLAIMS AND RETURNED GOODS  
MUST BE ACCOMPANIED BY THIS BILL.

GP-153-3  
PRINTED IN U.S.A.

*Thank You*

**LEASE AGREEMENT**

*original copy*

**This Agreement** is made as of July 1, 2010, between the City of Monroe, a Wisconsin municipal corporation ["Lessor"] and the Green County Historical Society, a corporation organized under the laws of the State of Wisconsin ["Lessee"].

*paid \$7.00  
3-2-10*

**Whereas**, Lessor owns the following described real estate [the "Realty"]:

Lot One Hundred Twenty-seven (127), Lybrand's Donation to the City of Monroe, Green County, Wisconsin, according to the recorded plat thereof.

and

**Whereas**, located on the Realty is a building previously used by the First Unitarian Universalist Church [the "Building"], and

**Whereas**, Lessee wishes to use the Building as a museum where Lessee will display a variety of exhibits and articles having historical significance.

**Now, Therefore**, in consideration of the mutual agreements herein contained, the parties agree as follows:

1. Lessor hereby leases the Realty to Lessee, for the use and purposes hereinafter stated, for a term of seven years at an annual rental of \$1.00. This lease shall terminate at 11:59 p.m. on June 30, 2017.

2. Lessee shall supply exhibits of historical material, arrange these in a suitable manner for public display, supply attendants and to keep the display area open to the public at reasonable times throughout the year and may further use the Building and the Realty for activities related to the maintenance of such museum, including meetings of Lessee's members. Lessee may make reasonable and necessary changes in the interior of the Building within the restrictions set out in the conveyance of the Realty to Lessor, a copy of which is attached hereto.

3. Lessee shall maintain the interior of the Building, at its own expense, and pay all charges for electricity and telephone services provided to the Building and the Realty. Admissions to the museum shall be collected by the Lessee.

4. Lessor shall maintain the exterior of the Building, including any necessary exterior repairs, provide \$2,000.00 towards the purchase of gas per year for heating the Building, maintain the heating plant in the Building in good repair and provide for snow removal. Notwithstanding the foregoing, if the Building or any of its mechanical systems, requires any repair, the estimated cost of which exceeds \$5,000.00, and Lessee is unwilling or unable to contribute to such repair in an amount that will reduce the cost to \$5,000.00 or less, then the Lessor shall have the option to terminate this lease and not complete such repair. Lessee shall not be deemed to be unwilling or unable to contribute to a repair unless Lessor has provided to Lessee a written notice setting forth the amount that Lessee must contribute and Lessee has either refused or failed to contribute such sum within 5 days following delivery of such notice. If Lessor terminates this lease pursuant to this paragraph then Lessor shall not be liable to Lessee for any damage related to the failure of Lessor to undertake the repair.

**LEASE AGREEMENT**

City of Monroe, Lessor; Green County Historical Society, Lessee

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5. Lessor shall maintain adequate and reasonable insurance against damage of the Building by fire, storm or other perils. The risk of damage to or destruction of personal property of Lessee resulting from fire, storm or other perils shall be solely Lessee's and Lessee shall procure and maintain such insurance coverage against damage of Lessee's property in the Building by fire, storm or other perils as Lessee deems appropriate.

6. Lessee shall procure and keep in force at all times during the term of this Lease, at Lessee's expense, public liability insurance, including bodily injury and property damage, in such amount as shall be from time to time required by Lessor. Lessor shall be named as an additional insured party under such policy or policies. Lessee shall furnish Lessor with a certificate or certificates, issued by the insurance carrier, evidencing such insurance.

7. In the event net income of Lessee from operation of the museum, exclusive of donations, membership fees, or sale of assets, shall in any year exceed the sum of \$4,000.00, Lessee shall pay to the City twenty-five percent of all income over \$4,000.00 as additional rent.

8. A member of the City Council, designated by that body, shall be made a member of the Board of Directors of Lessee, and shall be entitled to attend all meetings of said Board and to vote as a member of said Board.

In Witness Whereof, the parties have executed this agreement as of the date and year first above written.

**CITY OF MONROE**

By: William M. Ross  
Ronnie G. Marsh, Mayor  
*William M. Ross*

By: Carol J. Stamm  
Carol J. Stamm, City Clerk

Countersigned:

Cathy Maurer  
Cathy Maurer, Comptroller

**GREEN COUNTY HISTORICAL SOCIETY**

By: Christie K. Strait  
Christie K. Strait, President

By: Ranele R. Connors  
Ranele R. Connors, Secretary