

**CITY OF CEDARBURG  
MEETING OF COMMON COUNCIL  
MONDAY JULY 25, 2022 – 7:00 P.M.**

A meeting of the Common Council of the City of Cedarburg, Wisconsin, will be held on **Monday, July 25, 2022 at 7:00 p.m.** The meeting will be held online utilizing the zoom app and in-person at City Hall, W63 N645 Washington Avenue, Cedarburg, WI., in the second floor Council Chambers. Information on how to access the meeting is attached to the meeting packet or can be accessed by clicking the following link: [Common Council Meeting | City of Cedarburg](#)

**AGENDA**

1. CALL TO ORDER - Mayor Michael O’Keefe
2. MOMENT OF SILENCE
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL: Present – Common Council – Mayor Michael O’Keefe, Council Members Sherry Bublitz, Jack Arnett, Rick Verhaalen, Robert Simpson, Kristen Burkart, Patricia Thome, and Angus Forbes
5. STATEMENT OF PUBLIC NOTICE
6. COMMENTS AND SUGGESTIONS FROM CITIZENS\*\* Comments from citizens on a listed agenda item will be taken when the item is addressed by the Council. At this time individuals can speak on any topic not on the agenda for up to 5 minutes, time extensions at the discretion of the Mayor. No action can be taken on items not listed except as a possible referral to committees, individuals, or a future Council agenda item.
7. NEW BUSINESS
  - A. Discussion and possible action to consider bids received for the Dorchester Drive Lift Station Rehabilitation project construction contract\*
  - B. Discussion and possible action on Ordinance No. 2022-14 to consider amending Section 10-1-27 of the Code of Ordinances to authorize the prohibition of parking on the north side of Sherman Road for 1,900 feet west of Wauwatosa Road to Stony Kettle Drive\*
  - C. Discussion and possible action on request to use ARPA funds to make up difference in price of televising camera.\*
  - D. Discussion and possible action on Resolution No. 2022-21 and Resolution No. 2022-22 to approve the loan application for BCPL State Trust Fund Loan Program\*

- E. Discussion and possible action on memorial wall for former Mayor James Coutts to be located on the patio on the east side of the Community Gym at W63 N643 Washington Avenue\*

8. CONSENT AGENDA

- A. Approval of July 11, 2022, Council Meeting Minutes\*
- B. Consider approval of new and renewal 2022-2023 operator licenses

Ashley T. Cizek

Thomas E. Wise

Jaclyn C. Bodi

Zachary R. Lewis-Grill

Amy L. Clark

Caryn M. Sager

Kelly S. Einbeck

John C. Wallus

Mark C. Kowalkowski

- C. Discussion and possible action on payment of bills dated 7/08/2022 through 7/15/2022, transfers for the period 7/14/2022 through 7/19/2022 and payroll for period 6/26/2022 through 7/09/2022\*

9. REPORTS OF CITY OFFICERS AND DEPARTMENT HEADS

- A. City Administrator's Report\*

10. COMMUNICATIONS

- A. Comments and suggestions from citizens\*\*
- B. Comments and announcements by Council Members
- C. Mayor's Report

12. ADJOURNMENT – CLOSED SESSION

It is anticipated the Common Council will adjourn to closed session pursuant to State Statute 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conduction other specified public business whenever competitive or bargaining reasons require a closed session, more specifically, Item 12. A&B

- A. Approval of Closed Session minutes from June 27, 2022
- B. Review of Tax Incremental Finance Agreement for Fox Run Development project located at N49 W6337 Western Road

13. RECONVENE TO OPEN SESSION

14. NEW BUSINESS – CONTINUED

- F. Discussion and possible action on Tax Incremental Finance Agreement for Fox Run Development project located at N49 W6337 Western Road

11. ADJOURNMENT

Individual members of various boards, committees, or commissions may attend the above meeting. It is possible that such attendance may constitute a meeting of a City board, committee or commission pursuant to State ex. rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 NW 2d 408 (1993). This notice does not authorize attendance at either the above meeting or the Badke Meeting but is given solely to comply with the notice requirements of the open meeting law.

\* *Information attached for Council; available through City Clerk's Office.*

\*\* *Citizen comments should be primarily one-way, from citizen to the Council. Each citizen who wishes to speak shall be accorded one opportunity at the beginning of the meeting and one opportunity at the end of the meeting. Comments should be kept brief. If the comment expressed concerns a matter of public policy, response from the Council will be limited to seeking information or acknowledging that the citizen has been understood. It is out of order for anyone to debate with a citizen addressing the Council or for the Council to take action on a matter of public policy. The Council may direct that the concern be placed on a future agenda. Citizens will be asked to state their name and address for the record and to speak from the lectern for the purposes of recording their comments.*

\*\*\* *Information available through the Clerk's Office.*

City of Cedarburg is an affirmative action and equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, disability, age, sexual orientation, gender identity, national origin, veteran status, or genetic information. City of Cedarburg is committed to providing access, equal opportunity and reasonable accommodation for individuals with disabilities in employment, its services, programs, and activities.

To request reasonable accommodation, contact the Clerk's Office,  
(262) 375-7606, email: [cityhall@ci.cedarburg.wi.us](mailto:cityhall@ci.cedarburg.wi.us).



## **CITY OF CEDARBURG PUBLIC MEETING POLICY DURING COVID-19**

The City of Cedarburg will begin utilizing [zoom](#), an online meeting tool, to conduct City meetings. This includes all public meetings. We are cancelling all non-essential meetings and limiting agenda items but there are items that do require decisions to be made so that projects throughout the City can continue or get completed in a timely manner. We will continue to adhere to open meeting laws as set forth by the State of Wisconsin.



Most recently the Wisconsin Department of Justice issued an advisory on March 16, 2020, addressing this issue and stating that: “Governmental bodies typically can meet their open meetings obligations, while practicing social distancing to help protect public health, by conducting meetings via telephone conference calls if the public is provided with an effective way to monitor such calls (such as public distribution, at least 24 hours in advance, of dial-in information for a conference call).” The advisory emphasizes that “When an open meeting is held by teleconference or video conference, the public must have a means of monitoring the meeting. DOJ concludes that, under the present circumstances, a governmental body will typically be able to meet this obligation by providing the public with information (in accordance with notice requirements) for joining the meeting remotely, even if there is no central location at which the public can convene for the meeting.

## **CITY OF CEDARBURG MEETING PROCEDURES DURING COVID-19 FOR PUBLIC**

To download [zoom](#) on your mobile device, click on one of the following:



Here are the procedures for public to be able to view a meeting live through [zoom](#).

1. Contact the City Administrator, Mikko Hilvo, 2 hours in advance of the meeting you wish to attend via [zoom](#) by emailing him at [mhilvo@ci.cedarburg.wi.us](mailto:mhilvo@ci.cedarburg.wi.us).
2. In your email Subject line please put down the meeting that you wish to attend (example: Common Council Meeting on 3-30-20 at 7:00pm).
3. Provide your Name, Address, Email, Phone Number to him via email with a request to join the meeting.
4. You will receive an invite to the meeting via email. Click on the invite prior to the meeting being held. The meeting will be open 10 minutes prior to the scheduled meeting start time so you can check your microphone and camera setup.
5. All public participants will have their microphone muted.
6. If, during public comment, anyone wishes to talk they should request to do so through the chat feature or by using the “hand” to wave at the meeting organizer. The administrator of the meeting will unmute you at the appropriate time and ask you to make your comments.

If you are unable to utilize a computer, iPad, or tablet to view the meeting you can call or email ahead of time and a phone number will be given to you to call in on. If you do call in, we ask that you put your phone on mute when you are not talking. If you need an agenda, we can email one to you.

Contact Info: Mikko Hilvo, City Administrator, [mhilvo@ci.cedarburg.wi.us](mailto:mhilvo@ci.cedarburg.wi.us), (262) 375-7917.



## **CITY OF CEDARBURG MEETING PROCEDURES DURING COVID-19 – FOR STAFF & BOARD MEMBERS**

The City of Cedarburg will be utilizing the [zoom](#) app to hold public meetings starting March 23, 2020 until April 30, 2020. All meetings will adhere to Wisconsin Open Meetings Law. The [zoom](#) app provides an option for the public to join the meeting via computer, iPad, tablet, or phone. Meetings will also be recorded and made available through our Clerks office for viewing at a later time.

Here are the procedures for staff and board members to utilize [zoom](#).

1. The City Administrator, Mikko Hilvo, will email a meeting invite to each staff and board member 24 hours prior to the meeting.
2. If another staff member, council member, or presenter needs access to the meeting and the ability to discuss an item they should request to get a meeting invite by emailing [mhilvo@ci.cedarburg.wi.us](mailto:mhilvo@ci.cedarburg.wi.us) at minimum 6 hours prior to the meeting.
3. In your email Subject line please put down the meeting that you wish to attend. (Example: Common Council Meeting on 3-30-20 at 7:00pm)
4. Provide your Name, Address, Email, Phone Number and reason for attending the meeting to the administrator.
5. All agendas and documents that need to be shared during the meeting will be sent to members ahead of time and also provided electronically to the meeting organizer (City Administrator).
6. All meetings will be open 10 minutes prior to the scheduled meeting start time so you can check your microphone and camera setup.
7. All staff and/or board members will have their microphones on unless they mute it themselves. All public participants will have their microphone muted except during public comments or if they use the chat feature asking the administrator for permission to speak.
8. All Votes will be done through roll call.

If you are unable to utilize a computer, iPad, or tablet to participate in the meeting you can call or email ahead of time and a phone number will be given to you to call in on. If you do call in, we ask that you put your phone on mute when you are not talking. If you need an agenda, it can be emailed to you.

Contact Info: Mikko Hilvo, City Administrator, [mhilvo@ci.cedarburg.wi.us](mailto:mhilvo@ci.cedarburg.wi.us), (262) 375-7917.

**CITY OF CEDARBURG**

**MEETING DATE:** July 25, 2022

**ITEM NO:** 7.A.

**TITLE:** Discussion and possible action to consider bids received for the Dorchester Drive Lift Station Rehabilitation Project construction contract (Public Works and Sewerage Comm. 7/14/22)

**ISSUE SUMMARY:** Staff advertised and received bids for the Dorchester Drive Lift Station Rehabilitation Project construction contract. A total of three bids were received, with the low bid submitted by Advanced Construction. Advanced Construction has successfully completed projects in Cedarburg in the past. Their most recent work in Cedarburg was on the Sheboygan Road Lift Station Project.

Advanced Construction's bid was for \$ 573,157.00, was slightly above the engineer's estimate and significantly above our budget of \$350,000. The next two bids were significantly higher.

**STAFF RECOMMENDATION:** Staff recommends award of the Dorchester Drive Lift Station Rehabilitation contract to Advanced Construction, based on their low bid of \$ 573,157.00.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:** The Public Works and Sewerage recommended award of the Dorchester Drive Lift Station contract to Advanced Construction.

**BUDGETARY IMPACT:** \$ 573,157.00 is above budget, however due to supply chain issues the work would likely not take place until 2023. So, the \$350,000 budgeted for this year could be encumbered and the additional money budgeted for in 2023.

**ATTACHMENTS:** Bid Tabulation

**INITIATED/REQUESTED BY:** Mike Wieser, Dennis Grulkowski

**FOR MORE INFORMATION CONTACT:** Mike Wieser – Director of Engineering and Public Works  
262-375-7610  
Dennis Grulkowski – Water Recycling Center Superintendent  
262-375-7900

**City of Cedarburg Dorchester Drive Lift Station Upgrade - Construction Contractors - Bid Tab**

*Proposals Submitted June 28, 2022*

	<b>Advanced Construction</b>	<b>Mid City Corp</b>	<b>August Winter &amp; Sons</b>
Lump Sum Bid Price	\$ 573,157.00	\$ 677,945.00	\$ 707,500.00

**CITY OF CEDARBURG  
PUBLIC WORKS AND SEWERAGE COMMISSION  
July 14, 2022**

**PW/SEW20220714-1  
UNAPPROVED**

A regular meeting of the Public Works and Sewerage Commission of the City of Cedarburg, Wisconsin, was held Thursday, July 14, 2022. This meeting was held at Cedarburg City Hall, W63N645 Washington Avenue, lower level, room 2. The meeting was called to order at 7:00 p.m. by Mayor Michael O’Keefe.

Roll Call: Present – Ryan Hammetter, Bill Oakes, Bob Dries, Sandy Beck, Mayor Michael O’Keefe, Andrew Hester, Gary Graham

Excused- Charles Schumacher, Council Member Rick Verhaalen

Also Present - Director of Engineering Michael Wieser, Cedarburg Water Recycling Center Superintendent Dennis Grulkowski

**STATEMENT OF PUBLIC NOTICE**

Secretary Kim Esselmann confirmed that proper legal notice of the meeting had been given.

**APPROVAL OF MINUTES**

Motion made by Commissioner Oakes, seconded by Commissioner Graham, to approve the minutes of June 9, 2022. The motion carried unanimously with Council Member Verhaalen and Commissioner Schumacher excused.

**COMMENTS AND SUGGESTIONS FROM CITIZENS**

No comments or suggestions were offered at this time.



**CONSIDER BIDS RECEIVED FOR THE DORCHESTER DRIVE LIFT STATION REHABILITATION PROJECT; AND ACTION THEREON**

Director Wieser explained that three bids were received for the Dorchester Drive Lift Station Rehabilitation Project with the low bid of \$573,157 being submitted by Advance Construction. Advance Construction successfully completed the Sheboygan Road Lift Station Project for the City in 2016. The low bid came in significantly above the \$350,000 that is budgeted for the project.

Discussion was held and Superintendent Grulkowski explained that the generator for this project is at least one year out. If we sign the contract now, this will lock us in for this dollar

amount when the project starts next year. The City has \$350,000 budgeted for this project this year which will be incurred and another \$200,000 will need to be budgeted for next year.

Motion made by Commissioner Oakes, seconded by Commissioner Dries, to ask the Common Council to approve and sign the bid with Advanced Construction for the Dorchester Drive Lift Station Project. The motion carried unanimously with Council Member Verhaalen and Commissioner Schumacher excused.

**CONSIDER REQUEST TO PROHIBIT ON-STREET PARKING ON THE NORTH SIDE OF SHERMAN ROAD FOR 1,900 FEET WEST OF WAUWATOSA ROAD (STH 181) TO STONEY KETTLE DRIVE; AND ACTION THEREON**

Director Weiser stated he received an e-mail from the residents of the Seidler Pond Subdivision as they are requesting the placement of No Parking signage on the north side of Sherman Road from the crest of the hill west of Wauwatosa Road to the Seidler Pond tennis court drive located at the bottom of the hill. They have seen an increase in vehicles parking in this area over the last several years. There is a narrow shoulder along Sherman Road which makes the parked cars obstruct the driving lane. This creates a dangerous situation as westbound traffic over the crest of the hill is forced to cross over the centerline to get by the parked vehicles.

Public Works Director Adam Monticelli from the Town of Cedarburg was contacted to discuss the parking situation on Sherman Road. The south side of Sherman Road is the Town of Cedarburg. He did not have an issue with this nor did the Cedarburg Police Chief. There would be about 3-4 signs every 300-400 feet

Motion made by Commissioner Dries, seconded by Commissioner Oakes, to ask the Common Council to approve and amend the ordinance to allow No Parking signage on the north side of Sherman Road 1,900 feet west from Wauwatosa Road to Stoney Kettle Drive. The motion carried unanimously with Council Member Verhaalen and Commissioner Schumacher excused.

**REPORTS**

**Update on Public Works Operations**

Director Wieser stated they have been very busy with Strawberry Fest, 4<sup>th</sup> of July and then Maxwell Street Days. Eleven DPW workers were active to drive trucks to block intersections and pick up after the parade. Another brush pickup was completed and the crews are prepping the park for the All Children's Playground equipment.

The work on Sheboygan Road that AT&T did is done and restored.

Work has not started on the Highland Bridge to date.

**CITY OF CEDARBURG**

**MEETING DATE:** July 25, 2022

**ITEM NO: 7.B.**

**TITLE:** Discussion and possible action to approve Ordinance No. 2022-14 amending section 10-1-27 of the Code of Ordinances to authorize the prohibition of parking on the north side of Sherman Road for 1,900 west of Wauwatosa Road to Stony Kettle Drive (Public Works and Sewerage Comm. 7/14/22)

**ISSUE SUMMARY:** The residents of the Seidler Pond Subdivision are requesting the placement of No-Parking signage on the north side of Sherman Road from the crest of the hill west of Wauwatosa Road to the Seidler Pond Tennis court drive located at the bottom of the hill. They have seen an increase in vehicles parking in this area over the last several years. There is a narrow shoulder along Sherman Road which makes the parked cars obstruct the driving lane. This creates a dangerous situation as westbound traffic is forced to cross over the centerline over the hill to get by parked vehicles.

Staff does not object to the parking prohibition in this area.

**STAFF RECOMMENDATION:** Adopt Ordinance No. 2022-14

**BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION:** The Public Works and Sewerage Commission at its meeting on July 14, 2022 recommended the parking prohibition.

**BUDGETARY IMPACT:** Cost for No Parking signs.

**ATTACHMENTS:**

- Copy of proposed ordinance

**INITIATED/REQUESTED BY:** Mike Wieser

**FOR MORE INFORMATION CONTACT:** Mike Wieser-Director of Engineering and Public Works  
262-375-7610

**ORDINANCE NO. 2022-14**

**An Ordinance Prohibiting Parking on the north side of Sherman Road for 1,900 feet west of Wauwatosa Road (STH 181) to Stony Kettle Drive**

The Common Council of the City of Cedarburg, Wisconsin does hereby ordain as follows:

**SECTION 1.** Section 10-1-27 (Parking Prohibited Zones) of the Code of Ordinances of the City of Cedarburg is hereby amended as follows:

- (a) **Parking Prohibited Zones.** No person shall park or leave standing any vehicle upon any of the following highways, streets, or parts thereof, except temporarily for the purpose of and while actually engaged in receiving or discharging passengers. Either the operator or owner of any vehicle may be held responsible for the violation of this section.

(91) On the north side of Sherman Road for a distance of one thousand nine hundred (1,900) feet west of the west edge of pavement of Wauwatosa Road (STH 181) to Stony Kettle Drive.

**SECTION 2. SEVERABILITY.** Several Sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful, or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision and shall not affect the validity of any other provisions, sections, or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

**SECTION 3. EFFECTIVE DATE.** This ordinance shall take effect and be in force from and after its passage and publication as provided by law.

Passed and adopted this 25<sup>th</sup> day of July 2022

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Michael J. O'Keefe

Attest:

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Tracie Sette, City Clerk

Approved as to form:

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Michael P. Herbrand

amount when the project starts next year. The City has \$350,000 budgeted for this project this year which will be incurred and another \$200,000 will need to be budgeted for next year.

Motion made by Commissioner Oakes, seconded by Commissioner Dries, to ask the Common Council to approve and sign the bid with Advanced Construction for the Dorchester Drive Lift Station Project. The motion carried unanimously with Council Member Verhaalen and Commissioner Schumacher excused.



**CONSIDER REQUEST TO PROHIBIT ON-STREET PARKING ON THE NORTH SIDE OF SHERMAN ROAD FOR 1,900 FEET WEST OF WAUWATOSA ROAD (STH 181) TO STONEY KETTLE DRIVE; AND ACTION THEREON**

Director Weiser stated he received an e-mail from the residents of the Seidler Pond Subdivision as they are requesting the placement of No Parking signage on the north side of Sherman Road from the crest of the hill west of Wauwatosa Road to the Seidler Pond tennis court drive located at the bottom of the hill. They have seen an increase in vehicles parking in this area over the last several years. There is a narrow shoulder along Sherman Road which makes the parked cars obstruct the driving lane. This creates a dangerous situation as westbound traffic over the crest of the hill is forced to cross over the centerline to get by the parked vehicles.

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Motion made by Commissioner Dries, seconded by Commissioner Oakes, to ask the Common Council to approve and amend the ordinance to allow No Parking signage on the north side of Sherman Road 1,900 feet west from Wauwatosa Road to Stoney Kettle Drive. The motion carried unanimously with Council Member Verhaalen and Commissioner Schumacher excused.

**REPORTS**

**Update on Public Works Operations**

Director Wieser stated they have been very busy with Strawberry Fest, 4<sup>th</sup> of July and then Maxwell Street Days. Eleven DPW workers were active to drive trucks to block intersections and pick up after the parade. Another brush pickup was completed and the crews are prepping the park for the All Children's Playground equipment.

The work on Sheboygan Road that AT&T did is done and restored.

Work has not started on the Highland Bridge to date.

**CITY OF CEDARBURG**

**MEETING DATE:** July 25th, 2022

**ITEM NO:** 7.C.

**TITLE:** Discussion and possible action on request to use ARPA funds to make up difference in price of televising camera.

**ISSUE SUMMARY:** The Water Recycling Center had budgeted \$80,000.00 for a new sewer televising camera. All the bids came in significantly higher due to inflation. The lowest quote we received was from Macqueen Equipment in the amount of \$102,065.00. Staff is asking to take \$22,065.00 from the ARPA funds to make up the difference.

**STAFF RECOMMENDATION:** Approve the use of ARPA funds to make up the difference in cost for the new camera.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:** This was discussed at the December Public Works meeting with the lead lateral replacement but no action was taken on it.

**BUDGETARY IMPACT:** None.

**ATTACHMENTS:** Macqueen Quote

**INITIATED/REQUESTED BY:** Dennis Grulkowski, Wastewater Superintendent

**FOR MORE INFORMATION, CONTACT:** Dennis Grulkowski, 262-375-7900.



June 27, 2022

City of Cedarburg Wastewater  
Mr. Craig Obry  
W54 N370 Park Ln.  
Cedarburg, WI 53012

Craig,

Thank you for the opportunity to quote one (1) Envirosight Rover X System with Integrated Lift for your sewer televising needs.

**System Selection:**

Rover X Camera System with Integrated Lift

XL Rubber Wheels

ECL-1 Camera Lift Hook.....\$102,065

Standard Features Include: VC500 Controller with Vision Report Software Installed, RAX300 Automatic Cable Reel with 300M (1000ft) Cable, Wireless Remote Controller, Reel Mounting Frame, Cable Cleaner for RAX300 Mainline Reel, Emergency Stop Cable, RX130 Quick Change Version Crawler with 3 Sets of Rubber Wheels for 6" to 12" Pipe Diameter and Integrated Lift. RCX90 Pan, Tilt, Zoom Camera, Pressurization Kit, and Win Can VX Entry License.

**\*\*System pricing includes freight, PDI, delivery, and training with Adam\*\***

If Purchase Order/Contract is approved, please remit to [cody.pfennig@macqueengroup.com](mailto:cody.pfennig@macqueengroup.com)

Respectfully Submitted,  
MACQUEEN EQUIPMENT

Cody Pfennig - Sales

**CITY OF CEDARBURG**

**MEETING DATE:** 7/25/22

**ITEM NO:** 7.D.

**TITLE:** Resolutions for approving a loan from the State Trust Funds of the State of Wisconsin for financing completion of TID Business Park Infrastructure and DPW Dump Truck.

**ISSUE SUMMARY:** During the budget process in 2021 the Common Council approved borrowing for a DPW Dump Truck and the HWY 60 Business Park infrastructure project for 2022. After discussion with Ehlers, local banks, and the Finance Committee it was determined that the best option for the City was to borrow through the State Trust Fund. The fund will allow us to borrow for both projects at a rate of 4.5% for a 10-year period with payments starting in March of 2024.

**STAFF RECOMMENDATION:** Staff recommends approval of the resolutions for the borrowing.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

Finance Committee recommended to utilize the State Trust Fund for borrowing for these projects at their June 15, 2022 meeting.

**BUDGETARY IMPACT:** Borrowing of \$615,000 (TID#6) and \$245,000 (DPW Truck). Payments will begin in 2024. No budgetary impact for 2023.

**ATTACHMENTS:** Resolution No. 2022-21 and Resolution No. 2022-22

**INITIATED/REQUESTED BY:** Mikko Hilvo, City Administrator

**FOR MORE INFORMATION CONTACT:** Mikko Hilvo, City Administrator

**RESOLUTION No. 2022-21**

**APPROVING A LOAN FROM THE  
TRUST FUNDS OF THE STATE OF WISCONSIN FOR  
FINANCING COMPLETION OF TID BUSINESS PARK INFRASTRUCTURE**

By provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2) of the Wisconsin Statutes means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under Sec. 60.71 and 60.72, metropolitan sewerage district created under Sec. 200.05 or 200.23, joint sewerage system created under Sec. 281.43(4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of **Cedarburg**, in the County of **Ozaukee**, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of **Six Hundred Fifteen Thousand Dollars (\$615,000.00)** for the purpose of **financing the completion of the TID Business Park Infrastructure** and for no other purpose.

The loan is to be payable within **10** years from the 15<sup>th</sup> day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of **4.50** percent per annum from the date of making the loan to the 15<sup>th</sup> day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of **Cedarburg**, in the County of **Ozaukee**, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of **Cedarburg** by such loan from the state be applied or paid out for any purpose except **financing the completion of the TID Business Park Infrastructure** without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands of Wisconsin agrees to make the loan, that the Mayor and Clerk of the City of **Cedarburg**, in the County of **Ozaukee**, Wisconsin, are authorized and empowered, in the name of the City to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the City pursuant to this resolution. The Mayor and Clerk of the City will perform all

necessary actions to fully carry out the provisions of Chapter 24, Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the aye and no vote by which they were adopted, be recorded, and that the Clerk of this City forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Passed and adopted this 25<sup>th</sup> day of July, 2022.

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Michael O'Keefe, Mayor

Attest:

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Tracie Sette, City Clerk

Approved as to form:

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Michael Herbrand, City Attorney

**RESOLUTION No. 2022-22**

**APPROVING A LOAN FROM THE  
TRUST FUNDS OF THE STATE OF WISCONSIN FOR  
FINANCING PURCHASE OF DPW DUMP TRUCK**

By provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2) of the Wisconsin Statutes means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under Sec. 60.71 and 60.72, metropolitan sewerage district created under Sec. 200.05 or 200.23, joint sewerage system created under Sec. 281.43(4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of **Cedarburg**, in the County of **Ozaukee**, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of **Two Hundred Forty Thousand Dollars (\$245,000.00)** for the purpose of **financing the purchase of a DPW Dump Truck** and for no other purpose.

The loan is to be payable within **10** years from the 15<sup>th</sup> day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of **4.50** percent per annum from the date of making the loan to the 15<sup>th</sup> day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of **Cedarburg**, in the County of **Ozaukee**, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of **Cedarburg** by such loan from the state be applied or paid out for any purpose except **financing the purchase of a DPW Dump Truck** without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands of Wisconsin agrees to make the loan, that the Mayor and Clerk of the City of **Cedarburg**, in the County of **Ozaukee**, Wisconsin, are authorized and empowered, in the name of the City to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the City pursuant to this resolution. The Mayor and Clerk of the City will perform all

necessary actions to fully carry out the provisions of Chapter 24, Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the aye and no vote by which they were adopted, be recorded, and that the Clerk of this City forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Passed and adopted this 25<sup>th</sup> day of July, 2022.

\_\_\_\_\_  
Michael O'Keefe, Mayor

Attest:

\_\_\_\_\_  
Tracie Sette, City Clerk

Approved as to form:

\_\_\_\_\_  
Michael Herbrand, City Attorney

**CITY OF CEDARBURG**

**MEETING DATE:** July 25, 2022

**ITEM NO:** 7.E.

**TITLE:** Discussion and possible action on memorial wall for former Mayor Jim Coutts to be located on the patio on the east side of the Community Gym at W63N643 Washington Avenue

**ISSUE SUMMARY:** Staff has been working on a memorial for former Mayor Jim Coutts. The idea of a seating wall in front of the gym has been discussed previously as a potential parks project so this is an opportunity to create a memorial for a former Mayor and enhance the front of the community gym. The purpose is to provide an area where residents and visitors can gather to enjoy conversations with each other much like former Mayor Coutts enjoyed talking with people. His legacy of service to our community is valued by everyone who knew him. He was and continues to be an inspiration to many of us that serve this community in various capacities.

**STAFF RECOMMENDATION:** Staff recommends approval of the memorial wall.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:** At the 7-14-22 Landmarks committee meeting they recommended to approve the project with final approval of the material provided by Tom Kubala.

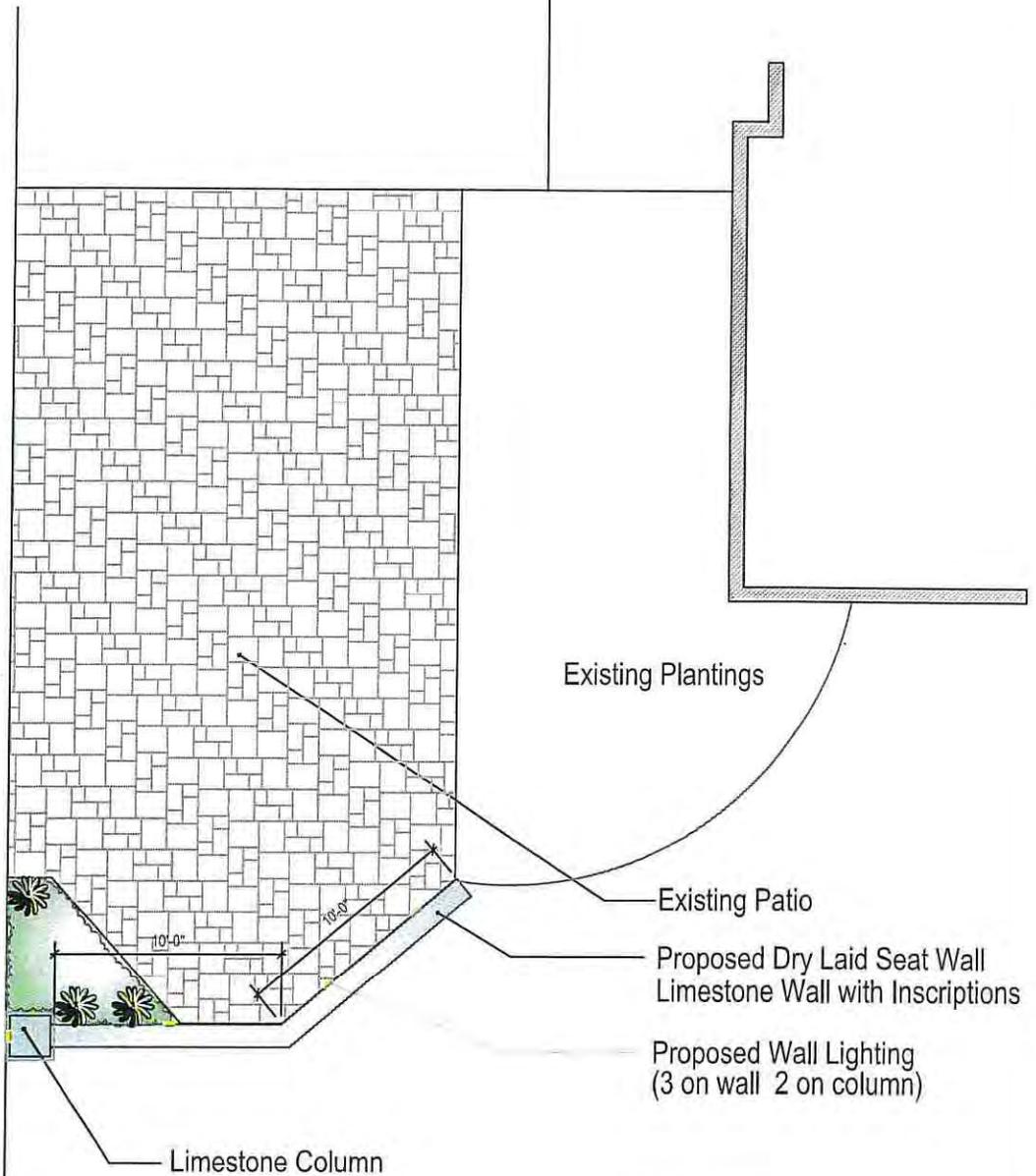
**BUDGETARY IMPACT:** None

**ATTACHMENTS:** Site and project pictures

**INITIATED/REQUESTED BY:** Mikko Hilvo, Administrator

**FOR MORE INFORMATION CONTACT:** Mikko Hilvo, Administrator, (262) 375-7917





RECEIVED

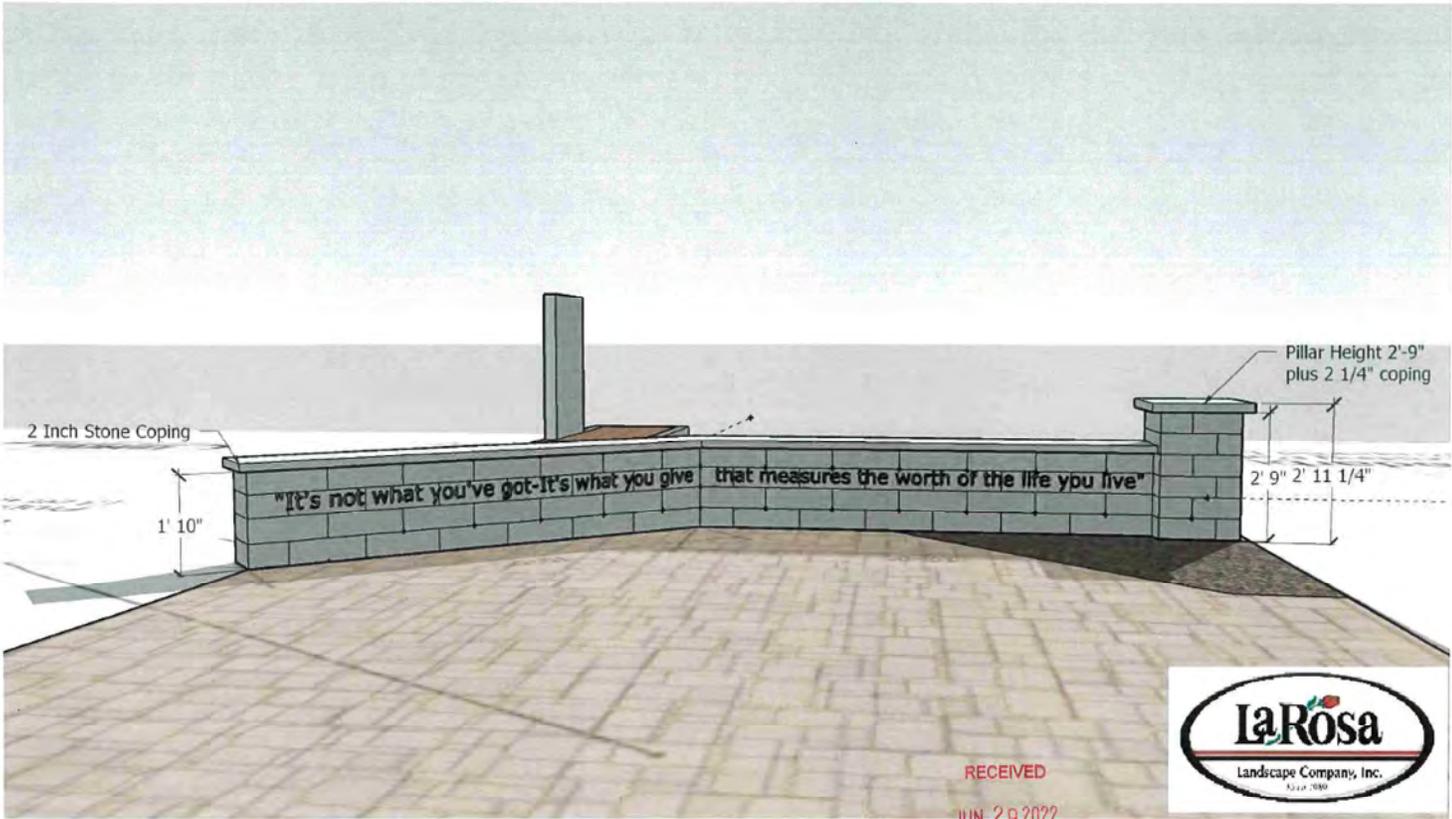
JUN 29 2022

CITY OF CEDARBURG

**Cedarburg Community Center**  
 Proposed Wall at Existing Patio  
 Prepared by LaRosa Landscape Co. Inc.

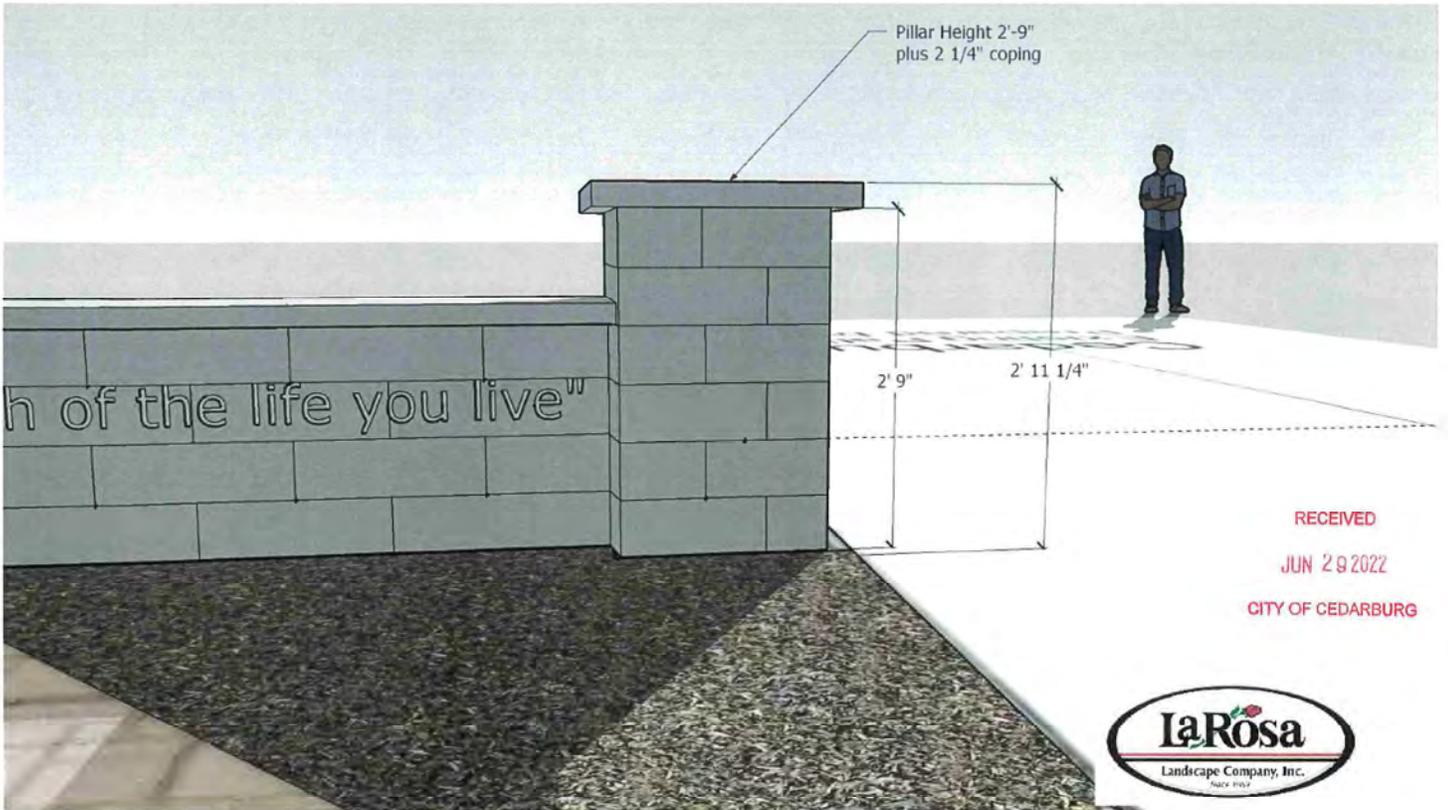
6.29.22  
 1/8" = 1'-0"





RECEIVED  
JUN 29 2022  
CITY OF CEDARBURG





**CITY OF CEDARBURG  
COMMON COUNCIL  
July 11, 2022**

**CC20220711-1  
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, July 11, 2022 at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers and online utilizing the Zoom app.

Mayor O’Keefe called the meeting to order at 7:00 p.m.

Roll Call: Present - Mayor Michael O’Keefe, Council Members Sherry Bublitz, Jack Arnett, Kristin Burkart, Rick Verhaalen, Robert Simpson (7:27 p.m.), Patricia Thome, Angus Forbes

Also Present - City Administrator Mikko Hilvo, City Attorney Michael Herbrand, Deputy City Clerk Amy Kletzien, Police Chief Mike McNerney, Captain Ryan Fitting, City Planner Jon Censky, interested citizens and news media

**STATEMENT OF PUBLIC NOTICE**

At Mayor O’Keefe’s request, Deputy City Clerk Kletzien verified that notice of this meeting was provided to the public by forwarding the agenda to the City’s official newspaper, the *News Graphic*, to all news media and citizens who requested copies, and by posting in accordance with the Wisconsin Open Meetings Law. Citizen’s present were welcomed and encouraged to provide their input during the citizen comment portion of the meeting.

**COMMENTS AND SUGGESTIONS FROM CITIZENS** - None

**NEW BUSINESS**

**DISCUSSION AND CONSULTATION REGARDING A REQUEST BY THE MANDEL GROUP INC. FOR A PROPOSED MULTI-FAMILY DEVELOPMENT WITH A TOTAL OF 250 UNITS LOCATED ON THE VACANT 17-ACRE SITE AT THE SOUTHEAST CORNER OF HIGHWAY 60 AND SHEBOYGAN ROAD**

Planner Censky explained that the Mandel Group is seeking consultation for a proposed multi-family development on the vacant land located at the southeast corner of State Highway 60 and Sheboygan Road. The applicant’s original submittal consisted of ten 2-story luxury apartment buildings, and three 3-story building that will include a total of 310 units on 17-acres for a density of 18.2 units/gross acres. However, after meeting with the Mayor, Council Member Arnett, and City Administrator Hilvo prior to last week’s Plan Commission meeting, the applicant scaled back his plans and reduced his unit count from 310 units to 250 units. Both plans are before the Common Council for discussion/consideration at this meeting. In support of these units, the plans propose 510 parking stalls, 257 of which will be enclosed and the remaining 252 as surface stalls, resulting in a count of 1.6 parking stalls per unit. City Code requires 1.5 stalls per acre.

Since this site is currently classified as commercial on the Comprehensive Land Use Plan, that Plan will need to be amended to the High-Density Residential classification at a density of up to

18.2 units/acre for this project to be realized as proposed. In addition, this project will require a zoning change from the Temporary Rs-1 District to the Rm-2(PUD) District. Procedurally, if Council Members support this concept, the applicant will need to submit a petition and application fee to the City Clerk for an amendment to the 2025 Comprehensive Land Use Map and a change to the City's Zoning District Map.

This project will be served by sewer and water facilities extended from the Cedar Place Apartment Complex to the south and then extended through his site ultimately to Highway 60 where it will be available to serve the future development of the land located to the north and west thereof. At this meeting the applicant is simply seeking feedback on the site design, architectural elevations, density, traffic patterns, etc. If he receives positive feedback, the applicant will petition for Land Use Plan and Zoning Map amendment.

City Planner Censky added that Staff would note that the applicant's plans do reflect our initial discussions that they achieve the look and feel of Cedarburg in terms of architectural style and the layout, as this site is viewed as a gateway to the City of Cedarburg. While the applicant's plans are impressive, and because of its location along a State Highway and a major local arterial, the multi-family use of this site may seem appropriate. However, Council Members should keep in mind that since this area is far removed from our downtown business and service area and even further from the south business district, the current Land Use classification was intended to promote commercial development that would serve the needs of residents in this area.

Development Associate Dan Romnek of the Mandel Group Inc. introduced himself and the project to the Common Council.

- 310 – unit, market-rate luxury apartment plan
  - Combination of 2-story townhome style buildings and 3-story buildings above underground parking
- Representative imagery takes inspiration from downtown Cedarburg with warm tones, intended to provide a modern yet comfortable and familiar aesthetic
- Four apartment styles will be offered
  - Studio, one-bedroom, two-bedroom, and three-bedroom apartments
  - Variety of styles is intended to appeal to a diverse demographic
    - Millennials, young families, and empty nesters
- Amenities superior to its competitors
  - Fitness center, clubroom, outdoor pool, outdoor courtyard with grilling stations and fire pits, dog run, bike storage and repair, and car wash
  - Walking paths that meander through the site, taking advantage of the existing wetlands and terrain
- High-end quality interior finishes
  - Stainless steel appliances, custom cabinetry with soft-close doors and drawers, quartz countertops, luxury vinyl plank flooring throughout and in-unit washers/dryers

The Common Council members discussed the pros and cons of the proposed multi-family development and offered the following comments:

- Would prefer retail/commercial on this land.
- Very little if no interest in providing a TIF, if requested by Developer.
- Against residential/already too much density.
- Hesitant to rush into anything; City should take time.
- Presented positive factors in residential development.
- Failed retail in the area.
- Sheboygan Road is the least traveled artillery road into Cedarburg.
- Several new developments being built in surrounding area.
- Concern over impact on School District.
- Do not need more luxury apartments/need more diversification.
- A substantial commercial element is needed in the proposal.
- At saturation point for high-density housing.
- Commercial would not be supported with the current residential population.
- Five Corners is the best area for commercial business.
- Apartments are not the answer on this property and the City should not be forced to accept this development on this property.

Mayor O'Keefe opened the discussion to public comment.

Four area residents spoke against the development citing the following:

- City is not meeting the requirements of the Smart Growth Plan by adding more multi-family developments.
- Better to do nothing with this property.
- Corner could be used for welcome area to the community similar to Fish Creek.
- Look for cooperative ideas for the property such as a recreational area to benefit the community.
- Nothing wrong with less traffic.
- Look for a long-term plan and work with surrounding communities.
- Building another multi-family development could end up with unintended consequences that would stretch our resources such as the Police Department, Fire Department, and water flow.

A fifth resident asked for a stop light on Sheboygan Road and Washington Avenue, due to the added traffic in the City from new developments.

**DISCUSSION AND POSSIBLE ACTION ON ISSUANCE OF A TRANSIENT ENTERTAINMENT LICENSE TO RAINBOW VALLEY RIDES, INC. FOR THE OZAUKEE COUNTY FAIR ON AUGUST 3-7, 2022 (10:00 A.M. TO 11:00 P.M.) AND THE REQUEST TO WAIVE THE REQUIREMENT FOR A CLEAN UP BOND AS REQUESTED BY AGRICULTURAL SOCIETY**

Motion made by Council Member Verhaalen, seconded by Council Member Simpson, to approve the issuance of a Transient Entertainment License to Rainbow Valley Rides, Inc. for the Ozaukee County Fair on August 3-7, 2022 (10:00 a.m. to 11:00 p.m.) and the request to waive the requirement for a clean up bond as requested by the Ozaukee County Agricultural Society. Motion carried without a negative vote.

**DISCUSSION AND POSSIBLE ACTION ON 2023 BUDGET CALENDAR**

City Administrator Hilvo presented the following Budget calendar:

**CITY OF CEDARBURG  
BUDGET CALENDAR 2022 (2023 Budget)**

<i>June 15</i>	Budget Memorandum distributed.
<i>July 11</i>	Council Sets Budget Priorities
<i>August 5</i>	Copy of proposed budget narrative, Capital Plan, and line- item budgets to Finance Director and City Administrator. Preliminary proposed budget review process for board, committee, and commission comments.
<i>September 2</i>	Department proposed budget requests due to Finance Director and City Administrator.
<i>September 6-9</i>	Department meetings with City Administrator and Finance Director to discuss your current year budget and 2022 requests.
<i>September 20</i>	Finance Committee Review of Budget
<i>September 26</i>	Budget delivered to Council.
<i>October 10</i>	Council review of budget.
<i>October 24</i>	Consider proposed budget.
<i>November 14</i>	Consider proposed budget. Official public budget hearing for citizen comments
<i>November 28</i>	Final budget adoption.

Motion made by Council Member Thome, seconded by Council Member Bublitz, to approve the 2023 Budget Calendar as presented. Motion carried without a negative vote.

**DISCUSSION AND POSSIBLE ACTION ON 2023 BUDGET PRIORITIES**

City Administrator Hilvo explained that the Common Council sets the budget priorities annually to guide the development of the budget. In previous years, the Department Heads have provided their budget requests to the Common Council; however, due to having to adjust for inflation, allow for cost of living increases, and to fund current priorities for the City all other increases will not be considered unless requested by the Mayor and/or Common Council. He further explained that inflation has increased fuel, equipment, and other project costs that will require budget increases for all departments and these costs are currently unknown.

City Administrator Hilvo explained that Cost of Living (COLA) is set at 5.9%. If staff wages are increase by 6%, the annual increase to the City would be approximately \$320,000; whereas a 3% annual increase to the City would be approximately \$160,000. Some area municipalities are recommending 6% increases and evaluating other benefits to help with staff retention.

The current priorities are as listed:

- 1) **EMS Services.** Additional full-time FF/EMT's/Paramedics are needed to decrease call response times and to respond to increased calls. The recommended additional staffing levels for 2023 will be funded by a potential grant from Ozaukee County. The increased cost from 2022 to 2023 for the city is estimated at \$10,000.
- 2) **Health Insurance.** Moving to the State Health Insurance plan in 2023 will have long-term savings for the City but the initial surcharge cost will potentially increase the budget by \$428,152 in 2023.
- 3) **Email server change from the County to private provider.** Ozaukee County has advised us that they will no longer handle emails for municipalities. This, along with a Federal requirement to switch to .gov email addresses requires us to switch to Office 365. The increase for 2023 is estimated at \$30,000 with an annual increase of around \$6,000.
- 4) **Street Repairs.** Increased street repair project costs. Based on asphalt prices being increased by 40% this Spring we will either need to increase the budgeted amounts or do less street repairs in 2023.
- 5) **Public Safety.** An increase in new developments within the city and additional safety measures required for festivals, parades, and other events is taxing our police department. To assist with public safety a need for an additional officer is being requested. Estimated cost is \$124,276 with benefits. This cost is being offset with the elimination of third shift dispatch.

The Common Council provided the following budget guidelines in addition to the above priorities and discussion to City Administrator Hilvo:

- Strive for a 0% overall budget increase.
- Examine fees for added revenue.
- Use the City's Fund Balance for Health Insurance this year.

#### **DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF AN ADDITIONAL PATROL VEHICLE IN 2023 TO THE CEDARBURG POLICE DEPARTMENT FLEET**

Police Chief McNerney explained that they currently have five marked patrol cars in addition to one dedicated K9 squad and the new marked School Resource Officer car. One of the patrol cars is used by the School Safety officer, which leaves them with four marked cars for the rest of the patrol. When one goes down for repairs or during special events, they are often out of cars and officers must either wait at the station for a car or double up, which is not efficient. Police Chief McNerney recommended using some of the savings from the change in dispatch for additional patrol car.

Motion made by Council Member Burkart, seconded by Council Member Simpson, to approve an additional patrol vehicle in 2023 to the Cedarburg Police Department fleet. Motion carried without a negative vote.

**DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF ADDING AN ADDITIONAL PATROL OFFICER IN 2023 TO THE CEDARBURG POLICE DEPARTMENT**

Police Chief McNerney explained that the goal of the Cedarburg Police Department is to keep the crime rate low and quality of life high and a big part of that is unobligated patrol time. This is one of the biggest crime prevention strategies and their current staffing levels limit their ability to do this. Adding more patrol staff will allow officers more unobligated time so that they can concentrate on patrol and visibility to prevent crime and keep our citizens safe. Police Chief McNerney highlighted a thorough staff study that was completed by Captain Fitting and Sergeant Schellinger on the policing needs of the City. They researched several key areas to include comparable sized cities, population size, growth, and tourism. A police officer has not been added to the Department since 2002, while over this time period the City has added 23 subdivisions, not including any pending proposals or the additional Business Park on State Hwy. 60. The number of festivals and special events that are held within the City have increased along with the attendance levels at these events since 2002, straining their ability to properly staff them. The growth in festivals and special events has increased the number visitors to the City daily, which is also a draw on their available resources. He recommended using some of the savings from the change in dispatch for an additional patrol officer.

Motion made by Council Member Verhaalen, seconded by Council Member Forbes, to approve adding an additional Patrol Officer in 2023 to the Cedarburg Police Department. Motion carried without a negative vote.

**DISCUSSION AND POSSIBLE ACTION ON TOWER/LAND LEASE AGREEMENT**

City Attorney Herbrand explained that US Cellular is relocating their cell tower equipment from the old water tower on Western Avenue to the monopole. This requires a new lease agreement with them. This lease agreement has been negotiated between First American Site Acquisition Inc., who is representing US Cellular and by Attorney Herbrand for the City. The budgetary impact of this lease is revenue of \$41,523 annually beginning the first year with 3% increases each year after. A one-time payment of \$35,000 is also required to offset the City's cost of constructing the monopole.

Motion made by Council Member Bublitz, seconded by Council Member Simpson, to approve the US Cellular Tower/Land Lease Agreement. Motion carried without a negative vote.

**CONSENT AGENDA**

Motion made by Council Member Thome, seconded by Council Member Bublitz, to approve the following consent agenda items. Motion carried without a negative vote.

- Approval of June 27, 2022 Common Council meeting minutes.
- Approval of new and renewal 2022-2023 Operator Licenses for:

Raymond Guerin  
Jacqueline F. Harrison

Paige M. Rochwite  
Michael R. Sheeran

Stephen C. Bicek  
Sarah N. Jellen  
James J. Levine  
Mark A. Nagy

Courtney C. Owrey  
Aubrey A. Thiede  
Raymond J. Tollefson  
Tim J. Van Ryzin

- Approval of payment of bills dated 6/24/22 through 7/1/22, transfers for the period 6/21/22 through 7/6/22 and payroll for period 6/12/22 through 6/25/22.

**CITY ADMINISTRATOR'S REPORT** - None

**COMMENTS AND SUGGESTIONS FROM CITIZENS** - None

**COMMENTS AND ANNOUNCEMENTS BY COUNCIL MEMBERS**

Council Member Bublitz explained that the installation of fiberoptics by AT&T is a fantastic opportunity for her District and thanked everyone for putting up with the work. Service will begin on July 21.

Council Member Bublitz reported on the work of the Diversity Committee in conjunction with Bridge Builders to plan the Peace in the Park event for August 6. A Film Festival is planned July 20.

**MAYOR REPORT** - None

**ADJOURNMENT**

Motion made by Council Member Arnett, seconded by Council Member Forbes, to adjourn the meeting at 9:12 p.m. Motion carried without a negative vote.

Amy D. Kletzien, MMC/WCPC  
Deputy City Clerk

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
07/08/2022	PWBDD	41149	ABLE DISTRIBUTING	REPAIR AND MAINTENANCE	500240	518100	409.04
07/08/2022	PWBDD	41150	ADVANCE AUTO PARTS	MAINTENANCE PARTS	500353	533210	95.98
07/08/2022	PWBDD	41155*#	BEYER'S HARDWARE	REPAIR AND MAINTENANCE	500240	518100	11.23
				REPAIR AND MAINTENANCE	500240	518100	33.28
				REPAIR AND MAINTENANCE	500240	518100	28.77
				OPERATING SUPPLIES	500350	518100	7.91
				OPERATING SUPPLIES	500350	533210	2.24
				OPERATING SUPPLIES	500350	533210	14.38
				OPERATING SUPPLIES	500350	533210	44.98
				OPERATING SUPPLIES	500350	533210	2.96
				OPERATING SUPPLIES	500350	533210	39.55
				OPERATING SUPPLIES	500350	533210	29.20
				OPERATING SUPPLIES	500350	533210	6.74
				OPERATING SUPPLIES	500350	533210	18.39
				OPERATING SUPPLIES	500350	533210	61.19
				MAINTENANCE PARTS	500353	533210	6.29
				MAINTENANCE PARTS	500353	533210	8.21
				MAINTENANCE PARTS	500353	533210	7.19
				MAINTENANCE PARTS	500353	533210	1.97
				SIGNS	500363	533311	9.89
				REPAIR AND MAINTENANCE	500240	555510	19.07
				REPAIR AND MAINTENANCE	500240	555510	28.14
				REPAIR AND MAINTENANCE	500240	555510	7.72
				CHECK PWBDD 41155 TOTAL FOR FUND 100:			389.30
07/08/2022	PWBDD	41159	CEDARBURG LIGHT & WATER	REPAIR AND MAINTENANCE	500240	555510	120.70
07/08/2022	PWBDD	41160	CHARTER COMMUNICATIONS	TELEPHONE/COMMUNICATIONS	500225	522110	434.00
07/08/2022	PWBDD	41161	CHEMIN INDUSTRIAL SYSTEMS INC	REPAIR AND MAINTENANCE	500240	533730	194.28
07/08/2022	PWBDD	41162*#	CINTAS CORPORATION	OPERATING SUPPLIES	500350	533210	225.20
07/08/2022	PWBDD	41163	COMPLETE OFFICE OF WISCONSIN	OFFICE SUPPLIES	500310	522310	27.98
07/08/2022	PWBDD	41165	DIGITAL EDGE OF GRAFTON	OFFICE SUPPLIES	500310	515600	61.00

Banks: PWBDD

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
07/08/2022	PWBDD	41167	EGELHOFF LAWNMOWER SERVICE	MAINTENANCE PARTS	500353	533210	18.60
				MAINTENANCE PARTS	500353	533210	13.20
				CHECK PWBDD 41167 TOTAL FOR FUND 100:			<u>31.80</u>
07/08/2022	PWBDD	41169	EXCEL DISPOSAL OF WISCONSIN LLC	PUBLIC WORKS FEES	463101	000000	304.89
07/08/2022	PWBDD	41170	FASTENAL COMPANY	MAINTENANCE PARTS	500353	533210	288.01
07/08/2022	PWBDD	41171	FAULKS BROS. CONSTRUCTION, INC	REPAIR AND MAINTENANCE	500240	533210	1,569.35
07/08/2022	PWBDD	41172	FIVE CORNERS DODGE	SUPPLIES AND EXPENSES	500347	522120	6.18
				GAS AND OIL EXPENSE	500351	522120	380.00
				GAS AND OIL EXPENSE	500351	522120	78.66
				CHECK PWBDD 41172 TOTAL FOR FUND 100:			<u>464.84</u>
07/08/2022	PWBDD	41173*#	GRAFTON ACE HARDWARE	MAINTENANCE PARTS	500353	533210	2.02
07/08/2022	PWBDD	41174	GROTHS COUNTRY GARDENS	SUPPLIES AND EXPENSES	500347	555220	6,363.20
07/08/2022	PWBDD	41175*#	HOME DEPOT CREDIT SERVICES	OPERATING SUPPLIES	500350	533210	438.75
				MAINTENANCE PARTS	500353	533210	16.96
				CHECK PWBDD 41175 TOTAL FOR FUND 100:			<u>455.71</u>
07/08/2022	PWBDD	41180	JM BRENNAN, INC.	REPAIR AND MAINTENANCE	500240	518100	2,500.00
07/08/2022	PWBDD	41181	JONATHAN CENSKY	PROFESSIONAL SERVICES	500210	566310	6,757.79
07/08/2022	PWBDD	41187*	NEWMAN CHEVROLET	MAINTENANCE PARTS	500353	533210	151.16
07/08/2022	PWBDD	41188*#	NORTH WOODS	REPAIR AND MAINTENANCE	500240	555510	817.65
07/08/2022	PWBDD	41189	ODP BUSINESS SOLUTIONS	OFFICE SUPPLIES	500310	522110	166.70
				OFFICE SUPPLIES	500310	522110	58.19
				CHECK PWBDD 41189 TOTAL FOR FUND 100:			<u>224.89</u>

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
07/08/2022	PWBDD	41190	OFFICE COPYING EQUIPMENT LTD	EQUIPMENT OUTLAY	500385	514700	12.95
				EQUIPMENT OUTLAY	500385	514700	9.23
				CHECK PWBDD 41190 TOTAL FOR FUND 100:			<u>22.18</u>
07/08/2022	PWBDD	41191*#	OLSEN'S PIGGLY WIGGLY	SUPPLIES AND EXPENSES	500347	522120	9.16
07/08/2022	PWBDD	41192	ONTECH SYSTEMS, INC	PROFESSIONAL SERVICES	500210	514700	468.72
				PROFESSIONAL SERVICES	500210	514700	931.00
				EQUIPMENT/CAPITAL OUTLAY	500380	514700	77.56
				EQUIPMENT/CAPITAL OUTLAY	500380	514700	318.00
				EQUIPMENT OUTLAY	500385	514700	650.00
				CHECK PWBDD 41192 TOTAL FOR FUND 100:			<u>2,445.28</u>
07/08/2022	PWBDD	41193	REDISHRED ACQUISITION INC	PROFESSIONAL SERVICES	500210	515600	55.00
07/08/2022	PWBDD	41194	RIVER RUN COMPUTERS, INC.	TELEPHONE/COMMUNICATIONS	500225	522110	75.00
07/08/2022	PWBDD	41195#	RUDIG TROPHIES	OFFICE SUPPLIES	500310	515600	18.88
				OFFICE SUPPLIES	500310	522310	18.87
				CHECK PWBDD 41195 TOTAL FOR FUND 100:			<u>37.75</u>
07/08/2022	PWBDD	41196	SETTLERS INN	SUPPLIES AND EXPENSES	500347	522120	424.75
07/08/2022	PWBDD	41197	SHERWIN INDUSTRIES, INC.	REPAIR AND MAINTENANCE	500240	533440	257.66
07/08/2022	PWBDD	41198	SITEONE LANDSCAPE SUPPLY	REPAIR AND MAINTENANCE	500240	533440	1,596.33
07/08/2022	PWBDD	41199	SPECTRUM	TELEPHONE/COMMUNICATIONS	500225	522110	32.85
07/08/2022	PWBDD	41203*#	U.S. CELLULAR	BAIER CELL 0282	500225	522310	60.21
				BUDD CELL 5488	500225	522310	42.00
				URBANEK CELL 5335	500225	533110	42.50
				WIESER CELL 1782	500225	533110	38.50
				DPW IPAD 1293	500225	533210	25.00
				HINTZ CELL 9168	500225	533210	45.58
				PUBLITZ TABLET 1195	500225	533210	25.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
				BUBLITZ HOT SPOT 0913	500225	533210	39.50
				LEGAULT TABLET 9599	500225	555510	10.50
				KETTNER TABLET 9629	500225	555510	10.50
				WESTPHAL TABLET 8568	500225	555510	10.50
				WESTPHAL CELL 3140	500225	555510	46.50
				PETERSON TABLET 5195	500225	555510	10.50
				CHECK PWBDD 41203 TOTAL FOR FUND 100:			<u>406.79</u>
07/08/2022	PWBDD	41204	UNIFIRST CORPORATION	OPERATING SUPPLIES	500350	533210	52.47
07/08/2022	PWBDD	41206	WISCONSIN HUMANE SOCIETY	ANIMAL POUND	500213	522110	177.50
07/15/2022	PWBDD	41210	AMERICAN SIGNAL CORPORATION	REPAIR AND MAINTENANCE	500240	522100	183.75
07/15/2022	PWBDD	41211*#	AURORA HEALTH CARE	PROFESSIONAL SERVICES	500210	515600	48.00
07/15/2022	PWBDD	41214	BARTON SMALL ENGINE, LLC	MAINTENANCE PARTS	500353	533210	189.70
				MAINTENANCE PARTS	500353	533210	284.89
				CHECK PWBDD 41214 TOTAL FOR FUND 100:			<u>474.59</u>
07/15/2022	PWBDD	41215*#	BEYER'S HARDWARE	REPAIR AND MAINTENANCE	500240	518100	4.48
				OPERATING SUPPLIES	500350	533210	(32.87)
				REPAIR AND MAINTENANCE	500240	555510	16.17
				REPAIR AND MAINTENANCE	500240	555510	7.91
				REPAIR AND MAINTENANCE	500240	555510	43.18
				CHECK PWBDD 41215 TOTAL FOR FUND 100:			<u>38.87</u>
07/15/2022	PWBDD	41216	BOBCAT OF JANESVILLE	MAINTENANCE PARTS	500353	533210	385.99
07/15/2022	PWBDD	41218*#	CARDMEMBER SERVICE	AMAZON	500310	514100	267.16
				ZOOM	500320	514100	63.26
				PROF PUBLICATIONS AND DUES	500320	514100	189.98
				OFFICE SUPPLIES	500310	514200	212.40
				POSTAGE FUNDING	500225	522110	328.31
				ADOBE	500225	522110	207.76
				OFFICE SUPPLIES	500310	522110	38.60

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
				BEST WESTERN	500330	522120	415.00
				DICK'S SPORTING, ARMORY SUPPLIES	500347	522120	51.40
				K-9 UNIT EXPENSE	500352	522120	143.72
				PARK MOBILE	500330	522130	4.38
				COSTCO	500350	533210	222.03
				DULUTH, ROGAN	500350	533210	1,492.34
				OPERATING SUPPLIES	500350	533210	(22.50)
				FOOD	500390	555140	10.98
				MICHAELS	500240	555510	57.92
				PRINTER	500310	555510	177.98
				CHECK PWBDD 41218 TOTAL FOR FUND 100:			3,860.72
07/15/2022	PWBDD	41220	CEDARBURG LIGHT & WATER	HARBOR HOMES N115W7118 OAKMOUNT DR	256201	000000	1,945.00
				MARK & NORA N115W6953 CABOT CT LOT 20	256201	000000	1,945.00
				HARBOR HOMES N115W7140 OAKMOUNT LOT# 36	256201	000000	1,945.00
				CHECK PWBDD 41220 TOTAL FOR FUND 100:			5,835.00
07/15/2022	PWBDD	41221	CINTAS CORPORATION	OPERATING SUPPLIES	500350	533210	126.83
07/15/2022	PWBDD	41222#	COMPLETE OFFICE OF WISCONSIN	COMPUTER/COPIER SUPPLIES	500312	514100	426.20
				OFFICE SUPPLIES	500310	522310	17.73
				OFFICE SUPPLIES	500310	533110	41.85
				OFFICE SUPPLIES	500310	566310	5.99
				CHECK PWBDD 41222 TOTAL FOR FUND 100:			491.77
07/15/2022	PWBDD	41223	CONCRETE SHORTPOUR, INC	REPAIR AND MAINTENANCE	500240	533440	220.00
07/15/2022	PWBDD	41224*#	CONLEY MEDIA, LLC	LEGAL PUBLICATIONS	500325	514100	144.19
07/15/2022	PWBDD	41225	CROWN ASSET MANAGEMENT LLC	COURT ORDERED DEDUCTIONS	215914	000000	20.74
07/15/2022	PWBDD	41226	DIGITAL EDGE OF GRAFTON	OFFICE SUPPLIES	500310	522110	45.00
07/15/2022	PWBDD	41228	EGELHOFF LAWNMOWER SERVICE	MAINTENANCE PARTS	500353	533210	27.98
07/15/2022	PWBDD	41229	FASTENAL COMPANY	REPAIR AND MAINTENANCE	500240	533440	214.24
07/15/2022	PWBDD	41230	FIVE CORNERS DODGE	REPAIR EXPENSES	500390	522120	15.19

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
07/15/2022	PWBDD	41232*#	HOUSEMAN & FEIND, LLP	EXTRAORDINARY SERVICES	500211	516100	2,854.00
				ATTORNEY/CONSULTANT	500212	522110	1,200.00
				ATTORNEY/CONSULTANT	500212	522110	273.00
				CHECK PWBDD 41232 TOTAL FOR FUND 100:			<u>4,327.00</u>
07/15/2022	PWBDD	41233	IBS OF SOUTHEASTERN WISCONSIN	MAINTENANCE PARTS	500353	533210	425.85
07/15/2022	PWBDD	41235	KATIE TIEFENTHALER	PARK RENTAL FEES	467200	000000	50.00
07/15/2022	PWBDD	41237	LISA BALKOWSKI	OFFICE SUPPLIES	500310	514100	600.00
07/15/2022	PWBDD	41238	MILWAUKEE AREA TECHNICAL	TRAVEL & TRAINING	500330	522120	141.61
07/15/2022	PWBDD	41239*#	OLSEN'S PIGGLY WIGGLY	OPERATING SUPPLIES	500350	533210	44.10
07/15/2022	PWBDD	41241	OWEN'S OFFICE SUPPLIES	OFFICE SUPPLIES	500310	555510	145.50
07/15/2022	PWBDD	41242#	QUALITY STATE OIL CO., INC.	FUEL INVENTORY	161500	000000	6,208.80
				FUEL INVENTORY	161500	000000	6,637.80
				GAS AND OIL EXPENSE	500351	533210	224.00
				GAS AND OIL EXPENSE	500351	533210	503.92
				CHECK PWBDD 41242 TOTAL FOR FUND 100:			<u>13,574.52</u>
07/15/2022	PWBDD	41244#	QUILL CORP.	OFFICE SUPPLIES	500310	515600	11.48
				OFFICE SUPPLIES	500310	522310	12.99
				CHECK PWBDD 41244 TOTAL FOR FUND 100:			<u>24.47</u>
07/15/2022	PWBDD	41246	RUDIG TROPHIES	OFFICE SUPPLIES	500310	514100	11.00
07/15/2022	PWBDD	41249	SPECTRUM	OPERATING SUPPLIES	500350	533210	10.95
07/15/2022	PWBDD	41250	STATE INDUSTRIAL PRODUCTS	OPERATING SUPPLIES	500350	533210	134.12
07/15/2022	PWBDD	41252	WAUKESHA COUNTY TECHNICAL COLLEGE	TRAVEL & TRAINING	500330	522120	604.38
07/15/2022	PWBDD	41254	ZARNOTH BRUSH WORKS INC	STREET SWEEPING	500295	533440	1,203.60
07/15/2022	PWBDD	41256	ZUERN BUILDING PRODUCTS	STIGNS	500363	533311	120.48

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
Total for fund 100 GENERAL FUND							61,031.95
Fund: 200 CEMETERY FUND							
07/08/2022	PWBDD	41173*#	GRAFTON ACE HARDWARE	REPAIR AND MAINTENANCE	500240	544210	91.78
07/08/2022	PWBDD	41186	NATE'S LANDSCAPE COMPANY	PROFESSIONAL SERVICES	500210	544210	1,540.80
				PROFESSIONAL SERVICES	500210	544210	1,540.80
CHECK PWBDD 41186 TOTAL FOR FUND 200:							<u>3,081.60</u>
Total for fund 200 CEMETERY FUND							3,173.38
Fund: 220 RECREATION PROGRAMS FUND							
07/08/2022	PWBDD	41157	CATHARINE HAN	MISCELLANEOUS REVENUE	486000	000000	975.00
07/08/2022	PWBDD	41168	ELIZABETH HARRISON	MISCELLANEOUS REVENUE	486000	000000	120.00
07/08/2022	PWBDD	41179	JESSICA SILVAGGI	MISCELLANEOUS REVENUE	486000	000000	95.00
07/08/2022	PWBDD	41182	KATRINA ALEVIZOS	MISCELLANEOUS REVENUE	486000	000000	325.00
07/08/2022	PWBDD	41200	STACY FERNANDEZ	SAFETY TRAINING	467318	000000	75.00
07/08/2022	PWBDD	41201	STEPHANIE LOPEZ	POMS REVENUE	467332	000000	80.00
07/15/2022	PWBDD	41218*#	CARDMEMBER SERVICE	GORITEWAY- CAMP	500336	555390	279.31
				PLAYGROUND CAMP	500347	555390	880.21
				SUPPLIES AND EXPENSES	500347	555390	89.39
				AMAZON	500347	555390	533.63
				SAFETY EQUIPMENT	500372	555390	350.00
				POMS EXPENSES	500394	555390	548.94
CHECK PWBDD 41218 TOTAL FOR FUND 220:							<u>2,681.48</u>
07/15/2022	PWBDD	41234	KATIE BAKER	YOUTH FOOTBALL REGISTRATION	467317	000000	100.00
Total for fund 220 RECREATION PROGRAMS FUND							4,451.48
Fund: 221 FUEL SYSTEM - WASH BAY							
07/08/2022	PWBDD	41188*#	NORTH WOODS	REPAIR AND MAINTENANCE	500240	533210	574.03
Total for fund 221 FUEL SYSTEM - WASH BAY							574.03
Fund: 232 DONATIONS							

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 232 DONATIONS							
07/15/2022	PWBDD	41207	ADVANCED TECHNICAL LLC	EQUIPMENT/CAPITAL OUTLAY	500380	522100	893.09
Total for fund 232 DONATIONS							893.09
Fund: 240 SWIMMING POOL FUND							
07/08/2022	PWBDD	41151	ANDREW WELLMAN	SWIMMING POOL - LESSONS	467342	000000	50.00
07/08/2022	PWBDD	41153	BADGER POPCORN & CONCESSION	OPERATING SUPPLIES	500350	555321	479.45
				OPERATING SUPPLIES	500350	555321	(26.00)
CHECK PWBDD 41153 TOTAL FOR FUND 240:							453.45
07/08/2022	PWBDD	41155*#	BEYER'S HARDWARE	MAINTENANCE SUPPLIES	500340	555320	4.84
				MAINTENANCE SUPPLIES	500340	555320	103.84
				MAINTENANCE SUPPLIES	500340	555320	74.44
				MAINTENANCE SUPPLIES	500340	555320	57.56
				MAINTENANCE SUPPLIES	500340	555320	105.26
				MAINTENANCE SUPPLIES	500340	555320	34.18
				MAINTENANCE SUPPLIES	500340	555320	11.50
CHECK PWBDD 41155 TOTAL FOR FUND 240:							391.62
07/08/2022	PWBDD	41156	CARRICO AQUATIC RESOURCES	ENDURO M32 ROBOTIC CLEANER	500380	555320	9,441.31
				SHIPPING	500380	555320	564.97
				SERVICE/TRAINING AGREEMENT	500380	555320	1,400.00
CHECK PWBDD 41156 TOTAL FOR FUND 240:							11,406.28
07/08/2022	PWBDD	41158	CEDAR CREST	OPERATING SUPPLIES	500350	555321	1,806.84
07/08/2022	PWBDD	41175*#	HOME DEPOT CREDIT SERVICES	MAINTENANCE SUPPLIES	500340	555320	477.39
				EQUIPMENT/CAPITAL OUTLAY	500380	555320	353.97
CHECK PWBDD 41175 TOTAL FOR FUND 240:							831.36
07/08/2022	PWBDD	41176	HORIZON COMMERCIAL POOL SUPPLY	OPERATING SUPPLIES	500350	555320	2,662.25
07/08/2022	PWBDD	41184	NAOMI HILLGARTNER	SWIMMING POOL - EXERCISE	467343	000000	90.00
07/08/2022	PWBDD	41185	NASSCO, INC.	EQUIPMENT/CAPITAL OUTLAY	500380	555320	112.04
				EQUIPMENT/CAPITAL OUTLAY	500380	555320	261.44

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 240 SWIMMING POOL FUND							
				CHECK PWBDD 41185 TOTAL FOR FUND 240:			373.48
07/08/2022	PWBDD	41191*#	OLSEN'S PIGGLY WIGGLY	OPERATING SUPPLIES	500350	555321	17.72
				OPERATING SUPPLIES	500350	555321	20.94
				OPERATING SUPPLIES	500350	555321	171.77
				OPERATING SUPPLIES	500350	555321	16.91
				CHECK PWBDD 41191 TOTAL FOR FUND 240:			227.34
07/15/2022	PWBDD	41212	BADGER POPCORN & CONCESSION	OPERATING SUPPLIES	500350	555321	1,192.62
07/15/2022	PWBDD	41218*#	CARDMEMBER SERVICE	RED CROSS LIGE GUARD	500330	555320	287.00
				AMAZON	500340	555320	583.65
				AMAZON	500346	555320	79.70
				AMAZON	500380	555320	213.15
				AMAZON	500390	555320	190.90
				BJ WHOLESALE	500350	555321	213.58
				CHECK PWBDD 41218 TOTAL FOR FUND 240:			1,567.98
07/15/2022	PWBDD	41219	CEDAR CREST	OPERATING SUPPLIES	500350	555321	200.16
				OPERATING SUPPLIES	500350	555321	1,374.12
				CHECK PWBDD 41219 TOTAL FOR FUND 240:			1,574.28
07/15/2022	PWBDD	41231	HORIZON COMMERCIAL POOL SUPPLY	OPERATING SUPPLIES	500350	555320	589.60
07/15/2022	PWBDD	41253	WERNER FABRICATIONS	MAINTENANCE SUPPLIES	500340	555320	100.00
Total for fund 240 SWIMMING POOL FUND							23,317.10
Fund: 260 LIBRARY FUND							
07/08/2022	PWBDD	41154	BAKER & TAYLOR BOOKS	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	342.19
				DONATION EXPENDITURES	500322	555110	130.00
				CHECK PWBDD 41154 TOTAL FOR FUND 260:			472.19
07/08/2022	PWBDD	41164	CULLIGAN OF WEST BEND	MAINT/CONTRACTED SERVICES	500290	555110	14.60
07/08/2022	PWBDD	41166	E.L.S. LANDSCAPING & LAWN	MAINT/CONTRACTED SERVICES	500290	555110	532.51
07/08/2022	PWBDD	41177	JAMES IMAGING SYSTEMS, INC.	AMAZON COMPUTER SUPPLIES	500312	555110	487.01

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 260 LIBRARY FUND							
07/08/2022	PWBDD	41178	JANI-KING OF MILWAUKEE	MAINT/CONTRACTED SERVICES	500290	555110	2,606.15
07/08/2022	PWBDD	41205	WILS	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	850.50
07/15/2022	PWBDD	41209	ALTIUS BUILDING COMPANY	GRANT EXPENDITURES	500331	555110	8,881.00
07/15/2022	PWBDD	41211*#	AURORA HEALTH CARE	EMPLOYMENT EXPENSES	500395	555110	48.00
07/15/2022	PWBDD	41213	BAKER & TAYLOR BOOKS	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	22.00
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	306.96
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	266.96
				DONATION EXPENDITURES	500322	555110	89.00
				DONATION EXPENDITURES	500322	555110	63.00
				CHECK PWBDD 41213 TOTAL FOR FUND 260:			747.92
07/15/2022	PWBDD	41215*#	BEYER'S HARDWARE	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	24.97
07/15/2022	PWBDD	41217	BRIDGES LIBRARY SYSTEM	LIBRARY TECHNOLOGY	500382	555110	240.00
07/15/2022	PWBDD	41218*#	CARDMEMBER SERVICE	FACEBOOK	500223	555110	8.01
				DATAKOM/CYBERLINK	500225	555110	399.14
				AMAZON	500308	555110	184.44
				AMAZON. ,MINITEX	500310	555110	1,367.83
				USPS	500315	555110	6.64
				AMAZON	500319	555110	9.75
				AMAZON	500322	555110	256.37
				AMAZON	500350	555110	35.50
				ADOBE TECH	500382	555110	1,766.51
				CHECK PWBDD 41218 TOTAL FOR FUND 260:			4,034.19
07/15/2022	PWBDD	41224*#	CONLEY MEDIA, LLC	EMPLOYMENT EXPENSES	500395	555110	23.84
07/15/2022	PWBDD	41239*#	OLSEN'S PIGGLY WIGGLY	DONATION EXPENDITURES	500322	555110	28.43
07/15/2022	PWBDD	41240	ORKIN COMMERCIAL SERVICES	MAINT/CONTRACTED SERVICES	500290	555110	85.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 260 LIBRARY FUND							
07/15/2022	PWBDD	41248	SCHOLASTIC LIBRARY PUBLISHING	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	10.79
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	24.03
				CHECK PWBDD 41248 TOTAL FOR FUND 260:			<u>34.82</u>
				Total for fund 260 LIBRARY FUND			19,111.13
Fund: 353 TIF DISTRICT #6							
07/15/2022	PWBDD	41208	ALL-WAYS CONTRACTORS, INC	TIF - SANITARY SEWER	500451	566710	24,789.68
				TIF - GRADING	500452	566710	75,949.89
				TIF - WATER SYSTEM	500459	566710	18,556.35
				TIF - STORMWATER MGMT SYS	500460	566710	30,768.79
				CHECK PWBDD 41208 TOTAL FOR FUND 353:			<u>150,064.71</u>
07/15/2022	PWBDD	41232*#	HOUSEMAN & FEIND, LLP	ATTORNEY/CONSULTANT	500212	566710	50.00
07/15/2022	PWBDD	41245	R.A. SMITH NATIONAL	PROFESSIONAL SERVICES	500210	566710	893.50
				Total for fund 353 TIF DISTRICT #6			151,008.21
Fund: 354 TIF DISTRICT #7							
07/15/2022	PWBDD	41232*#	HOUSEMAN & FEIND, LLP	ATTORNEY/CONSULTANT	500212	566710	3,948.00
				Total for fund 354 TIF DISTRICT #7			3,948.00
Fund: 400 CAPITAL IMPROVEMENTS FUND							
07/08/2022	PWBDD	41183	LETTERS & SIGNS	EQUIP REPLACEMENT	500880	533210	642.00
07/08/2022	PWBDD	41187*	NEWMAN CHEVROLET	WE PRICED FOR A 2021 BUT MIGHT GET 2022	500880	533210	30,353.00
07/15/2022	PWBDD	41218*#	CARDMEMBER SERVICE	DECKED STORAGE	500880	533210	2,239.98
				VEHICLE REPLACEMENTS	500811	555510	696.52
				CHECK PWBDD 41218 TOTAL FOR FUND 400:			<u>2,936.50</u>
07/15/2022	PWBDD	41236	LETTERS & SIGNS	EQUIP REPLACEMENT	500880	533210	340.00
07/15/2022	PWBDD	41243	QUALITY TRUCK CARE CENTER	2023 WESTERN STAR 4700SB #92	500880	533210	120,000.00
07/15/2022	PWBDD	41251	VANTAGE FINANCIAL	PRINCIPAL	500610	555510	3,349.58

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 400 CAPITAL IMPROVEMENTS FUND							
				DEBT SERVICE - INTEREST	500620	555510	258.42
				CHECK PWBDD 41251 TOTAL FOR FUND 400:			<u>3,608.00</u>
07/15/2022	PWBDD	41255	ZIPS AW DIRECT	VEHICLE REPLACEMENTS	500811	555510	240.99
				Total for fund 400 CAPITAL IMPROVEMENTS FUND			158,120.49
Fund: 601 WATER RECYCLING CENTER							
07/08/2022	PWBDD	41152	APPLIED INDUSTRIAL TECHNOLOGIES	MAINTENANCE SUPPLIES	500340	573830	2,385.63
07/08/2022	PWBDD	41155*#	BEYER'S HARDWARE	MAINTENANCE SUPPLIES	500340	573830	377.37
07/08/2022	PWBDD	41162*#	CINTAS CORPORATION	SAFETY EQUIPMENT	500372	573825	107.90
07/08/2022	PWBDD	41202	SYMBIONT	2022 GIS SUPPORT & TECHNICAL SERVICES	500210	573850	63.75
07/08/2022	PWBDD	41203*#	U.S. CELLULAR	WRC TABLET 5112	500225	573825	999.50
				WRC DUTY PHONE 3142	500225	573825	40.99
				URBANEK TABLET 2188	500225	573825	10.50
				HACKERT TABLET 4519	500225	573825	10.50
				CHECK PWBDD 41203 TOTAL FOR FUND 601:			<u>1,061.49</u>
07/15/2022	PWBDD	41218*#	CARDMEMBER SERVICE	LAB SUPPLIES, AMAZON	500370	573825	1,456.84
				MAINTENANCE SUPPLIES	500340	573830	43.26
				JANITORIAL SUPPLIES	500342	573830	104.75
				COLLECTION SYSTEM MAINT	500360	573835	1.62
				OFFICE SUPPLIES	500310	573850	360.66
				TRAVEL & TRAINING	500330	573850	40.00
				CHECK PWBDD 41218 TOTAL FOR FUND 601:			<u>2,007.13</u>
07/15/2022	PWBDD	41227	DUKE'S ROOT CONTROL, INC.	COLLECTION SYSTEM MAINT	500360	573835	4,663.60
07/15/2022	PWBDD	41239*#	OLSEN'S PIGGLY WIGGLY	LAB SUPPLIES	500370	573825	3.14
07/15/2022	PWBDD	41247#	RUEKERT-MIELKE, INC.	DESIGN SERVICES DORCHESTER LIFT STATION	185324	000000	2,197.89
				ADVANCED TREATMENT EQUIPMENT	185335	000000	824.50
				EXTRAORDINARY SERVICES	500211	573850	761.43

07/19/2022 10:53 AM  
User: mrusso  
DB: Cedarburg

CHECK DISBURSEMENT REPORT FOR CITY OF CEDARBURG  
CHECK DATE FROM 07/08/2022 - 07/15/2022  
Banks: PWBDD

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 601 WATER RECYCLING CENTER							
				CHECK PWBDD 41247 TOTAL FOR FUND 601:			<u>3,783.82</u>
				Total for fund 601 WATER RECYCLING CENTER			14,453.83
Fund: 700 RISK MANAGEMENT FUND							
07/15/2022	PWBDD	41232*#	HOUSEMAN & FEIND, LLP	INSURANCE CLAIMS-2022	500547	519400	378.00
				Total for fund 700 RISK MANAGEMENT FUND			378.00
TOTAL - ALL FUNDS							440,460.69

'\*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND  
'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

**CITY OF CEDARBURG**  
**TRANSFER LIST**  
7/14/22-7/19/22

<b>Date</b>	<b>Amount</b>	<b>Transfer to</b>
PWSB CHECKING ACCOUNT		
7/14/2022	\$278,000.00	PWSB Payroll
7/14/2022	\$5,837.50	Health Savings Accounts-contributions for 6/26/22-7/9/22
7/14/2022	\$1,266.36	ICMA-contributions for 6/26/22-7/9/22
7/14/2022	\$4,422.70	North Shore Bank-contributions for 6/26/22-7/9/22
7/14/2022	\$495.00	Police Union-contributions for 6/25/22-7/9/22
7/14/2022	\$346.15	State of Wisconsin-child support for 6/26/22-7/9/22
7/14/2022	\$1,811.56	Wis Deferred Comp-contributions for 6/25/22-7/9/22
7/15/2022	\$948.36	Aflac-June premiums
7/15/2022	\$2,439.86	Minnesota Life-August premiums
7/15/2022	\$44,688.50	State of Wisconsin-June sales tax
7/18/2022	\$500,000.00	PWSB Money Market
	<u>\$840,255.99</u>	

PWSB PAYROLL CHECKING ACCOUNT

7/15/2022	\$202,326.90	Payroll for 6/26/22-7/9/22
7/15/2022	\$75,924.28	Payroll taxes for 6/26/22-7/9/22
	<u>\$278,251.18</u>	

PWSB MONEY MARKET ACCOUNT

7/14/2022	\$500,000.00	PWSB Checking
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STATE POOL

7/14/2022	\$500,000.00	PWSB Checking
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City of Cedarburg

# City Administrator's Report

July 21, 2022

## Department News

*The following information is provided to keep the Common Council and staff informed on some of the activities and events of the City. Points of clarification may be addressed during the City Administrator's Report portion of the agenda; however, if discussion of any of these items is necessary, placement on a future Council agenda should be directed.*

**Engineering & Public Works**— The 2022 Street & Utility project is progressing with the paving completed on Jefferson Avenue and Thornapple Lane. The utility work on the Highland Drive project will be done at the end of the July, with the project being completed by Labor Day. The roadwork on Forward Way connecting to Hilltop Drive is paved, with minor restoration work to be done.

**Clerk**—In-person absentee voting will begin on July 26 for the August 9, 2022, Partisan Primary election.

**Treasurer**— The Department is working on the annual audit.

**Library**— Assistant Library Director Nimmer will be retiring on September 6.

**Police**—The Department's Safe Space alarm system is now active. When their lobby is closed, the Safe Space program allows a one-time emergency entry to their lobby and immediately notifies the Ozaukee County Sheriff's Department to dispatch an officer immediately, along with an audible alarm sounding. An Active Shooter class is scheduled for August and has 35 registrants.

**Fire**— The Department's call volume is up heavily. Consolidation meetings continue with no decision in sight. The Ozaukee County Fair is planning for a semi-hard lockdown at the Fair with the use of 360 feet of concrete barriers and three one-ton dump trucks. He is working with them to be certain that emergency vehicles are able to get to the buildings, grounds, and people during the event.

**Light & Water**—The lead service replacement program is going slow. Three finalists for the General Manager position will be interviewed at the end of July. General Manager Lythjohan's successor will be named in early August.

**Administrator**— Department Heads are working on their budgets with a 0% overall increase in the budget as their target.

Respectfully submitted,

Mikko Hilvo

**CITY OF CEDARBURG  
MEETING OF COMMON COUNCIL  
MONDAY JULY 25, 2022 – 7:00 P.M.**

A meeting of the Common Council of the City of Cedarburg, Wisconsin, will be held on **Monday, July 25, 2022 at 7:00 p.m.** The meeting will be held online utilizing the zoom app and in-person at City Hall, W63 N645 Washington Avenue, Cedarburg, WI., in the second floor Council Chambers. Information on how to access the meeting is attached to the meeting packet or can be accessed by clicking the following link: [Common Council Meeting | City of Cedarburg](#)

**AGENDA**

1. CALL TO ORDER - Mayor Michael O'Keefe
2. MOMENT OF SILENCE
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL: Present – Common Council – Mayor Michael O'Keefe, Council Members Sherry Bublitz, Jack Arnett, Rick Verhaalen, Robert Simpson, Kristen Burkart, Patricia Thome, and Angus Forbes
5. STATEMENT OF PUBLIC NOTICE
6. COMMENTS AND SUGGESTIONS FROM CITIZENS\*\* Comments from citizens on a listed agenda item will be taken when the item is addressed by the Council. At this time individuals can speak on any topic not on the agenda for up to 5 minutes, time extensions at the discretion of the Mayor. No action can be taken on items not listed except as a possible referral to committees, individuals, or a future Council agenda item.
7. NEW BUSINESS
  - A. Discussion and possible action to consider bids received for the Dorchester Drive Lift Station Rehabilitation project construction contract\*
  - B. Discussion and possible action on Ordinance No. 2022-14 to consider amending Section 10-1-27 of the Code of Ordinances to authorize the prohibition of parking on the north side of Sherman Road for 1,900 feet west of Wauwatosa Road to Stony Kettle Drive\*
  - C. Discussion and possible action on request to use ARPA funds to make up difference in price of televising camera.\*
  - D. Discussion and possible action on Resolution No. 2022-21 and Resolution No. 2022-22 to approve the loan application for BCPL State Trust Fund Loan Program\*

- E. Discussion and possible action on memorial wall for former Mayor James Coutts to be located on the patio on the east side of the Community Gym at W63 N643 Washington Avenue\*

8. CONSENT AGENDA

- A. Approval of July 11, 2022, Council Meeting Minutes\*
- B. Consider approval of new and renewal 2022-2023 operator licenses

Ashley T. Cizek

Thomas E. Wise

Jaclyn C. Bodi

Zachary R. Lewis-Grill

Amy L. Clark

Caryn M. Sager

Kelly S. Einbeck

John C. Wallus

Mark C. Kowalkowski

- C. Discussion and possible action on payment of bills dated 7/08/2022 through 7/15/2022, transfers for the period 7/14/2022 through 7/19/2022 and payroll for period 6/26/2022 through 7/09/2022\*

9. REPORTS OF CITY OFFICERS AND DEPARTMENT HEADS

- A. City Administrator's Report\*

10. COMMUNICATIONS

- A. Comments and suggestions from citizens\*\*
- B. Comments and announcements by Council Members
- C. Mayor's Report

11. ADJOURNMENT – CLOSED SESSION

It is anticipated the Common Council will adjourn to closed session pursuant to State Statute 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conduction other specified public business whenever competitive or bargaining reasons require a closed session, more specifically, Item 12. A&B

- A. Approval of Closed Session minutes from June 27, 2022
- B. Review of Tax Incremental Finance Agreement for Fox Run Development project located at N49 W6337 Western Road

12. RECONVENE TO OPEN SESSION

13. NEW BUSINESS – CONTINUED

- F. Discussion and possible action on Tax Incremental Finance Agreement for Fox Run Development project located at N49 W6337 Western Road

11. ADJOURNMENT

Individual members of various boards, committees, or commissions may attend the above meeting. It is possible that such attendance may constitute a meeting of a City board, committee or commission pursuant to State ex. rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 NW 2d 408 (1993). This notice does not authorize attendance at either the above meeting or the Badke Meeting but is given solely to comply with the notice requirements of the open meeting law.

\* *Information attached for Council; available through City Clerk's Office.*

\*\* *Citizen comments should be primarily one-way, from citizen to the Council. Each citizen who wishes to speak shall be accorded one opportunity at the beginning of the meeting and one opportunity at the end of the meeting. Comments should be kept brief. If the comment expressed concerns a matter of public policy, response from the Council will be limited to seeking information or acknowledging that the citizen has been understood. It is out of order for anyone to debate with a citizen addressing the Council or for the Council to take action on a matter of public policy. The Council may direct that the concern be placed on a future agenda. Citizens will be asked to state their name and address for the record and to speak from the lectern for the purposes of recording their comments.*

\*\*\* *Information available through the Clerk's Office.*

City of Cedarburg is an affirmative action and equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, disability, age, sexual orientation, gender identity, national origin, veteran status, or genetic information. City of Cedarburg is committed to providing access, equal opportunity and reasonable accommodation for individuals with disabilities in employment, its services, programs, and activities.

To request reasonable accommodation, contact the Clerk's Office,  
(262) 375-7606, email: [cityhall@ci.cedarburg.wi.us](mailto:cityhall@ci.cedarburg.wi.us).



## **CITY OF CEDARBURG PUBLIC MEETING POLICY DURING COVID-19**

The City of Cedarburg will begin utilizing [zoom](#), an online meeting tool, to conduct City meetings. This includes all public meetings. We are cancelling all non-essential meetings and limiting agenda items but there are items that do require decisions to be made so that projects throughout the City can continue or get completed in a timely manner. We will continue to adhere to open meeting laws as set forth by the State of Wisconsin.



Most recently the Wisconsin Department of Justice issued an advisory on March 16, 2020, addressing this issue and stating that: “Governmental bodies typically can meet their open meetings obligations, while practicing social distancing to help protect public health, by conducting meetings via telephone conference calls if the public is provided with an effective way to monitor such calls (such as public distribution, at least 24 hours in advance, of dial-in information for a conference call).” The advisory emphasizes that “When an open meeting is held by teleconference or video conference, the public must have a means of monitoring the meeting. DOJ concludes that, under the present circumstances, a governmental body will typically be able to meet this obligation by providing the public with information (in accordance with notice requirements) for joining the meeting remotely, even if there is no central location at which the public can convene for the meeting.

## **CITY OF CEDARBURG MEETING PROCEDURES DURING COVID-19 FOR PUBLIC**

To download [zoom](#) on your mobile device, click on one of the following:



Here are the procedures for public to be able to view a meeting live through [zoom](#).

1. Contact the City Administrator, Mikko Hilvo, 2 hours in advance of the meeting you wish to attend via [zoom](#) by emailing him at [mhilvo@ci.cedarburg.wi.us](mailto:mhilvo@ci.cedarburg.wi.us).
2. In your email Subject line please put down the meeting that you wish to attend (example: Common Council Meeting on 3-30-20 at 7:00pm).
3. Provide your Name, Address, Email, Phone Number to him via email with a request to join the meeting.
4. You will receive an invite to the meeting via email. Click on the invite prior to the meeting being held. The meeting will be open 10 minutes prior to the scheduled meeting start time so you can check your microphone and camera setup.
5. All public participants will have their microphone muted.
6. If, during public comment, anyone wishes to talk they should request to do so through the chat feature or by using the “hand” to wave at the meeting organizer. The administrator of the meeting will unmute you at the appropriate time and ask you to make your comments.

If you are unable to utilize a computer, iPad, or tablet to view the meeting you can call or email ahead of time and a phone number will be given to you to call in on. If you do call in, we ask that you put your phone on mute when you are not talking. If you need an agenda, we can email one to you.

Contact Info: Mikko Hilvo, City Administrator, [mhilvo@ci.cedarburg.wi.us](mailto:mhilvo@ci.cedarburg.wi.us), (262) 375-7917.



## **CITY OF CEDARBURG MEETING PROCEDURES DURING COVID-19 – FOR STAFF & BOARD MEMBERS**

The City of Cedarburg will be utilizing the [zoom](#) app to hold public meetings starting March 23, 2020 until April 30, 2020. All meetings will adhere to Wisconsin Open Meetings Law. The [zoom](#) app provides an option for the public to join the meeting via computer, iPad, tablet, or phone. Meetings will also be recorded and made available through our Clerks office for viewing at a later time.

Here are the procedures for staff and board members to utilize [zoom](#).

1. The City Administrator, Mikko Hilvo, will email a meeting invite to each staff and board member 24 hours prior to the meeting.
2. If another staff member, council member, or presenter needs access to the meeting and the ability to discuss an item they should request to get a meeting invite by emailing [mhilvo@ci.cedarburg.wi.us](mailto:mhilvo@ci.cedarburg.wi.us) at minimum 6 hours prior to the meeting.
3. In your email Subject line please put down the meeting that you wish to attend. (Example: Common Council Meeting on 3-30-20 at 7:00pm)
4. Provide your Name, Address, Email, Phone Number and reason for attending the meeting to the administrator.
5. All agendas and documents that need to be shared during the meeting will be sent to members ahead of time and also provided electronically to the meeting organizer (City Administrator).
6. All meetings will be open 10 minutes prior to the scheduled meeting start time so you can check your microphone and camera setup.
7. All staff and/or board members will have their microphones on unless they mute it themselves. All public participants will have their microphone muted except during public comments or if they use the chat feature asking the administrator for permission to speak.
8. All Votes will be done through roll call.

If you are unable to utilize a computer, iPad, or tablet to participate in the meeting you can call or email ahead of time and a phone number will be given to you to call in on. If you do call in, we ask that you put your phone on mute when you are not talking. If you need an agenda, it can be emailed to you.

Contact Info: Mikko Hilvo, City Administrator, [mhilvo@ci.cedarburg.wi.us](mailto:mhilvo@ci.cedarburg.wi.us), (262) 375-7917.

**CITY OF CEDARBURG**

**MEETING DATE:** July 25, 2022

**ITEM NO:** 7.A.

**TITLE:** Discussion and possible action to consider bids received for the Dorchester Drive Lift Station Rehabilitation Project construction contract (Public Works and Sewerage Comm. 7/14/22)

**ISSUE SUMMARY:** Staff advertised and received bids for the Dorchester Drive Lift Station Rehabilitation Project construction contract. A total of three bids were received, with the low bid submitted by Advanced Construction. Advanced Construction has successfully completed projects in Cedarburg in the past. Their most recent work in Cedarburg was on the Sheboygan Road Lift Station Project.

Advanced Construction's bid was for \$ 573,157.00, was slightly above the engineer's estimate and significantly above our budget of \$350,000. The next two bids were significantly higher.

**STAFF RECOMMENDATION:** Staff recommends award of the Dorchester Drive Lift Station Rehabilitation contract to Advanced Construction, based on their low bid of \$ 573,157.00.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:** The Public Works and Sewerage recommended award of the Dorchester Drive Lift Station contract to Advanced Construction.

**BUDGETARY IMPACT:** \$ 573,157.00 is above budget, however due to supply chain issues the work would likely not take place until 2023. So, the \$350,000 budgeted for this year could be encumbered and the additional money budgeted for in 2023.

**ATTACHMENTS:** Bid Tabulation

**INITIATED/REQUESTED BY:** Mike Wieser, Dennis Grulkowski

**FOR MORE INFORMATION CONTACT:** Mike Wieser – Director of Engineering and Public Works  
262-375-7610  
Dennis Grulkowski – Water Recycling Center Superintendent  
262-375-7900

# City of Cedarburg Dorchester Drive Lift Station Upgrade - Construction Contractors - Bid Tab

*Proposals Submitted June 28, 2022*

	<b>Advanced Construction</b>	<b>Mid City Corp</b>	<b>August Winter &amp; Sons</b>
Lump Sum Bid Price	\$ 573,157.00	\$ 677,945.00	\$ 707,500.00

**CITY OF CEDARBURG  
PUBLIC WORKS AND SEWERAGE COMMISSION  
July 14, 2022**

**PW/SEW20220714-1  
UNAPPROVED**

A regular meeting of the Public Works and Sewerage Commission of the City of Cedarburg, Wisconsin, was held Thursday, July 14, 2022. This meeting was held at Cedarburg City Hall, W63N645 Washington Avenue, lower level, room 2. The meeting was called to order at 7:00 p.m. by Mayor Michael O'Keefe.

Roll Call: Present – Ryan Hammetter, Bill Oakes, Bob Dries, Sandy Beck, Mayor Michael O'Keefe, Andrew Hester, Gary Graham

Excused- Charles Schumacher, Council Member Rick Verhaalen

Also Present - Director of Engineering Michael Wieser, Cedarburg Water Recycling Center Superintendent Dennis Grulkowski

**STATEMENT OF PUBLIC NOTICE**

Secretary Kim Esselmann confirmed that proper legal notice of the meeting had been given.

**APPROVAL OF MINUTES**

Motion made by Commissioner Oakes, seconded by Commissioner Graham, to approve the minutes of June 9, 2022. The motion carried unanimously with Council Member Verhaalen and Commissioner Schumacher excused.

**COMMENTS AND SUGGESTIONS FROM CITIZENS**

No comments or suggestions were offered at this time.



**CONSIDER BIDS RECEIVED FOR THE DORCHESTER DRIVE LIFT STATION REHABILITATION PROJECT; AND ACTION THEREON**

Director Wieser explained that three bids were received for the Dorchester Drive Lift Station Rehabilitation Project with the low bid of \$573,157 being submitted by Advance Construction. Advance Construction successfully completed the Sheboygan Road Lift Station Project for the City in 2016. The low bid came in significantly above the \$350,000 that is budgeted for the project.

Discussion was held and Superintendent Grulkowski explained that the generator for this project is at least one year out. If we sign the contract now, this will lock us in for this dollar

amount when the project starts next year. The City has \$350,000 budgeted for this project this year which will be incurred and another \$200,000 will need to be budgeted for next year.

Motion made by Commissioner Oakes, seconded by Commissioner Dries, to ask the Common Council to approve and sign the bid with Advanced Construction for the Dorchester Drive Lift Station Project. The motion carried unanimously with Council Member Verhaalen and Commissioner Schumacher excused.

**CONSIDER REQUEST TO PROHIBIT ON-STREET PARKING ON THE NORTH SIDE OF SHERMAN ROAD FOR 1,900 FEET WEST OF WAUWATOSA ROAD (STH 181) TO STONEY KETTLE DRIVE; AND ACTION THEREON**

Director Weiser stated he received an e-mail from the residents of the Seidler Pond Subdivision as they are requesting the placement of No Parking signage on the north side of Sherman Road from the crest of the hill west of Wauwatosa Road to the Seidler Pond tennis court drive located at the bottom of the hill. They have seen an increase in vehicles parking in this area over the last several years. There is a narrow shoulder along Sherman Road which makes the parked cars obstruct the driving lane. This creates a dangerous situation as westbound traffic over the crest of the hill is forced to cross over the centerline to get by the parked vehicles.

Public Works Director Adam Monticelli from the Town of Cedarburg was contacted to discuss the parking situation on Sherman Road. The south side of Sherman Road is the Town of Cedarburg. He did not have an issue with this nor did the Cedarburg Police Chief. There would be about 3-4 signs every 300-400 feet

Motion made by Commissioner Dries, seconded by Commissioner Oakes, to ask the Common Council to approve and amend the ordinance to allow No Parking signage on the north side of Sherman Road 1,900 feet west from Wauwatosa Road to Stoney Kettle Drive. The motion carried unanimously with Council Member Verhaalen and Commissioner Schumacher excused.

**REPORTS**

**Update on Public Works Operations**

Director Wieser stated they have been very busy with Strawberry Fest, 4<sup>th</sup> of July and then Maxwell Street Days. Eleven DPW workers were active to drive trucks to block intersections and pick up after the parade. Another brush pickup was completed and the crews are prepping the park for the All Children's Playground equipment.

The work on Sheboygan Road that AT&T did is done and restored.

Work has not started on the Highland Bridge to date.

**CITY OF CEDARBURG**

**MEETING DATE:** July 25, 2022

**ITEM NO: 7.B.**

**TITLE:** Discussion and possible action to approve Ordinance No. 2022-14 amending section 10-1-27 of the Code of Ordinances to authorize the prohibition of parking on the north side of Sherman Road for 1,900 west of Wauwatosa Road to Stony Kettle Drive (Public Works and Sewerage Comm. 7/14/22)

**ISSUE SUMMARY:** The residents of the Seidler Pond Subdivision are requesting the placement of No-Parking signage on the north side of Sherman Road from the crest of the hill west of Wauwatosa Road to the Seidler Pond Tennis court drive located at the bottom of the hill. They have seen an increase in vehicles parking in this area over the last several years. There is a narrow shoulder along Sherman Road which makes the parked cars obstruct the driving lane. This creates a dangerous situation as westbound traffic is forced to cross over the centerline over the hill to get by parked vehicles.

Staff does not object to the parking prohibition in this area.

**STAFF RECOMMENDATION:** Adopt Ordinance No. 2022-14

**BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION:** The Public Works and Sewerage Commission at its meeting on July 14, 2022 recommended the parking prohibition.

**BUDGETARY IMPACT:** Cost for No Parking signs.

**ATTACHMENTS:**

- Copy of proposed ordinance

**INITIATED/REQUESTED BY:** Mike Wieser

**FOR MORE INFORMATION CONTACT:** Mike Wieser-Director of Engineering and Public Works  
262-375-7610

**ORDINANCE NO. 2022-14**

**An Ordinance Prohibiting Parking on the north side of Sherman Road for 1,900 feet west of Wauwatosa Road (STH 181) to Stony Kettle Drive**

The Common Council of the City of Cedarburg, Wisconsin does hereby ordain as follows:

**SECTION 1.** Section 10-1-27 (Parking Prohibited Zones) of the Code of Ordinances of the City of Cedarburg is hereby amended as follows:

- (a) **Parking Prohibited Zones.** No person shall park or leave standing any vehicle upon any of the following highways, streets, or parts thereof, except temporarily for the purpose of and while actually engaged in receiving or discharging passengers. Either the operator or owner of any vehicle may be held responsible for the violation of this section.

(91) On the north side of Sherman Road for a distance of one thousand nine hundred (1,900) feet west of the west edge of pavement of Wauwatosa Road (STH 181) to Stony Kettle Drive.

**SECTION 2. SEVERABILITY.** Several Sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful, or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision and shall not affect the validity of any other provisions, sections, or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

**SECTION 3. EFFECTIVE DATE.** This ordinance shall take effect and be in force from and after its passage and publication as provided by law.

Passed and adopted this 25<sup>th</sup> day of July 2022

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Michael J. O'Keefe

Attest:

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Tracie Sette, City Clerk

Approved as to form:

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Michael P. Herbrand

amount when the project starts next year. The City has \$350,000 budgeted for this project this year which will be incurred and another \$200,000 will need to be budgeted for next year.

Motion made by Commissioner Oakes, seconded by Commissioner Dries, to ask the Common Council to approve and sign the bid with Advanced Construction for the Dorchester Drive Lift Station Project. The motion carried unanimously with Council Member Verhaalen and Commissioner Schumacher excused.



**CONSIDER REQUEST TO PROHIBIT ON-STREET PARKING ON THE NORTH SIDE OF SHERMAN ROAD FOR 1,900 FEET WEST OF WAUWATOSA ROAD (STH 181) TO STONEY KETTLE DRIVE; AND ACTION THEREON**

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Motion made by Commissioner Dries, seconded by Commissioner Oakes, to ask the Common Council to approve and amend the ordinance to allow No Parking signage on the north side of Sherman Road 1,900 feet west from Wauwatosa Road to Stoney Kettle Drive. The motion carried unanimously with Council Member Verhaalen and Commissioner Schumacher excused.

**REPORTS**

**Update on Public Works Operations**

Director Wieser stated they have been very busy with Strawberry Fest, 4<sup>th</sup> of July and then Maxwell Street Days. Eleven DPW workers were active to drive trucks to block intersections and pick up after the parade. Another brush pickup was completed and the crews are prepping the park for the All Children's Playground equipment.

The work on Sheboygan Road that AT&T did is done and restored.

Work has not started on the Highland Bridge to date.

**CITY OF CEDARBURG**

**MEETING DATE:** July 25th, 2022

**ITEM NO:** 7.C.

**TITLE:** Discussion and possible action on request to use ARPA funds to make up difference in price of televising camera.

**ISSUE SUMMARY:** The Water Recycling Center had budgeted \$80,000.00 for a new sewer televising camera. All the bids came in significantly higher due to inflation. The lowest quote we received was from Macqueen Equipment in the amount of \$102,065.00. Staff is asking to take \$22,065.00 from the ARPA funds to make up the difference.

**STAFF RECOMMENDATION:** Approve the use of ARPA funds to make up the difference in cost for the new camera.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:** This was discussed at the December Public Works meeting with the lead lateral replacement but no action was taken on it.

**BUDGETARY IMPACT:** None.

**ATTACHMENTS:** Macqueen Quote

**INITIATED/REQUESTED BY:** Dennis Grulkowski, Wastewater Superintendent

**FOR MORE INFORMATION, CONTACT:** Dennis Grulkowski, 262-375-7900.



June 27, 2022

City of Cedarburg Wastewater  
Mr. Craig Obry  
W54 N370 Park Ln.  
Cedarburg, WI 53012

Craig,

Thank you for the opportunity to quote one (1) Envirosight Rover X System with Integrated Lift for your sewer televising needs.

**System Selection:**

Rover X Camera System with Integrated Lift

XL Rubber Wheels

ECL-1 Camera Lift Hook.....\$102,065

Standard Features Include: VC500 Controller with Vision Report Software Installed, RAX300 Automatic Cable Reel with 300M (1000ft) Cable, Wireless Remote Controller, Reel Mounting Frame, Cable Cleaner for RAX300 Mainline Reel, Emergency Stop Cable, RX130 Quick Change Version Crawler with 3 Sets of Rubber Wheels for 6" to 12" Pipe Diameter and Integrated Lift. RCX90 Pan, Tilt, Zoom Camera, Pressurization Kit, and Win Can VX Entry License.

**\*\*System pricing includes freight, PDI, delivery, and training with Adam\*\***

If Purchase Order/Contract is approved, please remit to [cody.pfennig@macqueengroup.com](mailto:cody.pfennig@macqueengroup.com)

Respectfully Submitted,  
MACQUEEN EQUIPMENT

Cody Pfennig - Sales

**CITY OF CEDARBURG**

**MEETING DATE:** 7/25/22

**ITEM NO:** 7.D.

**TITLE:** Resolutions for approving a loan from the State Trust Funds of the State of Wisconsin for financing completion of TID Business Park Infrastructure and DPW Dump Truck.

**ISSUE SUMMARY:** During the budget process in 2021 the Common Council approved borrowing for a DPW Dump Truck and the HWY 60 Business Park infrastructure project for 2022. After discussion with Ehlers, local banks, and the Finance Committee it was determined that the best option for the City was to borrow through the State Trust Fund. The fund will allow us to borrow for both projects at a rate of 4.5% for a 10-year period with payments starting in March of 2024.

**STAFF RECOMMENDATION:** Staff recommends approval of the resolutions for the borrowing.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

Finance Committee recommended to utilize the State Trust Fund for borrowing for these projects at their June 15, 2022 meeting.

**BUDGETARY IMPACT:** Borrowing of \$615,000 (TID#6) and \$245,000 (DPW Truck). Payments will begin in 2024. No budgetary impact for 2023.

**ATTACHMENTS:** Resolution No. 2022-21 and Resolution No. 2022-22

**INITIATED/REQUESTED BY:** Mikko Hilvo, City Administrator

**FOR MORE INFORMATION CONTACT:** Mikko Hilvo, City Administrator

**RESOLUTION No. 2022-21**

**APPROVING A LOAN FROM THE  
TRUST FUNDS OF THE STATE OF WISCONSIN FOR  
FINANCING COMPLETION OF TID BUSINESS PARK INFRASTRUCTURE**

By provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2) of the Wisconsin Statutes means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under Sec. 60.71 and 60.72, metropolitan sewerage district created under Sec. 200.05 or 200.23, joint sewerage system created under Sec. 281.43(4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of **Cedarburg**, in the County of **Ozaukee**, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of **Six Hundred Fifteen Thousand Dollars (\$615,000.00)** for the purpose of **financing the completion of the TID Business Park Infrastructure** and for no other purpose.

The loan is to be payable within **10** years from the 15<sup>th</sup> day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of **4.50** percent per annum from the date of making the loan to the 15<sup>th</sup> day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of **Cedarburg**, in the County of **Ozaukee**, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of **Cedarburg** by such loan from the state be applied or paid out for any purpose except **financing the completion of the TID Business Park Infrastructure** without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands of Wisconsin agrees to make the loan, that the Mayor and Clerk of the City of **Cedarburg**, in the County of **Ozaukee**, Wisconsin, are authorized and empowered, in the name of the City to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the City pursuant to this resolution. The Mayor and Clerk of the City will perform all

necessary actions to fully carry out the provisions of Chapter 24, Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the aye and no vote by which they were adopted, be recorded, and that the Clerk of this City forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Passed and adopted this 25<sup>th</sup> day of July, 2022.

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Michael O'Keefe, Mayor

Attest:

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Tracie Sette, City Clerk

Approved as to form:

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Michael Herbrand, City Attorney

**RESOLUTION No. 2022-22**

**APPROVING A LOAN FROM THE  
TRUST FUNDS OF THE STATE OF WISCONSIN FOR  
FINANCING PURCHASE OF DPW DUMP TRUCK**

By provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2) of the Wisconsin Statutes means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under Sec. 60.71 and 60.72, metropolitan sewerage district created under Sec. 200.05 or 200.23, joint sewerage system created under Sec. 281.43(4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of **Cedarburg**, in the County of **Ozaukee**, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of **Two Hundred Forty Thousand Dollars (\$245,000.00)** for the purpose of **financing the purchase of a DPW Dump Truck** and for no other purpose.

The loan is to be payable within **10** years from the 15<sup>th</sup> day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of **4.50** percent per annum from the date of making the loan to the 15<sup>th</sup> day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of **Cedarburg**, in the County of **Ozaukee**, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of **Cedarburg** by such loan from the state be applied or paid out for any purpose except **financing the purchase of a DPW Dump Truck** without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands of Wisconsin agrees to make the loan, that the Mayor and Clerk of the City of **Cedarburg**, in the County of **Ozaukee**, Wisconsin, are authorized and empowered, in the name of the City to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the City pursuant to this resolution. The Mayor and Clerk of the City will perform all

necessary actions to fully carry out the provisions of Chapter 24, Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the aye and no vote by which they were adopted, be recorded, and that the Clerk of this City forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Passed and adopted this 25<sup>th</sup> day of July, 2022.

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Michael O'Keefe, Mayor

Attest:

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Tracie Sette, City Clerk

Approved as to form:

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Michael Herbrand, City Attorney

**CITY OF CEDARBURG**

**MEETING DATE:** July 25, 2022

**ITEM NO: 7.E.**

**TITLE:** Discussion and possible action on memorial wall for former Mayor Jim Coutts to be located on the patio on the east side of the Community Gym at W63N643 Washington Avenue

**ISSUE SUMMARY:** Staff has been working on a memorial for former Mayor Jim Coutts. The idea of a seating wall in front of the gym has been discussed previously as a potential parks project so this is an opportunity to create a memorial for a former Mayor and enhance the front of the community gym. The purpose is to provide an area where residents and visitors can gather to enjoy conversations with each other much like former Mayor Coutts enjoyed talking with people. His legacy of service to our community is valued by everyone who knew him. He was and continues to be an inspiration to many of us that serve this community in various capacities.

**STAFF RECOMMENDATION:** Staff recommends approval of the memorial wall.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:** At the 7-14-22 Landmarks committee meeting they recommended to approve the project with final approval of the material provided by Tom Kubala.

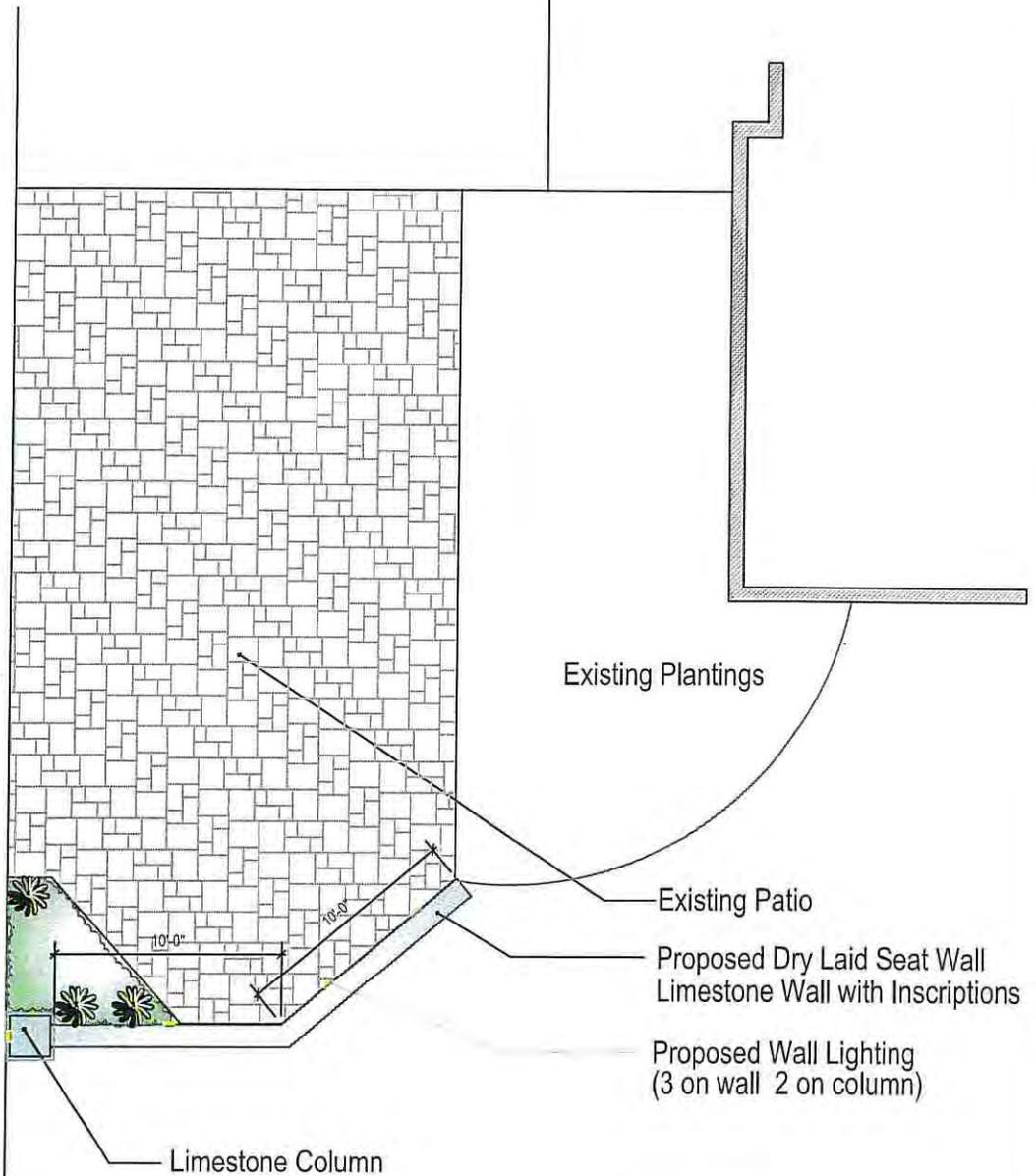
**BUDGETARY IMPACT:** None

**ATTACHMENTS:** Site and project pictures

**INITIATED/REQUESTED BY:** Mikko Hilvo, Administrator

**FOR MORE INFORMATION CONTACT:** Mikko Hilvo, Administrator, (262) 375-7917





RECEIVED

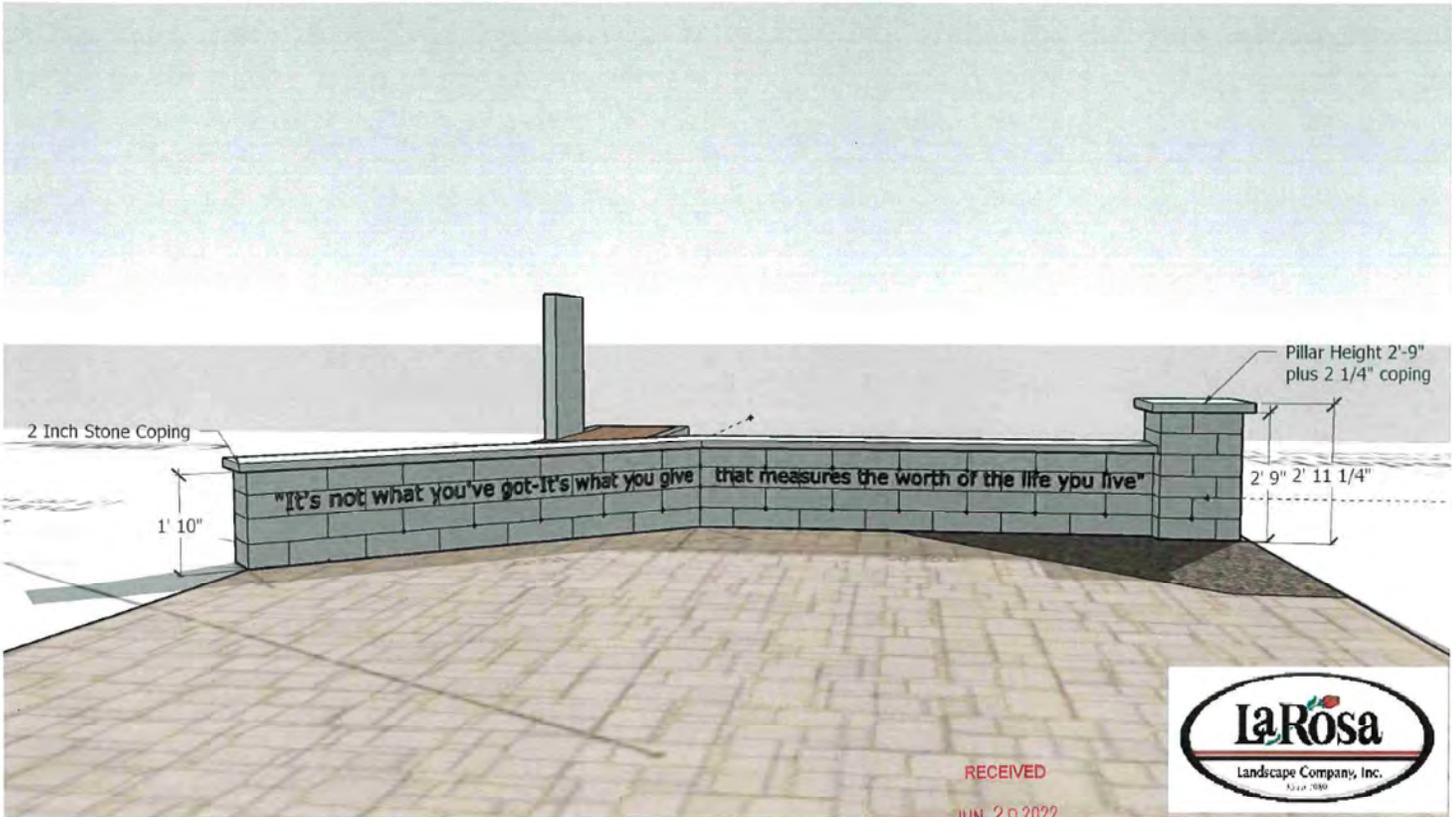
JUN 29 2022

CITY OF CEDARBURG

**Cedarburg Community Center**  
 Proposed Wall at Existing Patio  
 Prepared by LaRosa Landscape Co. Inc.

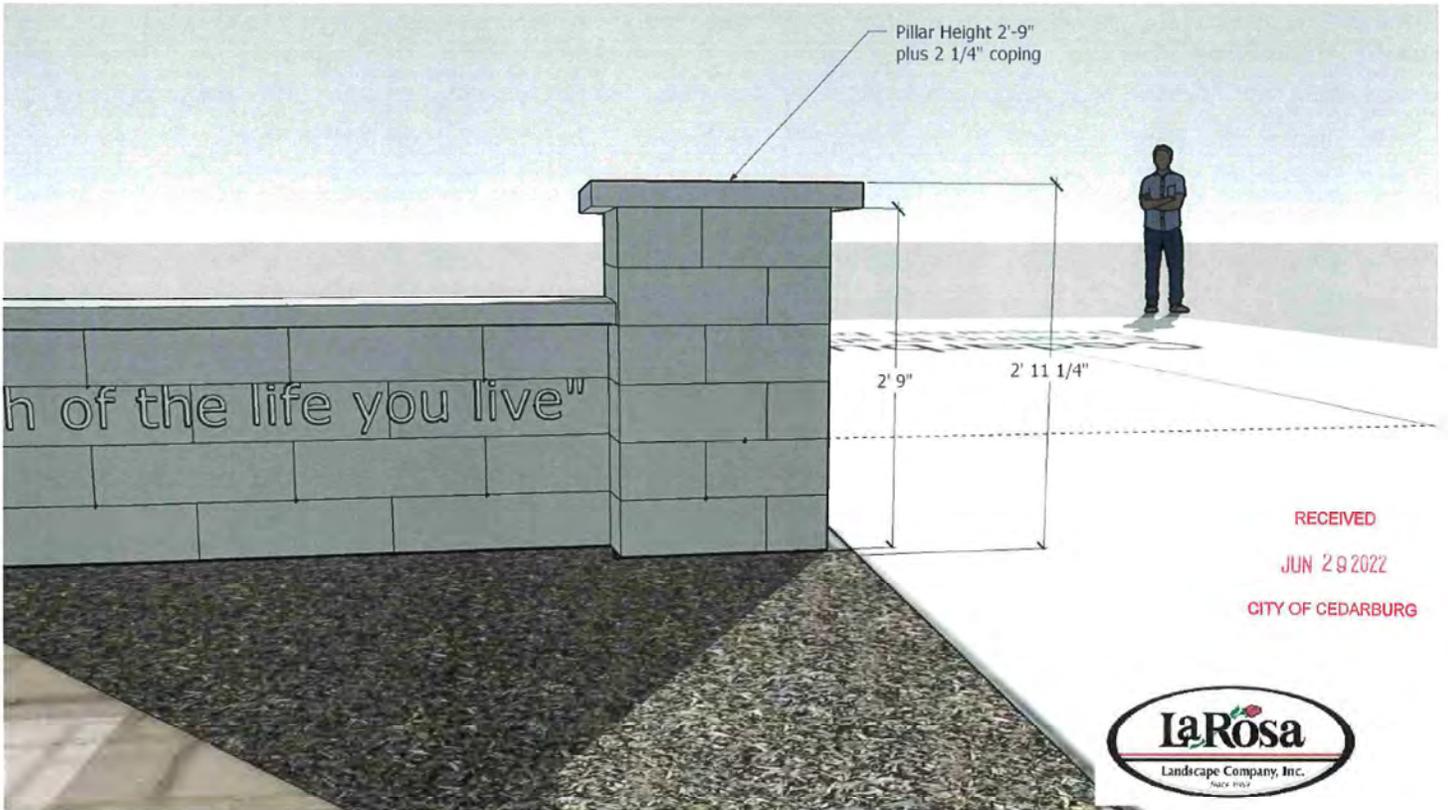
6.29.22  
 1/8" = 1'-0"





RECEIVED  
JUN 29 2022  
CITY OF CEDARBURG





**CITY OF CEDARBURG  
COMMON COUNCIL  
July 11, 2022**

**CC20220711-1  
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, July 11, 2022 at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers and online utilizing the Zoom app.

Mayor O’Keefe called the meeting to order at 7:00 p.m.

Roll Call: Present - Mayor Michael O’Keefe, Council Members Sherry Bublitz, Jack Arnett, Kristin Burkart, Rick Verhaalen, Robert Simpson (7:27 p.m.), Patricia Thome, Angus Forbes

Also Present - City Administrator Mikko Hilvo, City Attorney Michael Herbrand, Deputy City Clerk Amy Kletzien, Police Chief Mike McNerney, Captain Ryan Fitting, City Planner Jon Censky, interested citizens and news media

**STATEMENT OF PUBLIC NOTICE**

At Mayor O’Keefe’s request, Deputy City Clerk Kletzien verified that notice of this meeting was provided to the public by forwarding the agenda to the City’s official newspaper, the *News Graphic*, to all news media and citizens who requested copies, and by posting in accordance with the Wisconsin Open Meetings Law. Citizen’s present were welcomed and encouraged to provide their input during the citizen comment portion of the meeting.

**COMMENTS AND SUGGESTIONS FROM CITIZENS** - None

**NEW BUSINESS**

**DISCUSSION AND CONSULTATION REGARDING A REQUEST BY THE MANDEL GROUP INC. FOR A PROPOSED MULTI-FAMILY DEVELOPMENT WITH A TOTAL OF 250 UNITS LOCATED ON THE VACANT 17-ACRE SITE AT THE SOUTHEAST CORNER OF HIGHWAY 60 AND SHEBOYGAN ROAD**

Planner Censky explained that the Mandel Group is seeking consultation for a proposed multi-family development on the vacant land located at the southeast corner of State Highway 60 and Sheboygan Road. The applicant’s original submittal consisted of ten 2-story luxury apartment buildings, and three 3-story building that will include a total of 310 units on 17-acres for a density of 18.2 units/gross acres. However, after meeting with the Mayor, Council Member Arnett, and City Administrator Hilvo prior to last week’s Plan Commission meeting, the applicant scaled back his plans and reduced his unit count from 310 units to 250 units. Both plans are before the Common Council for discussion/consideration at this meeting. In support of these units, the plans propose 510 parking stalls, 257 of which will be enclosed and the remaining 252 as surface stalls, resulting in a count of 1.6 parking stalls per unit. City Code requires 1.5 stalls per acre.

Since this site is currently classified as commercial on the Comprehensive Land Use Plan, that Plan will need to be amended to the High-Density Residential classification at a density of up to

18.2 units/acre for this project to be realized as proposed. In addition, this project will require a zoning change from the Temporary Rs-1 District to the Rm-2(PUD) District. Procedurally, if Council Members support this concept, the applicant will need to submit a petition and application fee to the City Clerk for an amendment to the 2025 Comprehensive Land Use Map and a change to the City's Zoning District Map.

This project will be served by sewer and water facilities extended from the Cedar Place Apartment Complex to the south and then extended through his site ultimately to Highway 60 where it will be available to serve the future development of the land located to the north and west thereof. At this meeting the applicant is simply seeking feedback on the site design, architectural elevations, density, traffic patterns, etc. If he receives positive feedback, the applicant will petition for Land Use Plan and Zoning Map amendment.

City Planner Censky added that Staff would note that the applicant's plans do reflect our initial discussions that they achieve the look and feel of Cedarburg in terms of architectural style and the layout, as this site is viewed as a gateway to the City of Cedarburg. While the applicant's plans are impressive, and because of its location along a State Highway and a major local arterial, the multi-family use of this site may seem appropriate. However, Council Members should keep in mind that since this area is far removed from our downtown business and service area and even further from the south business district, the current Land Use classification was intended to promote commercial development that would serve the needs of residents in this area.

Development Associate Dan Romnek of the Mandel Group Inc. introduced himself and the project to the Common Council.

- 310 – unit, market-rate luxury apartment plan
  - Combination of 2-story townhome style buildings and 3-story buildings above underground parking
- Representative imagery takes inspiration from downtown Cedarburg with warm tones, intended to provide a modern yet comfortable and familiar aesthetic
- Four apartment styles will be offered
  - Studio, one-bedroom, two-bedroom, and three-bedroom apartments
  - Variety of styles is intended to appeal to a diverse demographic
    - Millennials, young families, and empty nesters
- Amenities superior to its competitors
  - Fitness center, clubroom, outdoor pool, outdoor courtyard with grilling stations and fire pits, dog run, bike storage and repair, and car wash
  - Walking paths that meander through the site, taking advantage of the existing wetlands and terrain
- High-end quality interior finishes
  - Stainless steel appliances, custom cabinetry with soft-close doors and drawers, quartz countertops, luxury vinyl plank flooring throughout and in-unit washers/dryers

The Common Council members discussed the pros and cons of the proposed multi-family development and offered the following comments:

- Would prefer retail/commercial on this land.
- Very little if no interest in providing a TIF, if requested by Developer.
- Against residential/already too much density.
- Hesitant to rush into anything; City should take time.
- Presented positive factors in residential development.
- Failed retail in the area.
- Sheboygan Road is the least traveled artillery road into Cedarburg.
- Several new developments being built in surrounding area.
- Concern over impact on School District.
- Do not need more luxury apartments/need more diversification.
- A substantial commercial element is needed in the proposal.
- At saturation point for high-density housing.
- Commercial would not be supported with the current residential population.
- Five Corners is the best area for commercial business.
- Apartments are not the answer on this property and the City should not be forced to accept this development on this property.

Mayor O'Keefe opened the discussion to public comment.

Four area residents spoke against the development citing the following:

- City is not meeting the requirements of the Smart Growth Plan by adding more multi-family developments.
- Better to do nothing with this property.
- Corner could be used for welcome area to the community similar to Fish Creek.
- Look for cooperative ideas for the property such as a recreational area to benefit the community.
- Nothing wrong with less traffic.
- Look for a long-term plan and work with surrounding communities.
- Building another multi-family development could end up with unintended consequences that would stretch our resources such as the Police Department, Fire Department, and water flow.

A fifth resident asked for a stop light on Sheboygan Road and Washington Avenue, due to the added traffic in the City from new developments.

**DISCUSSION AND POSSIBLE ACTION ON ISSUANCE OF A TRANSIENT ENTERTAINMENT LICENSE TO RAINBOW VALLEY RIDES, INC. FOR THE OZAUKEE COUNTY FAIR ON AUGUST 3-7, 2022 (10:00 A.M. TO 11:00 P.M.) AND THE REQUEST TO WAIVE THE REQUIREMENT FOR A CLEAN UP BOND AS REQUESTED BY AGRICULTURAL SOCIETY**

Motion made by Council Member Verhaalen, seconded by Council Member Simpson, to approve the issuance of a Transient Entertainment License to Rainbow Valley Rides, Inc. for the Ozaukee County Fair on August 3-7, 2022 (10:00 a.m. to 11:00 p.m.) and the request to waive the requirement for a clean up bond as requested by the Ozaukee County Agricultural Society. Motion carried without a negative vote.

**DISCUSSION AND POSSIBLE ACTION ON 2023 BUDGET CALENDAR**

City Administrator Hilvo presented the following Budget calendar:

**CITY OF CEDARBURG  
BUDGET CALENDAR 2022 (2023 Budget)**

<i>June 15</i>	Budget Memorandum distributed.
<i>July 11</i>	Council Sets Budget Priorities
<i>August 5</i>	Copy of proposed budget narrative, Capital Plan, and line- item budgets to Finance Director and City Administrator. Preliminary proposed budget review process for board, committee, and commission comments.
<i>September 2</i>	Department proposed budget requests due to Finance Director and City Administrator.
<i>September 6-9</i>	Department meetings with City Administrator and Finance Director to discuss your current year budget and 2022 requests.
<i>September 20</i>	Finance Committee Review of Budget
<i>September 26</i>	Budget delivered to Council.
<i>October 10</i>	Council review of budget.
<i>October 24</i>	Consider proposed budget.
<i>November 14</i>	Consider proposed budget. Official public budget hearing for citizen comments
<i>November 28</i>	Final budget adoption.

Motion made by Council Member Thome, seconded by Council Member Bublitz, to approve the 2023 Budget Calendar as presented. Motion carried without a negative vote.

**DISCUSSION AND POSSIBLE ACTION ON 2023 BUDGET PRIORITIES**

City Administrator Hilvo explained that the Common Council sets the budget priorities annually to guide the development of the budget. In previous years, the Department Heads have provided their budget requests to the Common Council; however, due to having to adjust for inflation, allow for cost of living increases, and to fund current priorities for the City all other increases will not be considered unless requested by the Mayor and/or Common Council. He further explained that inflation has increased fuel, equipment, and other project costs that will require budget increases for all departments and these costs are currently unknown.

City Administrator Hilvo explained that Cost of Living (COLA) is set at 5.9%. If staff wages are increase by 6%, the annual increase to the City would be approximately \$320,000; whereas a 3% annual increase to the City would be approximately \$160,000. Some area municipalities are recommending 6% increases and evaluating other benefits to help with staff retention.

The current priorities are as listed:

- 1) **EMS Services.** Additional full-time FF/EMT's/Paramedics are needed to decrease call response times and to respond to increased calls. The recommended additional staffing levels for 2023 will be funded by a potential grant from Ozaukee County. The increased cost from 2022 to 2023 for the city is estimated at \$10,000.
- 2) **Health Insurance.** Moving to the State Health Insurance plan in 2023 will have long-term savings for the City but the initial surcharge cost will potentially increase the budget by \$428,152 in 2023.
- 3) **Email server change from the County to private provider.** Ozaukee County has advised us that they will no longer handle emails for municipalities. This, along with a Federal requirement to switch to .gov email addresses requires us to switch to Office 365. The increase for 2023 is estimated at \$30,000 with an annual increase of around \$6,000.
- 4) **Street Repairs.** Increased street repair project costs. Based on asphalt prices being increased by 40% this Spring we will either need to increase the budgeted amounts or do less street repairs in 2023.
- 5) **Public Safety.** An increase in new developments within the city and additional safety measures required for festivals, parades, and other events is taxing our police department. To assist with public safety a need for an additional officer is being requested. Estimated cost is \$124,276 with benefits. This cost is being offset with the elimination of third shift dispatch.

The Common Council provided the following budget guidelines in addition to the above priorities and discussion to City Administrator Hilvo:

- Strive for a 0% overall budget increase.
- Examine fees for added revenue.
- Use the City's Fund Balance for Health Insurance this year.

#### **DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF AN ADDITIONAL PATROL VEHICLE IN 2023 TO THE CEDARBURG POLICE DEPARTMENT FLEET**

Police Chief McNerney explained that they currently have five marked patrol cars in addition to one dedicated K9 squad and the new marked School Resource Officer car. One of the patrol cars is used by the School Safety officer, which leaves them with four marked cars for the rest of the patrol. When one goes down for repairs or during special events, they are often out of cars and officers must either wait at the station for a car or double up, which is not efficient. Police Chief McNerney recommended using some of the savings from the change in dispatch for additional patrol car.

Motion made by Council Member Burkart, seconded by Council Member Simpson, to approve an additional patrol vehicle in 2023 to the Cedarburg Police Department fleet. Motion carried without a negative vote.

**DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF ADDING AN ADDITIONAL PATROL OFFICER IN 2023 TO THE CEDARBURG POLICE DEPARTMENT**

Police Chief McNerney explained that the goal of the Cedarburg Police Department is to keep the crime rate low and quality of life high and a big part of that is unobligated patrol time. This is one of the biggest crime prevention strategies and their current staffing levels limit their ability to do this. Adding more patrol staff will allow officers more unobligated time so that they can concentrate on patrol and visibility to prevent crime and keep our citizens safe. Police Chief McNerney highlighted a thorough staff study that was completed by Captain Fitting and Sergeant Schellinger on the policing needs of the City. They researched several key areas to include comparable sized cities, population size, growth, and tourism. A police officer has not been added to the Department since 2002, while over this time period the City has added 23 subdivisions, not including any pending proposals or the additional Business Park on State Hwy. 60. The number of festivals and special events that are held within the City have increased along with the attendance levels at these events since 2002, straining their ability to properly staff them. The growth in festivals and special events has increased the number visitors to the City daily, which is also a draw on their available resources. He recommended using some of the savings from the change in dispatch for an additional patrol officer.

Motion made by Council Member Verhaalen, seconded by Council Member Forbes, to approve adding an additional Patrol Officer in 2023 to the Cedarburg Police Department. Motion carried without a negative vote.

**DISCUSSION AND POSSIBLE ACTION ON TOWER/LAND LEASE AGREEMENT**

City Attorney Herbrand explained that US Cellular is relocating their cell tower equipment from the old water tower on Western Avenue to the monopole. This requires a new lease agreement with them. This lease agreement has been negotiated between First American Site Acquisition Inc., who is representing US Cellular and by Attorney Herbrand for the City. The budgetary impact of this lease is revenue of \$41,523 annually beginning the first year with 3% increases each year after. A one-time payment of \$35,000 is also required to offset the City's cost of constructing the monopole.

Motion made by Council Member Bublitz, seconded by Council Member Simpson, to approve the US Cellular Tower/Land Lease Agreement. Motion carried without a negative vote.

**CONSENT AGENDA**

Motion made by Council Member Thome, seconded by Council Member Bublitz, to approve the following consent agenda items. Motion carried without a negative vote.

- Approval of June 27, 2022 Common Council meeting minutes.
- Approval of new and renewal 2022-2023 Operator Licenses for:

Raymond Guerin  
Jacqueline F. Harrison

Paige M. Rochwite  
Michael R. Sheeran

Stephen C. Bicek  
Sarah N. Jellen  
James J. Levine  
Mark A. Nagy

Courtney C. Owrey  
Aubrey A. Thiede  
Raymond J. Tollefson  
Tim J. Van Ryzin

- Approval of payment of bills dated 6/24/22 through 7/1/22, transfers for the period 6/21/22 through 7/6/22 and payroll for period 6/12/22 through 6/25/22.

**CITY ADMINISTRATOR'S REPORT** - None

**COMMENTS AND SUGGESTIONS FROM CITIZENS** - None

**COMMENTS AND ANNOUNCEMENTS BY COUNCIL MEMBERS**

Council Member Bublitz explained that the installation of fiberoptics by AT&T is a fantastic opportunity for her District and thanked everyone for putting up with the work. Service will begin on July 21.

Council Member Bublitz reported on the work of the Diversity Committee in conjunction with Bridge Builders to plan the Peace in the Park event for August 6. A Film Festival is planned July 20.

**MAYOR REPORT** - None

**ADJOURNMENT**

Motion made by Council Member Arnett, seconded by Council Member Forbes, to adjourn the meeting at 9:12 p.m. Motion carried without a negative vote.

Amy D. Kletzien, MMC/WCPC  
Deputy City Clerk

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
07/08/2022	PWBDD	41149	ABLE DISTRIBUTING	REPAIR AND MAINTENANCE	500240	518100	409.04
07/08/2022	PWBDD	41150	ADVANCE AUTO PARTS	MAINTENANCE PARTS	500353	533210	95.98
07/08/2022	PWBDD	41155*#	BEYER'S HARDWARE	REPAIR AND MAINTENANCE	500240	518100	11.23
				REPAIR AND MAINTENANCE	500240	518100	33.28
				REPAIR AND MAINTENANCE	500240	518100	28.77
				OPERATING SUPPLIES	500350	518100	7.91
				OPERATING SUPPLIES	500350	533210	2.24
				OPERATING SUPPLIES	500350	533210	14.38
				OPERATING SUPPLIES	500350	533210	44.98
				OPERATING SUPPLIES	500350	533210	2.96
				OPERATING SUPPLIES	500350	533210	39.55
				OPERATING SUPPLIES	500350	533210	29.20
				OPERATING SUPPLIES	500350	533210	6.74
				OPERATING SUPPLIES	500350	533210	18.39
				OPERATING SUPPLIES	500350	533210	61.19
				MAINTENANCE PARTS	500353	533210	6.29
				MAINTENANCE PARTS	500353	533210	8.21
				MAINTENANCE PARTS	500353	533210	7.19
				MAINTENANCE PARTS	500353	533210	1.97
				SIGNS	500363	533311	9.89
				REPAIR AND MAINTENANCE	500240	555510	19.07
				REPAIR AND MAINTENANCE	500240	555510	28.14
				REPAIR AND MAINTENANCE	500240	555510	7.72
				CHECK PWBDD 41155 TOTAL FOR FUND 100:			389.30
07/08/2022	PWBDD	41159	CEDARBURG LIGHT & WATER	REPAIR AND MAINTENANCE	500240	555510	120.70
07/08/2022	PWBDD	41160	CHARTER COMMUNICATIONS	TELEPHONE/COMMUNICATIONS	500225	522110	434.00
07/08/2022	PWBDD	41161	CHEMIN INDUSTRIAL SYSTEMS INC	REPAIR AND MAINTENANCE	500240	533730	194.28
07/08/2022	PWBDD	41162*#	CINTAS CORPORATION	OPERATING SUPPLIES	500350	533210	225.20
07/08/2022	PWBDD	41163	COMPLETE OFFICE OF WISCONSIN	OFFICE SUPPLIES	500310	522310	27.98
07/08/2022	PWBDD	41165	DIGITAL EDGE OF GRAFTON	OFFICE SUPPLIES	500310	515600	61.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
07/08/2022	PWBDD	41167	EGELHOFF LAWNMOWER SERVICE	MAINTENANCE PARTS	500353	533210	18.60
				MAINTENANCE PARTS	500353	533210	13.20
				CHECK PWBDD 41167 TOTAL FOR FUND 100:			<u>31.80</u>
07/08/2022	PWBDD	41169	EXCEL DISPOSAL OF WISCONSIN LLC	PUBLIC WORKS FEES	463101	000000	304.89
07/08/2022	PWBDD	41170	FASTENAL COMPANY	MAINTENANCE PARTS	500353	533210	288.01
07/08/2022	PWBDD	41171	FAULKS BROS. CONSTRUCTION, INC	REPAIR AND MAINTENANCE	500240	533210	1,569.35
07/08/2022	PWBDD	41172	FIVE CORNERS DODGE	SUPPLIES AND EXPENSES	500347	522120	6.18
				GAS AND OIL EXPENSE	500351	522120	380.00
				GAS AND OIL EXPENSE	500351	522120	78.66
				CHECK PWBDD 41172 TOTAL FOR FUND 100:			<u>464.84</u>
07/08/2022	PWBDD	41173*#	GRAFTON ACE HARDWARE	MAINTENANCE PARTS	500353	533210	2.02
07/08/2022	PWBDD	41174	GROTHS COUNTRY GARDENS	SUPPLIES AND EXPENSES	500347	555220	6,363.20
07/08/2022	PWBDD	41175*#	HOME DEPOT CREDIT SERVICES	OPERATING SUPPLIES	500350	533210	438.75
				MAINTENANCE PARTS	500353	533210	16.96
				CHECK PWBDD 41175 TOTAL FOR FUND 100:			<u>455.71</u>
07/08/2022	PWBDD	41180	JM BRENNAN, INC.	REPAIR AND MAINTENANCE	500240	518100	2,500.00
07/08/2022	PWBDD	41181	JONATHAN CENSKY	PROFESSIONAL SERVICES	500210	566310	6,757.79
07/08/2022	PWBDD	41187*	NEWMAN CHEVROLET	MAINTENANCE PARTS	500353	533210	151.16
07/08/2022	PWBDD	41188*#	NORTH WOODS	REPAIR AND MAINTENANCE	500240	555510	817.65
07/08/2022	PWBDD	41189	ODP BUSINESS SOLUTIONS	OFFICE SUPPLIES	500310	522110	166.70
				OFFICE SUPPLIES	500310	522110	58.19
				CHECK PWBDD 41189 TOTAL FOR FUND 100:			<u>224.89</u>

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
07/08/2022	PWBDD	41190	OFFICE COPYING EQUIPMENT LTD	EQUIPMENT OUTLAY	500385	514700	12.95
				EQUIPMENT OUTLAY	500385	514700	9.23
				CHECK PWBDD 41190 TOTAL FOR FUND 100:			<u>22.18</u>
07/08/2022	PWBDD	41191*#	OLSEN'S PIGGLY WIGGLY	SUPPLIES AND EXPENSES	500347	522120	9.16
07/08/2022	PWBDD	41192	ONTECH SYSTEMS, INC	PROFESSIONAL SERVICES	500210	514700	468.72
				PROFESSIONAL SERVICES	500210	514700	931.00
				EQUIPMENT/CAPITAL OUTLAY	500380	514700	77.56
				EQUIPMENT/CAPITAL OUTLAY	500380	514700	318.00
				EQUIPMENT OUTLAY	500385	514700	650.00
				CHECK PWBDD 41192 TOTAL FOR FUND 100:			<u>2,445.28</u>
07/08/2022	PWBDD	41193	REDISHRED ACQUISITION INC	PROFESSIONAL SERVICES	500210	515600	55.00
07/08/2022	PWBDD	41194	RIVER RUN COMPUTERS, INC.	TELEPHONE/COMMUNICATIONS	500225	522110	75.00
07/08/2022	PWBDD	41195#	RUDIG TROPHIES	OFFICE SUPPLIES	500310	515600	18.88
				OFFICE SUPPLIES	500310	522310	18.87
				CHECK PWBDD 41195 TOTAL FOR FUND 100:			<u>37.75</u>
07/08/2022	PWBDD	41196	SETTLERS INN	SUPPLIES AND EXPENSES	500347	522120	424.75
07/08/2022	PWBDD	41197	SHERWIN INDUSTRIES, INC.	REPAIR AND MAINTENANCE	500240	533440	257.66
07/08/2022	PWBDD	41198	SITEONE LANDSCAPE SUPPLY	REPAIR AND MAINTENANCE	500240	533440	1,596.33
07/08/2022	PWBDD	41199	SPECTRUM	TELEPHONE/COMMUNICATIONS	500225	522110	32.85
07/08/2022	PWBDD	41203*#	U.S. CELLULAR	BAIER CELL 0282	500225	522310	60.21
				BUDD CELL 5488	500225	522310	42.00
				URBANEK CELL 5335	500225	533110	42.50
				WIESER CELL 1782	500225	533110	38.50
				DPW IPAD 1293	500225	533210	25.00
				HINTZ CELL 9168	500225	533210	45.58
				PUBLITZ TABLET 1195	500225	533210	25.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
				BUBLITZ HOT SPOT 0913	500225	533210	39.50
				LEGAULT TABLET 9599	500225	555510	10.50
				KETTNER TABLET 9629	500225	555510	10.50
				WESTPHAL TABLET 8568	500225	555510	10.50
				WESTPHAL CELL 3140	500225	555510	46.50
				PETERSON TABLET 5195	500225	555510	10.50
				CHECK PWBDD 41203 TOTAL FOR FUND 100:			<u>406.79</u>
07/08/2022	PWBDD	41204	UNIFIRST CORPORATION	OPERATING SUPPLIES	500350	533210	52.47
07/08/2022	PWBDD	41206	WISCONSIN HUMANE SOCIETY	ANIMAL POUND	500213	522110	177.50
07/15/2022	PWBDD	41210	AMERICAN SIGNAL CORPORATION	REPAIR AND MAINTENANCE	500240	522100	183.75
07/15/2022	PWBDD	41211*#	AURORA HEALTH CARE	PROFESSIONAL SERVICES	500210	515600	48.00
07/15/2022	PWBDD	41214	BARTON SMALL ENGINE, LLC	MAINTENANCE PARTS	500353	533210	189.70
				MAINTENANCE PARTS	500353	533210	284.89
				CHECK PWBDD 41214 TOTAL FOR FUND 100:			<u>474.59</u>
07/15/2022	PWBDD	41215*#	BEYER'S HARDWARE	REPAIR AND MAINTENANCE	500240	518100	4.48
				OPERATING SUPPLIES	500350	533210	(32.87)
				REPAIR AND MAINTENANCE	500240	555510	16.17
				REPAIR AND MAINTENANCE	500240	555510	7.91
				REPAIR AND MAINTENANCE	500240	555510	43.18
				CHECK PWBDD 41215 TOTAL FOR FUND 100:			<u>38.87</u>
07/15/2022	PWBDD	41216	BOBCAT OF JANESVILLE	MAINTENANCE PARTS	500353	533210	385.99
07/15/2022	PWBDD	41218*#	CARDMEMBER SERVICE	AMAZON	500310	514100	267.16
				ZOOM	500320	514100	63.26
				PROF PUBLICATIONS AND DUES	500320	514100	189.98
				OFFICE SUPPLIES	500310	514200	212.40
				POSTAGE FUNDING	500225	522110	328.31
				ADOBE	500225	522110	207.76
				OFFICE SUPPLIES	500310	522110	38.60

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
				BEST WESTERN	500330	522120	415.00
				DICK'S SPORTING, ARMORY SUPPLIES	500347	522120	51.40
				K-9 UNIT EXPENSE	500352	522120	143.72
				PARK MOBILE	500330	522130	4.38
				COSTCO	500350	533210	222.03
				DULUTH, ROGAN	500350	533210	1,492.34
				OPERATING SUPPLIES	500350	533210	(22.50)
				FOOD	500390	555140	10.98
				MICHAELS	500240	555510	57.92
				PRINTER	500310	555510	177.98
				CHECK PBDD 41218 TOTAL FOR FUND 100:			<u>3,860.72</u>
07/15/2022	PBDD	41220	CEDARBURG LIGHT & WATER	HARBOR HOMES N115W7118 OAKMOUNT DR	256201	000000	1,945.00
				MARK & NORA N115W6953 CABOT CT LOT 20	256201	000000	1,945.00
				HARBOR HOMES N115W7140 OAKMOUNT LOT# 36	256201	000000	1,945.00
				CHECK PBDD 41220 TOTAL FOR FUND 100:			<u>5,835.00</u>
07/15/2022	PBDD	41221	CINTAS CORPORATION	OPERATING SUPPLIES	500350	533210	126.83
07/15/2022	PBDD	41222#	COMPLETE OFFICE OF WISCONSIN	COMPUTER/COPIER SUPPLIES	500312	514100	426.20
				OFFICE SUPPLIES	500310	522310	17.73
				OFFICE SUPPLIES	500310	533110	41.85
				OFFICE SUPPLIES	500310	566310	5.99
				CHECK PBDD 41222 TOTAL FOR FUND 100:			<u>491.77</u>
07/15/2022	PBDD	41223	CONCRETE SHORTPOUR, INC	REPAIR AND MAINTENANCE	500240	533440	220.00
07/15/2022	PBDD	41224*#	CONLEY MEDIA, LLC	LEGAL PUBLICATIONS	500325	514100	144.19
07/15/2022	PBDD	41225	CROWN ASSET MANAGEMENT LLC	COURT ORDERED DEDUCTIONS	215914	000000	20.74
07/15/2022	PBDD	41226	DIGITAL EDGE OF GRAFTON	OFFICE SUPPLIES	500310	522110	45.00
07/15/2022	PBDD	41228	EGELHOFF LAWNMOWER SERVICE	MAINTENANCE PARTS	500353	533210	27.98
07/15/2022	PBDD	41229	FASTENAL COMPANY	REPAIR AND MAINTENANCE	500240	533440	214.24
07/15/2022	PBDD	41230	FIVE CORNERS DODGE	REPAIR AND MAINTENANCE	500390	522120	15.19

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
07/15/2022	PWBDD	41232*#	HOUSEMAN & FEIND, LLP	EXTRAORDINARY SERVICES	500211	516100	2,854.00
				ATTORNEY/CONSULTANT	500212	522110	1,200.00
				ATTORNEY/CONSULTANT	500212	522110	273.00
				CHECK PWBDD 41232 TOTAL FOR FUND 100:			<u>4,327.00</u>
07/15/2022	PWBDD	41233	IBS OF SOUTHEASTERN WISCONSIN	MAINTENANCE PARTS	500353	533210	425.85
07/15/2022	PWBDD	41235	KATIE TIEFENTHALER	PARK RENTAL FEES	467200	000000	50.00
07/15/2022	PWBDD	41237	LISA BALKOWSKI	OFFICE SUPPLIES	500310	514100	600.00
07/15/2022	PWBDD	41238	MILWAUKEE AREA TECHNICAL	TRAVEL & TRAINING	500330	522120	141.61
07/15/2022	PWBDD	41239*#	OLSEN'S PIGGLY WIGGLY	OPERATING SUPPLIES	500350	533210	44.10
07/15/2022	PWBDD	41241	OWEN'S OFFICE SUPPLIES	OFFICE SUPPLIES	500310	555510	145.50
07/15/2022	PWBDD	41242#	QUALITY STATE OIL CO., INC.	FUEL INVENTORY	161500	000000	6,208.80
				FUEL INVENTORY	161500	000000	6,637.80
				GAS AND OIL EXPENSE	500351	533210	224.00
				GAS AND OIL EXPENSE	500351	533210	503.92
				CHECK PWBDD 41242 TOTAL FOR FUND 100:			<u>13,574.52</u>
07/15/2022	PWBDD	41244#	QUILL CORP.	OFFICE SUPPLIES	500310	515600	11.48
				OFFICE SUPPLIES	500310	522310	12.99
				CHECK PWBDD 41244 TOTAL FOR FUND 100:			<u>24.47</u>
07/15/2022	PWBDD	41246	RUDIG TROPHIES	OFFICE SUPPLIES	500310	514100	11.00
07/15/2022	PWBDD	41249	SPECTRUM	OPERATING SUPPLIES	500350	533210	10.95
07/15/2022	PWBDD	41250	STATE INDUSTRIAL PRODUCTS	OPERATING SUPPLIES	500350	533210	134.12
07/15/2022	PWBDD	41252	WAUKESHA COUNTY TECHNICAL COLLEGE	TRAVEL & TRAINING	500330	522120	604.38
07/15/2022	PWBDD	41254	ZARNOTH BRUSH WORKS INC	STREET SWEEPING	500295	533440	1,203.60
07/15/2022	PWBDD	41256	ZUERN BUILDING PRODUCTS	STIGNS	500363	533311	120.48

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
Total for fund 100 GENERAL FUND							61,031.95
Fund: 200 CEMETERY FUND							
07/08/2022	PWBDD	41173*#	GRAFTON ACE HARDWARE	REPAIR AND MAINTENANCE	500240	544210	91.78
07/08/2022	PWBDD	41186	NATE'S LANDSCAPE COMPANY	PROFESSIONAL SERVICES	500210	544210	1,540.80
				PROFESSIONAL SERVICES	500210	544210	1,540.80
CHECK PWBDD 41186 TOTAL FOR FUND 200:							<u>3,081.60</u>
Total for fund 200 CEMETERY FUND							3,173.38
Fund: 220 RECREATION PROGRAMS FUND							
07/08/2022	PWBDD	41157	CATHARINE HAN	MISCELLANEOUS REVENUE	486000	000000	975.00
07/08/2022	PWBDD	41168	ELIZABETH HARRISON	MISCELLANEOUS REVENUE	486000	000000	120.00
07/08/2022	PWBDD	41179	JESSICA SILVAGGI	MISCELLANEOUS REVENUE	486000	000000	95.00
07/08/2022	PWBDD	41182	KATRINA ALEVIZOS	MISCELLANEOUS REVENUE	486000	000000	325.00
07/08/2022	PWBDD	41200	STACY FERNANDEZ	SAFETY TRAINING	467318	000000	75.00
07/08/2022	PWBDD	41201	STEPHANIE LOPEZ	POMS REVENUE	467332	000000	80.00
07/15/2022	PWBDD	41218*#	CARDMEMBER SERVICE	GORITEWAY- CAMP	500336	555390	279.31
				PLAYGROUND CAMP	500347	555390	880.21
				SUPPLIES AND EXPENSES	500347	555390	89.39
				AMAZON	500347	555390	533.63
				SAFETY EQUIPMENT	500372	555390	350.00
				POMS EXPENSES	500394	555390	548.94
CHECK PWBDD 41218 TOTAL FOR FUND 220:							<u>2,681.48</u>
07/15/2022	PWBDD	41234	KATIE BAKER	YOUTH FOOTBALL REGISTRATION	467317	000000	100.00
Total for fund 220 RECREATION PROGRAMS FUND							4,451.48
Fund: 221 FUEL SYSTEM - WASH BAY							
07/08/2022	PWBDD	41188*#	NORTH WOODS	REPAIR AND MAINTENANCE	500240	533210	574.03
Total for fund 221 FUEL SYSTEM - WASH BAY							574.03
Fund: 232 DONATIONS							

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 232 DONATIONS							
07/15/2022	PWBDD	41207	ADVANCED TECHNICAL LLC	EQUIPMENT/CAPITAL OUTLAY	500380	522100	893.09
Total for fund 232 DONATIONS							893.09
Fund: 240 SWIMMING POOL FUND							
07/08/2022	PWBDD	41151	ANDREW WELLMAN	SWIMMING POOL - LESSONS	467342	000000	50.00
07/08/2022	PWBDD	41153	BADGER POPCORN & CONCESSION	OPERATING SUPPLIES	500350	555321	479.45
				OPERATING SUPPLIES	500350	555321	(26.00)
CHECK PWBDD 41153 TOTAL FOR FUND 240:							453.45
07/08/2022	PWBDD	41155*#	BEYER'S HARDWARE	MAINTENANCE SUPPLIES	500340	555320	4.84
				MAINTENANCE SUPPLIES	500340	555320	103.84
				MAINTENANCE SUPPLIES	500340	555320	74.44
				MAINTENANCE SUPPLIES	500340	555320	57.56
				MAINTENANCE SUPPLIES	500340	555320	105.26
				MAINTENANCE SUPPLIES	500340	555320	34.18
				MAINTENANCE SUPPLIES	500340	555320	11.50
CHECK PWBDD 41155 TOTAL FOR FUND 240:							391.62
07/08/2022	PWBDD	41156	CARRICO AQUATIC RESOURCES	ENDURO M32 ROBOTIC CLEANER	500380	555320	9,441.31
				SHIPPING	500380	555320	564.97
				SERVICE/TRAINING AGREEMENT	500380	555320	1,400.00
CHECK PWBDD 41156 TOTAL FOR FUND 240:							11,406.28
07/08/2022	PWBDD	41158	CEDAR CREST	OPERATING SUPPLIES	500350	555321	1,806.84
07/08/2022	PWBDD	41175*#	HOME DEPOT CREDIT SERVICES	MAINTENANCE SUPPLIES	500340	555320	477.39
				EQUIPMENT/CAPITAL OUTLAY	500380	555320	353.97
CHECK PWBDD 41175 TOTAL FOR FUND 240:							831.36
07/08/2022	PWBDD	41176	HORIZON COMMERCIAL POOL SUPPLY	OPERATING SUPPLIES	500350	555320	2,662.25
07/08/2022	PWBDD	41184	NAOMI HILLGARTNER	SWIMMING POOL - EXERCISE	467343	000000	90.00
07/08/2022	PWBDD	41185	NASSCO, INC.	EQUIPMENT/CAPITAL OUTLAY	500380	555320	112.04
				EQUIPMENT/CAPITAL OUTLAY	500380	555320	261.44

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 240 SWIMMING POOL FUND							
				CHECK PWBDD 41185 TOTAL FOR FUND 240:			373.48
07/08/2022	PWBDD	41191*#	OLSEN'S PIGGLY WIGGLY	OPERATING SUPPLIES	500350	555321	17.72
				OPERATING SUPPLIES	500350	555321	20.94
				OPERATING SUPPLIES	500350	555321	171.77
				OPERATING SUPPLIES	500350	555321	16.91
				CHECK PWBDD 41191 TOTAL FOR FUND 240:			227.34
07/15/2022	PWBDD	41212	BADGER POPCORN & CONCESSION	OPERATING SUPPLIES	500350	555321	1,192.62
07/15/2022	PWBDD	41218*#	CARDMEMBER SERVICE	RED CROSS LIGE GUARD	500330	555320	287.00
				AMAZON	500340	555320	583.65
				AMAZON	500346	555320	79.70
				AMAZON	500380	555320	213.15
				AMAZON	500390	555320	190.90
				BJ WHOLESALE	500350	555321	213.58
				CHECK PWBDD 41218 TOTAL FOR FUND 240:			1,567.98
07/15/2022	PWBDD	41219	CEDAR CREST	OPERATING SUPPLIES	500350	555321	200.16
				OPERATING SUPPLIES	500350	555321	1,374.12
				CHECK PWBDD 41219 TOTAL FOR FUND 240:			1,574.28
07/15/2022	PWBDD	41231	HORIZON COMMERCIAL POOL SUPPLY	OPERATING SUPPLIES	500350	555320	589.60
07/15/2022	PWBDD	41253	WERNER FABRICATIONS	MAINTENANCE SUPPLIES	500340	555320	100.00
Total for fund 240 SWIMMING POOL FUND							23,317.10
Fund: 260 LIBRARY FUND							
07/08/2022	PWBDD	41154	BAKER & TAYLOR BOOKS	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	342.19
				DONATION EXPENDITURES	500322	555110	130.00
				CHECK PWBDD 41154 TOTAL FOR FUND 260:			472.19
07/08/2022	PWBDD	41164	CULLIGAN OF WEST BEND	MAINT/CONTRACTED SERVICES	500290	555110	14.60
07/08/2022	PWBDD	41166	E.L.S. LANDSCAPING & LAWN	MAINT/CONTRACTED SERVICES	500290	555110	532.51
07/08/2022	PWBDD	41177	JAMES IMAGING SYSTEMS, INC.	PHOTOCOPY CENTER SUPPLIES	500312	555110	487.01

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 260 LIBRARY FUND							
07/08/2022	PWBDD	41178	JANI-KING OF MILWAUKEE	MAINT/CONTRACTED SERVICES	500290	555110	2,606.15
07/08/2022	PWBDD	41205	WILS	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	850.50
07/15/2022	PWBDD	41209	ALTIUS BUILDING COMPANY	GRANT EXPENDITURES	500331	555110	8,881.00
07/15/2022	PWBDD	41211*#	AURORA HEALTH CARE	EMPLOYMENT EXPENSES	500395	555110	48.00
07/15/2022	PWBDD	41213	BAKER & TAYLOR BOOKS	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	22.00
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	306.96
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	266.96
				DONATION EXPENDITURES	500322	555110	89.00
				DONATION EXPENDITURES	500322	555110	63.00
				CHECK PWBDD 41213 TOTAL FOR FUND 260:			747.92
07/15/2022	PWBDD	41215*#	BEYER'S HARDWARE	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	24.97
07/15/2022	PWBDD	41217	BRIDGES LIBRARY SYSTEM	LIBRARY TECHNOLOGY	500382	555110	240.00
07/15/2022	PWBDD	41218*#	CARDMEMBER SERVICE	FACEBOOK	500223	555110	8.01
				DATAKOM/CYBERLINK	500225	555110	399.14
				AMAZON	500308	555110	184.44
				AMAZON. ,MINITEX	500310	555110	1,367.83
				USPS	500315	555110	6.64
				AMAZON	500319	555110	9.75
				AMAZON	500322	555110	256.37
				AMAZON	500350	555110	35.50
				ADOBE TECH	500382	555110	1,766.51
				CHECK PWBDD 41218 TOTAL FOR FUND 260:			4,034.19
07/15/2022	PWBDD	41224*#	CONLEY MEDIA, LLC	EMPLOYMENT EXPENSES	500395	555110	23.84
07/15/2022	PWBDD	41239*#	OLSEN'S PIGGLY WIGGLY	DONATION EXPENDITURES	500322	555110	28.43
07/15/2022	PWBDD	41240	ORKIN COMMERCIAL SERVICES	MAINT/CONTRACTED SERVICES	500290	555110	85.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 260 LIBRARY FUND							
07/15/2022	PWBDD	41248	SCHOLASTIC LIBRARY PUBLISHING	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	10.79
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	24.03
				CHECK PWBDD 41248 TOTAL FOR FUND 260:			<u>34.82</u>
				Total for fund 260 LIBRARY FUND			19,111.13
Fund: 353 TIF DISTRICT #6							
07/15/2022	PWBDD	41208	ALL-WAYS CONTRACTORS, INC	TIF - SANITARY SEWER	500451	566710	24,789.68
				TIF - GRADING	500452	566710	75,949.89
				TIF - WATER SYSTEM	500459	566710	18,556.35
				TIF - STORMWATER MGMT SYS	500460	566710	30,768.79
				CHECK PWBDD 41208 TOTAL FOR FUND 353:			<u>150,064.71</u>
07/15/2022	PWBDD	41232*#	HOUSEMAN & FEIND, LLP	ATTORNEY/CONSULTANT	500212	566710	50.00
07/15/2022	PWBDD	41245	R.A. SMITH NATIONAL	PROFESSIONAL SERVICES	500210	566710	893.50
				Total for fund 353 TIF DISTRICT #6			151,008.21
Fund: 354 TIF DISTRICT #7							
07/15/2022	PWBDD	41232*#	HOUSEMAN & FEIND, LLP	ATTORNEY/CONSULTANT	500212	566710	3,948.00
				Total for fund 354 TIF DISTRICT #7			3,948.00
Fund: 400 CAPITAL IMPROVEMENTS FUND							
07/08/2022	PWBDD	41183	LETTERS & SIGNS	EQUIP REPLACEMENT	500880	533210	642.00
07/08/2022	PWBDD	41187*	NEWMAN CHEVROLET	WE PRICED FOR A 2021 BUT MIGHT GET 2022	500880	533210	30,353.00
07/15/2022	PWBDD	41218*#	CARDMEMBER SERVICE	DECKED STORAGE	500880	533210	2,239.98
				VEHICLE REPLACEMENTS	500811	555510	696.52
				CHECK PWBDD 41218 TOTAL FOR FUND 400:			<u>2,936.50</u>
07/15/2022	PWBDD	41236	LETTERS & SIGNS	EQUIP REPLACEMENT	500880	533210	340.00
07/15/2022	PWBDD	41243	QUALITY TRUCK CARE CENTER	2023 WESTERN STAR 4700SB #92	500880	533210	120,000.00
07/15/2022	PWBDD	41251	VANTAGE FINANCIAL	PRINCIPAL	500610	555510	3,349.58

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 400 CAPITAL IMPROVEMENTS FUND							
				DEBT SERVICE - INTEREST	500620	555510	258.42
				CHECK PWBDD 41251 TOTAL FOR FUND 400:			<u>3,608.00</u>
07/15/2022	PWBDD	41255	ZIPS AW DIRECT	VEHICLE REPLACEMENTS	500811	555510	240.99
				Total for fund 400 CAPITAL IMPROVEMENTS FUND			158,120.49
Fund: 601 WATER RECYCLING CENTER							
07/08/2022	PWBDD	41152	APPLIED INDUSTRIAL TECHNOLOGIES	MAINTENANCE SUPPLIES	500340	573830	2,385.63
07/08/2022	PWBDD	41155*#	BEYER'S HARDWARE	MAINTENANCE SUPPLIES	500340	573830	377.37
07/08/2022	PWBDD	41162*#	CINTAS CORPORATION	SAFETY EQUIPMENT	500372	573825	107.90
07/08/2022	PWBDD	41202	SYMBIONT	2022 GIS SUPPORT & TECHNICAL SERVICES	500210	573850	63.75
07/08/2022	PWBDD	41203*#	U.S. CELLULAR	WRC TABLET 5112	500225	573825	999.50
				WRC DUTY PHONE 3142	500225	573825	40.99
				URBANEK TABLET 2188	500225	573825	10.50
				HACKERT TABLET 4519	500225	573825	10.50
				CHECK PWBDD 41203 TOTAL FOR FUND 601:			<u>1,061.49</u>
07/15/2022	PWBDD	41218*#	CARDMEMBER SERVICE	LAB SUPPLIES, AMAZON	500370	573825	1,456.84
				MAINTENANCE SUPPLIES	500340	573830	43.26
				JANITORIAL SUPPLIES	500342	573830	104.75
				COLLECTION SYSTEM MAINT	500360	573835	1.62
				OFFICE SUPPLIES	500310	573850	360.66
				TRAVEL & TRAINING	500330	573850	40.00
				CHECK PWBDD 41218 TOTAL FOR FUND 601:			<u>2,007.13</u>
07/15/2022	PWBDD	41227	DUKE'S ROOT CONTROL, INC.	COLLECTION SYSTEM MAINT	500360	573835	4,663.60
07/15/2022	PWBDD	41239*#	OLSEN'S PIGGLY WIGGLY	LAB SUPPLIES	500370	573825	3.14
07/15/2022	PWBDD	41247#	RUEKERT-MIELKE, INC.	DESIGN SERVICES DORCHESTER LIFT STATION	185324	000000	2,197.89
				ADVANCED TREATMENT EQUIPMENT	185335	000000	824.50
				REGULAR DUTY SERVICES	500211	573850	761.43

07/19/2022 10:53 AM  
User: mrusso  
DB: Cedarburg

CHECK DISBURSEMENT REPORT FOR CITY OF CEDARBURG  
CHECK DATE FROM 07/08/2022 - 07/15/2022  
Banks: PWBDD

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 601 WATER RECYCLING CENTER							
				CHECK PWBDD 41247 TOTAL FOR FUND 601:			3,783.82
				Total for fund 601 WATER RECYCLING CENTER			14,453.83
Fund: 700 RISK MANAGEMENT FUND							
07/15/2022	PWBDD	41232*#	HOUSEMAN & FEIND, LLP	INSURANCE CLAIMS-2022	500547	519400	378.00
				Total for fund 700 RISK MANAGEMENT FUND			378.00
TOTAL - ALL FUNDS							440,460.69

'\*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

**CITY OF CEDARBURG**  
**TRANSFER LIST**  
7/14/22-7/19/22

<b>Date</b>	<b>Amount</b>	<b>Transfer to</b>
PWSB CHECKING ACCOUNT		
7/14/2022	\$278,000.00	PWSB Payroll
7/14/2022	\$5,837.50	Health Savings Accounts-contributions for 6/26/22-7/9/22
7/14/2022	\$1,266.36	ICMA-contributions for 6/26/22-7/9/22
7/14/2022	\$4,422.70	North Shore Bank-contributions for 6/26/22-7/9/22
7/14/2022	\$495.00	Police Union-contributions for 6/25/22-7/9/22
7/14/2022	\$346.15	State of Wisconsin-child support for 6/26/22-7/9/22
7/14/2022	\$1,811.56	Wis Deferred Comp-contributions for 6/25/22-7/9/22
7/15/2022	\$948.36	Aflac-June premiums
7/15/2022	\$2,439.86	Minnesota Life-August premiums
7/15/2022	\$44,688.50	State of Wisconsin-June sales tax
7/18/2022	\$500,000.00	PWSB Money Market
	<u>\$840,255.99</u>	

PWSB PAYROLL CHECKING ACCOUNT

7/15/2022	\$202,326.90	Payroll for 6/26/22-7/9/22
7/15/2022	\$75,924.28	Payroll taxes for 6/26/22-7/9/22
	<u>\$278,251.18</u>	

PWSB MONEY MARKET ACCOUNT

7/14/2022	\$500,000.00	PWSB Checking
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STATE POOL

7/14/2022	\$500,000.00	PWSB Checking
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City of Cedarburg

# City Administrator's Report

July 21, 2022

## Department News

*The following information is provided to keep the Common Council and staff informed on some of the activities and events of the City. Points of clarification may be addressed during the City Administrator's Report portion of the agenda; however, if discussion of any of these items is necessary, placement on a future Council agenda should be directed.*

**Engineering & Public Works**— The 2022 Street & Utility project is progressing with the paving completed on Jefferson Avenue and Thornapple Lane. The utility work on the Highland Drive project will be done at the end of the July, with the project being completed by Labor Day. The roadwork on Forward Way connecting to Hilltop Drive is paved, with minor restoration work to be done.

**Clerk**—In-person absentee voting will begin on July 26 for the August 9, 2022, Partisan Primary election.

**Treasurer**— The Department is working on the annual audit.

**Library**— Assistant Library Director Nimmer will be retiring on September 6.

**Police**—The Department's Safe Space alarm system is now active. When their lobby is closed, the Safe Space program allows a one-time emergency entry to their lobby and immediately notifies the Ozaukee County Sheriff's Department to dispatch an officer immediately, along with an audible alarm sounding. An Active Shooter class is scheduled for August and has 35 registrants.

**Fire**— The Department's call volume is up heavily. Consolidation meetings continue with no decision in sight. The Ozaukee County Fair is planning for a semi-hard lockdown at the Fair with the use of 360 feet of concrete barriers and three one-ton dump trucks. He is working with them to be certain that emergency vehicles are able to get to the buildings, grounds, and people during the event.

**Light & Water**—The lead service replacement program is going slow. Three finalists for the General Manager position will be interviewed at the end of July. General Manager Lythjohan's successor will be named in early August.

**Administrator**— Department Heads are working on their budgets with a 0% overall increase in the budget as their target.

Respectfully submitted,

Mikko Hilvo