

**CITY OF CEDARBURG
MEETING OF COMMON COUNCIL
APRIL 24, 2017 – 7:00 P.M.**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, will be held on Monday, April 24, 2017 at 7:00 p.m. at City Hall, W63 N645 Washington Avenue, Cedarburg, WI, in the Council Chambers.

AGENDA

1. CALL TO ORDER - Mayor Kip Kinzel
2. MOMENT OF SILENCE
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL: Present – Common Council – Mayor Kip Kinzel, Council Members John Czarnecki, Jack Arnett, Dick Dieffenbach, Rick Verhaalen, Mitch Regenfuss, Patricia Thome, Mike O’Keefe
5. STATEMENT OF PUBLIC NOTICE
6. APPROVAL OF MINUTES* - None
7. 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.
8. NEW BUSINESS
 - * A. Consider Resolution No. 2017-07 commending retiring DPW crewperson Jim Grube for his years of service; and action thereon
 - * B. Consider Resolution No. 2017-08 commending retiring Building Maintenance Engineer John Oswald for his years of service; and action thereon
 - * C. Consider funding a Brand Strengthening Initiative; and action thereon (Economic Development Board, 03/29/17)
 - * D. Consider granting an utility easement to Cedarburg Light and Water for a portion of the property located at N144 W5888 Pioneer Road; and action thereon
 - * E. Consider Resolution No. 2017-09 designating and authorizing signatures for the City of Cedarburg checking and savings accounts for the ensuing year; and action thereon

- * F. Consider Ordinance No. 2017-12 increasing the allocated funds in the General Fund and Capital Improvement Fund; and action thereon
- G. Consider Mayor Kinzel's Council Member appointments; and action thereon
- H. Consider Mayor Kinzel's appointments to various Boards, Committees, and Commissions; and action thereon
- * I. Consider possible policy regarding contacting the Municipal Attorney(s); and action thereon
- * J. Consider payment of bills dated 04/13/17, transfers for the period 04/15/17 through 04/19/17, and Fire Department payroll dated 04/18/17; and action thereon

9. REPORTS OF CITY OFFICERS AND DEPARTMENT HEADS

- * A. Administrator's Report

10. COMMUNICATIONS

- ** A. Comments and suggestions from citizens
- B. Comments and announcements by Council Members
- C. Mayor's Report
 - 1. Municipal Clerk's Week

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.*

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO
ACCOMMODATE THE NEEDS OF INDIVIDUALS WITH DISABILITIES.
PLEASE CONTACT THE CITY CLERK'S OFFICE AT (262) 375-7606

E-MAIL: cityhall@ci.cedarburg.wi.us

04/20/17 ckm

**CITY OF CEDARBURG
JOINT MEETING OF THE COMMON COUNCIL AND
COMMUNITY DEVELOPMENT AUTHORITY
April 25, 2017 - 7:00 P.M.**

A joint meeting of the Common Council and Community Development Authority of the City of Cedarburg, Wisconsin, will be held on Tuesday, April 25, 2017 at 7:00 p.m. at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers.

AGENDA

1. CALL TO ORDER – Mayor Kip Kinzel
2. ROLL CALL Present: Common Council – Mayor Kip Kinzel, Council Members John Czarnecki, Jack Arnett, Dick Dieffenbach, Rick Verhaalen, Mitch Regenfuss, Patricia Thome, Mike O’Keefe

Community Development Authority - Mayor Kip Kinzel, Council Member Mitch Regenfuss, Eric Stelter, Eric Arvold, Joe Kassander, Dale Lythjohan, Andy Dettro
3. STATEMENT OF PUBLIC NOTICE
4. COMMENTS & SUGGESTIONS FROM CITIZENS** Comments from citizens on a listed agenda item will be taken when the item is addressed by the Council and CDA. 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 Chairperson. No action can be taken on items not listed except as a possible referral to committees, individuals or a future Common Council or Community Development Authority agenda item.
5. ADJOURNMENT – CLOSED SESSION

It is anticipated the Common Council and Community Development Authority will adjourn to closed session pursuant to State Statutes 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session, more specifically, for purposes of discussing a Developer’s Agreement with regard to the redevelopment of the Amcast property.
6. RECONVENE TO OPEN SESSION
7. ADJOURNMENT

Individual members of other City boards, committees and 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.

UPON REASONABLE NOTICE, EFFORTS WILL
BE MADE TO ACCOMMODATE THE NEEDS
OF INDIVIDUALS WITH DISABILITIES.
PLEASE CONTACT THE CITY CLERK'S
OFFICE AT (262) 375-7606
E-MAIL: cityhall@ci.cedarburg.wi.us

MEMBERS – PLEASE NOTIFY CITY CLERK'S OFFICE IF
UNABLE TO ATTEND THIS MEETING.

04/20/17 ckm

RESOLUTION NO. 2017-07

A Resolution Honoring Jim Grube

WHEREAS, Jim Grube has completed thirty-three years of employment with the City of Cedarburg, thirteen years as a Custodian and twenty years as a Public Works and Parks & Forestry/Crewperson with the City of Cedarburg; and

WHEREAS, Jim Grube has conscientiously and capably served the City of Cedarburg and its citizens with the installation and repair of all park equipment, maintenance of parks, ball diamonds, parkways and boulevards, tree trimming and removals, tree stump removal and restoration, brush chipping, and recycling center assistance; and

WHEREAS, Jim Grube in addition to his regular duties assisted in road maintenance involving snowplowing, road construction, curb and flat concrete replacement, sign installation, street painting, catch basins, and operating sewer cleaning equipment; and

WHEREAS, Jim Grube, in concert with the Fleet Watch program, was instrumental in saving three children from harm in 1999, 2004, and 2005; and

WHEREAS, the citizens of the City of Cedarburg have greatly benefited from the exceptional pride Jim Grube has taken in his day-to-day activities; and his integrity, courtesy and professionalism have earned him the respect of the community, his co-workers, and peers.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Common Council of the City of Cedarburg and the citizens of the City join in expressing their sincere appreciation to Jim Grube for his contributions to the City of Cedarburg operations and maintenance and extend their best wishes to him for a well-deserved and enjoyable retirement.

Passed and adopted this 24th day of April, 2017.

Kip Kinzel, Mayor

Attest:

Constance K. McHugh, City Clerk

RESOLUTION NO. 2017-08

A Resolution Honoring Building Maintenance Engineer John Oswald

WHEREAS, John Oswald has completed thirty-seven years of employment with the City of Cedarburg as the Building Maintenance Engineer; and

WHEREAS, during his thirty-seven years, John Oswald has conscientiously and capably served the City of Cedarburg and its citizens and has been dedicated to the highest principles of community service; and

WHEREAS, John Oswald assisted in the move to the present City Hall location in 1988 and has always been the go-to person for all City Staff. He always used his skills, talent and ingenuity to maintain the City buildings and grounds to the level of excellence that Cedarburg expects; and

WHEREAS, John Oswald has conscientiously and capably served the City of Cedarburg and its citizens by supervising and maintaining the City Hall complex and assisting in resolving maintenance problems at other City buildings, ordering operating commodities, overseeing the preparation of the Community Center Gym for users, coordinating election set-up with the City Clerk's Office, and assisting Public Works with snowplowing; and

WHEREAS, John Oswald is to be commended for his tireless effort in managing the City cemeteries and developing them into some of the most respected cemeteries in the area. His compassion to those that lost loved ones is truly admirable; and

WHEREAS, John Oswald served simultaneously on the Cedarburg Volunteer Fire Department for thirty-six years as a firefighter, motor pump operator and rescue squad driver; and

WHEREAS, the City of Cedarburg, as well as John's co-workers and peers have greatly benefited from his professional skills, courteous and positive attitude, and sense of community during his years of service to the City.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Common Council of the City of Cedarburg hereby joins the citizens of the City and his colleagues in expressing their sincere appreciation to John Oswald for contributions to the City of Cedarburg operations and maintenance and extend their best wishes to him for a well-deserved and enjoyable retirement.

Passed and adopted this 24th day of April 2017.

Kip Kinzel, Mayor

Attest:

Constance K. McHugh, City Clerk

CITY OF CEDARBURG

MEETING DATE: April 24, 2017

ITEM NO: 8. C.

TITLE: Consider funding a Brand Strengthening Initiative; and action thereon (Economic Development Board, 03/29/17)

ISSUE SUMMARY: The Economic Development Board is considering an initiative to strengthen the City of Cedarburg's brand. Cedarburg has not utilized a comprehensive brand image in the past and is now seeking a strengthened brand to cross-functionally market Cedarburg to drive relocation (residential and commercial), tourism, consumers, and general perception. A strengthened, more consistent brand should assist community organizations to more effectively communicate Cedarburg's strengths as a great place to live, work and play. The strengthened brand should reinforce Cedarburg's commitment to business and economic vitality. In short, the objective is to seek a strengthened branding strategy that includes a message to attract residents, tourists and businesses. This strategy should assist in continuing to set the City of Cedarburg apart from competing communities as a residential, tourist and business destination.

Specifically, this type of brand strengthening includes the following:

- Conduct research needed with key stakeholders to determine existing attitudes, perceptions, opportunities and challenges to enhancing Cedarburg's image. Why are businesses, residents, and visitors choosing the City of Cedarburg or not choosing The City of Cedarburg? How does the community address this?
- Seek strategies to develop the positioning and messaging statements to include qualitative research and analysis of quantitative data.
- Recommend specific necessary elements to deliver the message, i.e. logo design, print advertising, web site design, media placement, public relations, events.

An investment in the community of this nature typically involves a qualified consulting firm to assist in preparing a comprehensive branding initiative and a full marketing plan. The firm should be able to demonstrate solid experience in: market research (both qualitative and quantitative), strategic planning, corporate identity/branding (including logo development and graphic standards), creative abilities, as well as have experience with interactive marketing, promotional campaigns and have the ability to recommend an implementation plan with a mechanism to track results. Initial quotation for a project of this scope is approximately \$90,000.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: The Economic Development Board/Brand Strengthening Project Committee recommends the City of Cedarburg participate in the Brand Strengthening Initiative as one of the six funding organizations.

BUDGETARY IMPACT: An investment of \$15,000 split over two years (\$7,500/year) for six organizations is required to obtain a brand strengthening and marketing package from a qualified consultant.

ATTACHMENTS: Cedarburg School District letter, Wall Street Journal Article 4/17/17 "Why a City Needs to Create its own Global Brand" by Heidi Mitchell

INITIATED/REQUESTED BY: Brand Strengthening Project Committee / Economic Development Board

FOR MORE INFORMATION CONTACT: Mary Sheffield, Economic Development Coordinator

msheffield@ci.cedarburg.wi.us 262-387-2050

To: Mary Sheffield, Economic Development Coordinator
Date: April 19, 2017
Re: Cedarburg Community Brand

Cedarburg School District has a long standing tradition of excellence and every action the district takes is with the purpose of supporting our mission; “challenging students to achieve their goals and dreams.” Enhancing student learning and establishing a positive learning environment is heightened when partnered with the Cedarburg community, unfolding the full potential of every child. Community support is critical to the foundation of education.

As a district, we welcome the opportunity to join in the partnership with the Cedarburg Economic Development Board in developing a strong community brand and communication structure. The objective to strengthen the community’s branding strategies that would attract residents, tourists and businesses is important in establishing our brand identity. Not only will a well defined brand generate enthusiasm and positive outlook for the community, but also bring additional businesses and enthusiasm to downtown and equally important bring new families to the community and schools.

As outlined in the expected outcomes of the city’s brand strengthening initiative, the district hopes to achieve a similar result. We all have a vested interest in enhancing marketing efforts, creating a cohesive brand and reinforcing Cedarburg commitment to its residents and families; all while generating a consistent message. A strengthened, more consistent brand would enhance our community and well as our schools.

An investment in the community can generate invaluable opportunities for all involved. We are fortunate to have symbiotic relationship with the community. We look forward to the partnership.

Sincerely,



Todd Bugnacki
Superintendent



Karen Egelhoff
Communications Coordinator

DISTRICT PILLARS



JOURNAL REPORT | THE FUTURE OF CITIES

Why a City Needs to Create Its Own Global Brand

Greg Clark talks about which cities do it really well, and how some could do a lot better

BY HEIDI MITCHELL

A QUARTER-CENTURY ago, cities sought to promote a positive image mainly because they wanted to attract tourists and foreign investment. Today, metro areas from San Diego to São Paulo have come to a new realization: If they want to compete against other global population centers, they need to position themselves as attractive places for knowledge workers, institutions, cultural and sporting events, and even film shoots.

Greg Clark, a nonresident senior fellow at the Brookings Institution's Metropolitan Policy Program, has been studying this phenomenon and advising civic leaders on the importance of their brand for three decades. His recent book, "Global Cities: A Short History," explains how age-old forces such as trade, migration, diversity and technology have allowed some cities to emerge as global leaders while others fall behind.

In a recent interview, Mr. Clark—who has advised more than 200 cities, including many of those mentioned below—discussed why a strong urban identity can't be forced and when positioning a city on the global stage is essential. Edited excerpts follow.

A city's story

WSJ: What exactly is a "city brand"?

MR. CLARK: City branding is the accumulation of identity, reputation and the promise that any individual city can become known for certain characteristics. For citizens, it's: Would you like to live here? Do you want to move away? Are you happy with the lifestyle? Then there is a

visitor dimension: Would you want to visit here? The third is for business: Can you see this place providing you with an environment that will give you a return on your endeavor? And the fourth is innovation: Does this place have the ability to inspire and provide solutions?

In the end, cities are competing globally for population, students, cultural events, corporations, ventures and live entertainment. The difficulty is that cities aren't simply products or companies, so it's easy to make mistakes.

WSJ: What sort of mistakes?

MR. CLARK: The typical failure is to think that cities need a logo, a slogan and an iconic image. Stuff like that can be useful, but they aren't solutions unless they are the culmination of other events. The Guggenheim in Bilbao, Spain, is a useful symbol because it shows the city's shift from postindustrial decline to a place of art and culture. The building on its own wouldn't work unless there was a story behind it about change.

On the other hand, Cape Town said "This City Works For You," which in the context of Africa means that this is a city that does business efficiently. But that message doesn't have meaning or purpose beyond business, so it fails globally.

WSJ: Where are the success stories?

MR. CLARK: Glasgow developed a brand strategy for less than \$100,000 by crowdsourcing the work through a competition. In the end, it chose a tagline that has a deeper narrative behind it: "People Make Glasgow" expresses the Glaswegian qual-



GREG CLARK

ity of working with one another with a sense of common purpose.

Now the city has a whole storytelling strategy, including "Food Makes Glasgow," and "Music Makes Glasgow." That required little money, a high level of citizen and other stakeholder engagement—and it created a confidence boost.

A long, slow process

WSJ: How does a city even begin to create a brand?

MR. CLARK: City positioning is a long, slow process that involves leaders bringing together different representatives of the city. The main steps would be to benchmark the city's identity against other places with comparable assets; recruit citizens and city institutions to build an alliance; align existing events and marketing with an agreed-upon common story; train citizens and civic leaders to be champions of that story; and review progress annually to develop additional approaches.

Tel Aviv is a good example. Despite a vibrant tourism sector, the Israeli city in 1998 was losing population to its regional neighbors. Mayor Ron Huldai stepped in

'The difficulty is that cities aren't simply products or companies, so it's easy to make mistakes.'

GREG CLARK

and effectively "recruited" citizens by investing in public spaces, fixing potholes, improving schools, tackling crime and promoting the famous Bauhaus buildings [a collection of some 4,000 Modernist buildings]. The population returned and new immigrants arrived as the city successfully evolved into a "livable city," then a "non-stop city" and then a "startup city."

In a way, this sequential positioning provided a narrative that has helped build a brand for external audiences, as well as loyalty among the citizens and stakeholders.

WSJ: Should all cities brand themselves?

MR. CLARK: Not all the time. It made no sense until 1994 for any Eastern European country locked in an authori-

tarian regime to tell its story to businesses. Cities in conflict zones such as Belfast and Addis Ababa, Ethiopia, have only laterally needed to attract new events. There are two other groups for whom a brand is really important: cities where there is a dominant national identity—like those in Canada, whose outward impression is nonurban, but where 85% of citizens live in five cities—and cities that have become famous for one thing but are desperate to switch to another.

WSJ: Can cities get stuck in an outmoded identity—or even change their brand?

MR. CLARK: Who knew that San Diego is a great city of technology and a leader in oncology and oceanography? Not many, because it has retained a holiday identity. It could be a global leader if a different story about it as an innovation center is told.

In Newcastle, in New South Wales, Australia, I was expecting to see a postindustrial malaise, a rust-belt Australia. Instead, I found a city where coal mining is active and the technical university is relocating to the city center. People are moving back into the city, the population

is growing, and there is some of the best surfing and waterfront in the country. They need to get together and tell the world that they are a center for an organic lifestyle.

WSJ: Are there traps that city brands can fall into?

MR. CLARK: The worst situation is when your product is worse than your image. Currently Berlin is perceived to be sexy and attractive, but the capacity to fulfill its promise is subject to some question. However, if your expectations are low, but quality of life is high, you can make progress quickly. Pittsburgh, for example, has vastly improved, but because it's part of the Rust Belt, it hasn't focused on building an international story that gives it a positive identity, reputation and promise. That said, it isn't a bad thing when a product is already better than its image. You can make progress quickly.

WSJ: What if I don't live in a city? Should I even care?

MR. CLARK: Right now 51% of the world lives in cities; by the end of the cycle that we're in, from 1980 to 2080, 80% will live in cities. Humankind will be mostly urbanized with a stable population. We all have a collective interest in the performance of cities. They are engines of economic development, sustainability, social mobility and encouraging citizens cross-culturally. Having a high regard for cities and what they can accomplish is important.

And there are more cities now that are capable of [attracting mobile people and events]. We might have said 25 years ago that there were 10 global cities; today we might say there are 100. So visibility and differentiation is key.

Ms. Mitchell is a writer in Chicago. She can be reached at reports@wsj.com.

	DECLARATION OF PERMANENT UTILITY EASEMENT	
Document Number	Title of Document	
		Recording Area
		Name and Return Address
		Michael P. Herbrand
		Houseman & Feind, LLP
		P. O. Box 104
		Grafton, WI 53024
		13-051-02-110.12
		Parcel Identification Number (PIN)

DECLARATION OF PERMANENT UTILITY EASEMENT RECITALS

WHEREAS, that the undersigned, City of Cedarburg, a Wisconsin Municipal Corporation (hereinafter "Owner") is the owner of certain real property (the "Property") located in the City of Cedarburg, Ozaukee County, Wisconsin, commonly identified as N144 W5888 Pioneer Road, Cedarburg, Wisconsin, and as legally described herein; and

WHEREAS, Owner wishes to grant to the Cedarburg Light and Water Utility ("Utility") an electric facilities easement over, under and through that portion of the Property described or depicted on the attached **Exhibit A** (the "Easement Area") for the purpose of the Utility installing, operating, maintaining, or replacing electric transmission lines and associated electrical equipment under the terms and conditions stated herein;

NOW THEREFORE, LET IT BE KNOWN that each and every person, party or entity hereafter purchasing or owning or in any way taking possession of the Property or any portion thereof shall do so subject to the following restrictions and covenants, to wit:

SECTION 1 – PROPERTY SUBJECT TO THIS DECLARATION

The following property ("Property") shall be subject to this Declaration:

That part of Parcel 2 of Certified Survey Map No. 739, recorded in Volume 3 of Certified Survey Maps, on Pages 142-144, as Document No. 273852, being part of the Southwest ¼ of Section 35, Town 10 North, Range 21 East, in the City of Cedarburg, County of Ozaukee, State of Wisconsin, commencing at the Southwest corner of Parcel 2 of Certified Survey Map No. 739; thence East 177.36 feet along the Northerly right-of-way of C.T.H. C and the Southerly line of said Parcel 2; thence North 09° 22' East, 241.77 feet; thence North 80° 38' West, 175.00 feet to the Westerly line of said Parcel 2 and the Easterly right-of-way of the Chicago, Milwaukee, St. Paul and Pacific Railroad; thence South 09° 22' West, 270.64 feet along said railroad right-of-way to the Southwest corner of said Parcel 2, said point being the point of beginning, EXCEPT those lands conveyed in Deed by corporation recorded as Document No. 645696.

SECTION 2 - GENERAL PURPOSE

The general purpose of this Declaration is to grant the Utility its employees, agents, representatives, contractors and assigns, a permanent electric utility facilities easement over, under and through that portion of the Property described or depicted on the attached **Exhibit A** (the "Easement Area") for the purpose of the Utility installing, operating, maintaining, or replacing electric transmission lines and associated electrical equipment pursuant to the terms and conditions stated herein.

SECTION 3 – EASEMENT AREA

The area subject to the permanent grant of utility easement described herein (“Easement Area”) is described and depicted on **Exhibit A**, attached hereto and incorporated herein by reference.

SECTION 4 – GENERAL PROVISIONS

A. Permanent Term: The restrictions and covenants herein contained shall commence and take effect upon execution of this Declaration and shall be deemed to run with the land and be permanently binding upon all persons, parties and entities having an interest in the land affected thereby.

B. Enforcement of Declaration:

1. The City of Cedarburg, any of its individual Officers, any member of the public, or any governmental entity of any kind shall have the right to enforce, by proceedings at law or in equity, all the terms, conditions, and provisions of this Declaration. Any owner of all or any portion of the Property violating any of the terms, conditions or provisions of this Declaration shall pay all costs, expenses and actual attorney’s fees incurred by the City of Cedarburg, its Officers, any member of the public, or any prosecuting governmental entity. Neither the City of Cedarburg, its Officers, any member of public, nor any member, director, employee or officer of any prosecuting governmental entity shall be subject to any suit or claim for failure to take any action allowed or required herein.

2. Each remedy set forth in this Declaration shall be in addition to all other rights and remedies available at law or in equity. All such remedies shall be cumulative and the election of one shall not constitute a waiver of any other. Any forbearance or failure to exercise any such right or remedy for any violation shall not be a waiver of such right or remedy under any circumstances.

C. Invalidation: Invalidation of any of the restrictions or covenants herein contained, or any part thereof, by any judgment or court order shall not affect any of the other provisions herein contained, which shall remain in full force and effect.

D. Governing Law: The Laws of the State of Wisconsin shall apply to and be interpreted as to any dispute arising under this document.

E. Access: The Utility, its employees, agents, representatives, contractors and assigns shall have the right to enter the Property as it deems necessary to install, operate, maintain, repair, or replace the electric utility facilities within the Easement Area.

F. Obstruction: No structure, improvements or vegetation shall be installed within the Easement Area that would in any way interfere with the operation or maintenance of the electric utility facilities installed on, over, above or within the Easement Area or the rights

G. Restoration: Upon completion of work within the Easement Area, the Utility shall promptly perform surface restoration, including restoration of topsoil to a minimum of original depth and matching original elevations and adjacent grades. All disturbed areas of the Easement Area shall be filled and compacted to original elevations and grades, seeded and mulched such as to restore disturbed areas to substantially the condition as existed prior to commencement of the work.

This Declaration shall be binding upon and inure to the benefit of Owner, and its successors and assigns, and all persons, parties or entities who may hereafter become Owners of the Property or any portion thereof, and their legal representatives, heirs, successors and assigns. This Declaration creates a permanent electric utility easement that shall run with the land.

CITY OF CEDARBURG

[illegible]

13 of 34

by: _____
Constance McHugh, Clerk

[illegible]

Personally came before me this ____ day of _____, 2017, the above-named Constance McHugh, to me known to be the Clerk of the City of Cedarburg, and the person who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin.
My commission _____

This instrument was drafted by:
Michael P. Herbrand
City Attorney
Houseman & Feind, LLP
1650 - 9th Avenue
P.O. Box 104
Grafton, WI 53024
(262) 377-0600
mike.herbrand@housemanlaw.com

Accurate Surveying & Engineering LLP

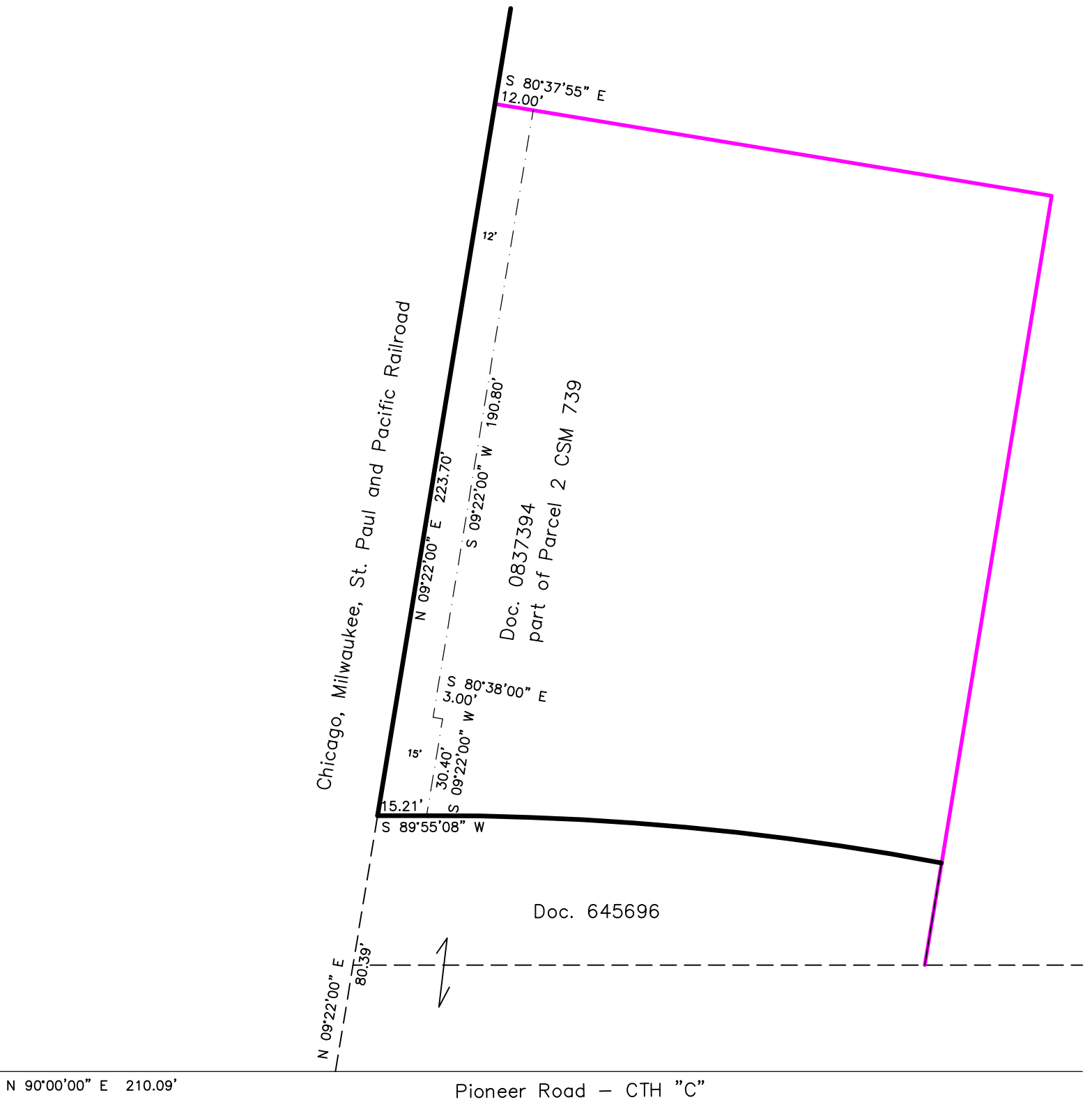
Land Surveying, Developing and Consulting

2911 Wildlife Lane, Richfield, WI 53076 Phone (262)677-2120 Fax (262)644-6151

April 19, 2017

RE: Legal description for a 15' X 30' and 12' wide utility easement: Part Parcel 2, CSM No. 739, Tax No. 13-051-02-11-012

Part of Parcel 2 of Certified Survey Map No. 739 as recorded in the Ozaukee County Registry in Volume 3 of Certified Survey Maps on pages 142-144 as Document No. 273852, being part of Lot 11 of Block 2, ASSESSOR'S PLAT NO. 2 in the SW 1/4 of Section 35, Township 10 North, Range 21 East, City of Cedarburg, Ozaukee County, Wisconsin, which is bounded and described as follows; Commencing at the Southwest corner of said Section 35; thence N 90°00'00" E, along the south line of said SW 1/4, 210.09 feet, to the intersection of the easterly right-of-way line of the Chicago, Milwaukee, St. Paul and Pacific Railroad; thence N 09°22'00" E, along said easterly right-of-way line, 80.39', to a point in the north right-of-way line of C.T.H. "C"/Pioneer Road as described in the Ozaukee County Registry as Document No. 645696, and the point of beginning of lands herein described; thence continuing N 09°22'00" E, along said easterly right-of-way line, 223.70 feet, to the northeast corner of lands described in the Ozaukee County Registry as Document No. 837394; thence S 80°37'55" E, along the northerly line of said Document No. 837394, 12.00 feet; thence S 09°22'00" W, normal to and parallel with said, easterly right-of-way line, 190.80 feet; thence S 80°38'00" E, at right angles, 3.00 feet; thence S 09°22'00" W, normal to and parallel with said, easterly right-of-way line, 30.40 feet, to a point in said northerly right-of-way line of C.T.H. "C"/Pioneer Road as described in the Ozaukee County Registry as Document No. 645696; thence S 89°55'08" W, along said northerly right-of-way line, 15.21 feet to the point of beginning.



RESOLUTION NO. 2017-09

A Resolution designating Depositories and Authorizing Signatures for the City of Cedarburg Checking and Savings Accounts

RESOLVED, by the Common Council of the City of Cedarburg, that the following banking institutions or their successors:

Associated Bank, Grafton Wisconsin
Bank Mutual, Cedarburg, Wisconsin
U.S. Bank, Cedarburg & Milwaukee, Wisconsin
BMO Harris Bank, Milwaukee & Cedarburg, Wisconsin
Local Government Investment Pool, State of Wisconsin
Cornerstone Community Bank, Grafton, Wisconsin
Partnership Bank, Cedarburg, Wisconsin
Port Washington State Bank, Cedarburg, Wisconsin
Commerce State Bank, Cedarburg & West Bend, Wisconsin
Wells Fargo, Milwaukee, Wisconsin

qualified as depositories under Chapter 34 of the Wisconsin Statutes, shall be and are hereby designated until further action as public depositories for all monies coming into the hands of the City Administrator/Treasurer of the City of Cedarburg, State of Wisconsin, and all other city officers included in the provisions of Chapter 34 of the Wisconsin Statutes.

RESOLVED FURTHER, that Port Washington State Bank, Cedarburg, Wisconsin, be designated as the working bank for May 1, 2017 through April 30, 2018 and that the Common Council and the City Administrator/Treasurer be authorized and directed to distribute the city funds.

RESOLVED FURTHER, that the City Administrator/Treasurer be hereby instructed to deposit city funds only in such institutions as may be approved by the State of Wisconsin Investment Board and are eligible to receive public funds.

RESOLVED FURTHER, that the depositories shall furnish collateral for city funds on deposit pursuant to Investment Policy FC-4.

RESOLVED FURTHER, that withdrawal or disbursement from any of the above named depositories shall be by order check, written wire transfer, telephone wire transfer, or other money transfer techniques, and, in the case of savings accounts, by savings withdrawal form, as provided in Section 66.0607 of the Wisconsin Statutes. Written and telephone wire transfers shall be in accordance with the named depositories guidelines and shall only be made by authorized personnel. In accordance therewith all order check and savings withdrawal forms, effective immediately, shall be signed by any three of the following persons:

Constance K. McHugh, City Clerk
Christine L. Mertes, City Administrator/Treasurer
Kip Kinzel, Mayor or
Michael J. O'Keefe, Acting Mayor

RESOLVED FURTHER, that in lieu of their personal signatures, the following signatures, which have been adopted by them as below shown:

Kip Kinzel, Mayor

Constance K. McHugh, City Clerk

Christine L. Mertes, City Administrator/Treasurer

may be affixed on such order checks and savings withdrawal forms that any one of the above named depositories shall be fully warranted and protected in making payment on any other check bearing such facsimiles notwithstanding that the same may have been placed thereon without the authority of the designated person or persons.

Passed and adopted by the Common Council of the City of Cedarburg this 24th day of April, 2017.

Kip Kinzel, Mayor

Attest:

Constance K. McHugh, City Clerk

Approved as to form:

Tim Schoonenberg, Assistant City Attorney

CITY OF CEDARBURG

MEETING DATE: April 24, 2017

ITEM NO: 8. F.

TITLE: Consider Ordinance No. 2017-12 increasing the allocated funds in the General Fund and Capital Improvement Fund; and action thereon

ISSUE SUMMARY: The ordinance is for the encumbrances from 2016. These are projects/purchases that were budgeted in 2016 but not completed until 2017. This is a new procedure recommended by the auditors.

STAFF RECOMMENDATION: Adopt ordinance.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: Balanced budget

ATTACHMENTS: Ordinance No. 2017-12 and list of uses

INITIATED/REQUESTED BY: Christy Mertes, City Administrator/Treasurer

FOR MORE INFORMATION CONTACT: Christy 376-3907

**CITY OF CEDARBURG
ORDINANCE NO. 2017-12**

**An Ordinance Increasing Allocated Funds in the General Fund
and Capital Improvement Fund**

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

SECTION 1. According to Wisconsin Statutes no appropriations may remain over expended at year-end within the annual budget and funds encumbered from 2016 need to be allocated into the 2017 budget;

SECTION 2. The authorized expenditures within the adopted 2017 Annual Budget need to be increased;

<u>APPROPRIATION</u>	<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	<u>AMOUNT</u>
Increase – Elections	100-514200-310	Election Supplies	\$800
Increase – Assessor’s Office	100-515400-310	Supplies	\$645
Increase – Parks, Rec & Forestry	100-555510-290	Maintenance	\$1,200
Increase – City Hall Complex	100-518100-380	Capital Outlay	\$11,134
Increase – Street Improvements	100-533311-240	Maintenance	\$6,000
Increase – Snow & Ice	100-533450-380	Equipment	\$4,000
Increase – Garage	100-533210-330	Travel	\$900
Increase – Garage	100-533210-350	DPW Supplies	\$1,000
Increase – DPW Building	400-533210-847	Building Project	\$24,750
Increase – Parks, Rec & Forestry	400-555510-811	Equipment	\$174,251

SECTION 3. These monies are hereby designated for use for the above mentioned purpose.

SECTION 4. This ordinance shall take effect and be in force from and after its passage and publication.

Passed and adopted this 24th day of April 2017.

Kip Kinzel, Mayor

Countersigned:

Constance K. McHugh, City Clerk

Approved as to form:

Tim Schoonenberg, Assistant City Attorney

2016 Encumbrances
352000

General Fund - 100

100-514200-310	Elections supplies	800	Staples - binders
100-555510-290	Parks maintenance	1,200	Seiler Geospatial Division - GIS mapping
100-518100-380	CH Complex - capital outlay	11,134	Wittenberg Floor Covering - City Hall carpetin
100-515400-310	Assessor supplies	645	Complete Office of WI - file cabinet
100-533450-380	Snow & Ice equipment	4,000	Boss Plows - box plow
100-533210-330	DPW travel & Training	900	APWU - conference
100-533210-350	DPW supplies	1,000	Costco - shelving units
100-533311-240	Streets maintenance	6,000	Sherwin Industries - crack sealing supplies
		<u>25,679</u>	

Capital - 400

400-533210-847	DPW building	24,750	Boehlke Bottled Gas - propane tanks
400-555510-811	Parks equipment	174,251	Altec Industries - aerial truck
		<u>199,001</u>	

CITY OF CEDARBURG

MEETING DATE: April 24, 2017

ITEM NO: 8. I.

TITLE: Consider possible policy regarding contacting the Municipal Attorney(s); and action thereon

ISSUE SUMMARY: Council Member Czarnecki requested this item be on an agenda.

STAFF RECOMMENDATION: Those able to contact the City Attorney should be limited to Council and Department Heads. Everyone should notify the Administrator of their contact. If notice could be given before the call, that would be appreciated also. Most requests are for information that should be shared with the entire Council and could be made through the Administrator.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: Less contact, lower bills.

ATTACHMENTS: N/A

INITIATED/REQUESTED BY: Council Member John Czarnecki

FOR MORE INFORMATION CONTACT: City Administrator/Treasurer Christy Mertes, 375-7606 or Council Member Czarnecki

**CITY OF CEDARBURG
TRANSFER LIST**

'4/15/17-4/19/17

Date	Amount	Transfer to
PWSB PAYROLL ACCOUNT		
4/15/2017	\$719.64	AFLAC-March premiums
4/15/2017	\$8,000.00	PWSB Payroll
	<u>\$8,719.64</u>	

PWSB PAYROLL ACCOUNT		
4/18/2017	\$7,050.71	Payroll for CFD 1st Quarter
4/18/2017	\$1,563.00	Payroll taxes CFD 1st Quarter
	<u>\$8,613.71</u>	



CITY OF CEDARBURG
*Check Detail Register©

04/13/17 3:14 PM
Page 1

APRIL 2017

		Check Amt	Invoice	Comment
111300 PWSB Checking				
Unpaid		AECOM TECHNICAL SERVICES INC		
E 400-533440-472	NR216 COMPLIANCE	\$5,091.84	37895850	NSR216 COMPLIANCE 11/26/16-3/31/17
E 400-533440-472	NR216 COMPLIANCE	\$1,594.14	37896042	NSR216 COMPLIANCE 11/26/16-3/31/17
Total AECOM TECHNICAL SERVICES INC		\$6,685.98		
Unpaid		AW DIRECT, INC.		
E 100-533210-353	MAINTENANCE PARTS	\$510.92	S103267389	DPW-CHAINS
Total AW DIRECT, INC.		\$510.92		
Unpaid		BAKER & TAYLOR AV PRE PROCESS		
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$68.14	B30509760	LIBR-DVDS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$175.91	B39363330	LIBR-DVDS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$45.21	B47283440	LIBR-DVDS
Total BAKER & TAYLOR AV PRE PROCESS		\$289.26		
Unpaid		BAKER & TAYLOR BOOKS		
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$17.16	2032768240	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$14.92	2032768241	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$14.05	2032768242	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$11.56	2032768243	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$286.33	2032768244	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$18.28	2032768488	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$17.72	2032768489	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$190.00	2032768490	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$24.37	2032768491	LIBR-BOOKS
Total BAKER & TAYLOR BOOKS		\$594.39		
Unpaid		BAKER TILLY VICHROW KRAUSE, LL		
E 100-515900-210	PROFESSIONAL SERVICES	\$18,250.00	BT1081338	AUDIT-PROGRESS BILLING #2 -2016 AUDIT
Total BAKER TILLY VICHROW KRAUSE, LL		\$18,250.00		
Unpaid		BEYER S HARDWARE STORE		
E 100-533210-350	OPERATING SUPPLIES	\$2.70	129432	DPW-HARDWARE
E 100-533210-350	OPERATING SUPPLIES	\$34.78	129487	DPW-LS EYE/SPR SNP/LOOP CHAIN
E 100-533210-350	OPERATING SUPPLIES	\$24.29	129495	DPW-HARDWARE
E 100-533210-350	OPERATING SUPPLIES	\$35.42	129513	DPW-HARDWARE
E 100-533210-350	OPERATING SUPPLIES	\$12.10	129596	DPW-HARDWARE
E 100-533210-350	OPERATING SUPPLIES	\$1.26	129606	DPW-HARDWARE
E 601-573830-340	MAINTENANCE SUPPLIES	\$24.08	129637	WW-BALL VALVE/ELBOW
E 220-555390-347	SUPPLIES AND EXPENSES	\$12.98	129660	REC-GLO TAPE
E 601-573830-362	TOOLS	\$87.50	129674	WW-SCREWDRIVER/PLIERS SET/SOCKETS
E 601-573830-340	MAINTENANCE SUPPLIES	\$43.18	129691	WW-ENAMEL/CLEANER
Total BEYER S HARDWARE STORE		\$278.29		
Unpaid		BIRCHWOOD SNOW & LANDSCAPE		
E 260-555110-290	MAINT/CONTRACTED SERVIC	\$290.00	85894	LIBR-APRIL LAWN INSTALLMENT



CITY OF CEDARBURG

*Check Detail Register©

04/13/17 3:14 PM
Page 2

APRIL 2017

		Check Amt	Invoice	Comment
Total BIRCHWOOD SNOW & LANDSCAPE		\$290.00		
Unpaid	BLUETARP FINANCIAL, INC			
E 100-533440-240	REPAIR AND MAINTENANCE	\$1,217.87	37280982	DPW-HD CYLINDER CART/CAP PALLET
E 100-533210-353	MAINTENANCE PARTS	\$38.57	37322613	DPW-HANDLE ASSY KIT
E 100-533311-240	REPAIR AND MAINTENANCE	\$461.45	37534372	DPW-SWIVEL POLY
Total BLUETARP FINANCIAL, INC		\$1,717.89		
Unpaid	BOEHLKE BOTTLED GAS CORP.			
E 100-522120-351	GAS AND OIL EXPENSE	\$32.00	36272	PD-CHEMICAL RESIST GLOVES
Total BOEHLKE BOTTLED GAS CORP.		\$32.00		
Unpaid	BSN SPORTS LLC			
E 220-555390-347	SUPPLIES AND EXPENSES	\$1,280.49	98893407	REC-DUDLEY ASA THUNDER ZN HYCON
Total BSN SPORTS LLC		\$1,280.49		
Unpaid	BUBLITZ CREATIVE			
E 100-514700-210	PROFESSIONAL SERVICES	\$190.00	3303	WORKING ON ACCESSIBILITY ISSUES
Total BUBLITZ CREATIVE		\$190.00		
Unpaid	BUSINESS CARD			
E 100-533210-350	OPERATING SUPPLIES	(\$136.21)	0070	DPW-CREDIT-DULUTH TRADING
E 100-555510-240	REPAIR AND MAINTENANCE	\$56.96	0070	PARKS-CABELAS.COM
E 100-555510-330	TRAVEL & TRAINING	\$203.00	0070	PARKS-QUALITY INN & SUITES GB
E 100-533210-350	OPERATING SUPPLIES	\$136.21	0070	DPW-DULUTH TRADING CO
E 100-533210-350	OPERATING SUPPLIES	\$114.39	0070	DPW-DULUTH TRADING STORE
E 100-533210-350	OPERATING SUPPLIES	\$103.19	0070	DPW-DULUTH TRADING STORE
E 100-555510-240	REPAIR AND MAINTENANCE	\$125.00	0070	PARKS-ZAPPOS.COM-BOOTS
E 100-555510-240	REPAIR AND MAINTENANCE	\$39.50	0070	SPEEDWAY-LEBANON IN-GAS
Total BUSINESS CARD		\$642.04		
Unpaid	CARQUEST AUTO PARTS			
E 100-533210-351	GAS AND OIL EXPENSE	\$16.55	1976-311966	DPW-BRAKE LUBRICANT
E 100-533210-353	MAINTENANCE PARTS	\$20.43	1976-311989	DPW-WHEEL CYLINDER
E 100-533210-353	MAINTENANCE PARTS	\$20.91	1976-312011	DPW-BRAKE SHOE SET/DRUM KIT AXLE
E 100-533210-353	MAINTENANCE PARTS	(\$21.97)	1976-312013	DPW-CREDIT-RETURNED BRAKE SHOE SET/DRUM KIT
Total CARQUEST AUTO PARTS		\$35.92		
Unpaid	CEDARBURG LIGHT & WATER			
E 601-573850-216	L&W BILLING	\$10,066.46	6542	WW-APRIL 2017 SEWERAGE BILLING
Total CEDARBURG LIGHT & WATER		\$10,066.46		
Unpaid	COLUMBIA ST. MARYS CORPORATE W			
E 100-522130-210	PROFESSIONAL SERVICES	\$117.00	28948	PD-TESTING
Total COLUMBIA ST. MARYS CORPORATE W		\$117.00		
Unpaid	DORNER COMPANY			
G 601-185325	MISC PUMPING EQUIPMENT	\$10,927.86	137431-IN	WW-PO# WW762-REPAIR KIT/SHAFT LOCK PIN



CITY OF CEDARBURG

*Check Detail Register©

04/13/17 3:14 PM

Page 3

APRIL 2017

		Check Amt	Invoice	Comment
G 601-185325	MISC PUMPING EQUIPMENT	\$2,112.00	137489-IN	WW-6 PLG PEC
Total DORNER COMPANY		\$13,039.86		
Unpaid ENERGENECS				
E 601-573830-340	MAINTENANCE SUPPLIES	\$336.04	0033806-IN	WW-CLAMPS
Total ENERGENECS		\$336.04		
Unpaid FASTENAL COMPANY				
E 100-533210-350	OPERATING SUPPLIES	\$69.41	WISAU91276	DPW==SET TOOLS/DROP-IN
E 100-533210-350	OPERATING SUPPLIES	\$77.05	WISAU91334	DPW-DROP-IN/SDS
E 100-533210-353	MAINTENANCE PARTS	\$224.17	WISAU91346	DPW-RPR: MILW
E 100-533210-353	MAINTENANCE PARTS	\$133.17	WISAU91485	DPW-HOSE
E 100-533210-353	MAINTENANCE PARTS	\$103.32	WISAU91486	DPW-USS THRU-HARD
E 100-533210-350	OPERATING SUPPLIES	\$130.99	WISAU91496	DPW-BUSHINGS
E 100-533210-353	MAINTENANCE PARTS	\$196.54	WISAU91643	DPW-ELB/BUSHINGS/TEES
E 100-533210-353	MAINTENANCE PARTS	\$62.86	WISAU91705	DPW-HCS/USS
Total FASTENAL COMPANY		\$997.51		
Unpaid FIGGATT, CYNTHIA				
E 100-519200-343	AWARDS, SUPPLIES	\$25.00	SERVICE AW	5 YEARS CONTINUOUS SERVICE AWARD
Total FIGGATT, CYNTHIA		\$25.00		
Unpaid FIRST ADVANTAGE OCC HEALTH SVC				
E 100-519200-210	PROFESSIONAL SERVICES	\$71.84	2511291703	EMPL REL-DRUG TESTING
G 100-156200	DUE FROM LIGHT & WATER	\$35.92	2511291703	L&W-DRUG TESTING
Total FIRST ADVANTAGE OCC HEALTH SVC		\$107.76		
Unpaid GEMPLER S				
E 601-573825-372	SAFETY EQUIPMENT	\$367.62	S103290753	WW-DISPOSABLE RESPIRATORS
Total GEMPLER S		\$367.62		
Unpaid GENERAL COMMUNICATIONS, INC.				
E 100-522120-240	REPAIR AND MAINTENANCE	\$45.00	238703	PD-REPLACE DEFECTIVE LIGHT
Total GENERAL COMMUNICATIONS, INC.		\$45.00		
Unpaid GRAINGER				
E 100-533210-353	MAINTENANCE PARTS	\$843.00	9384521275	DPW-VAULT CABINET
E 601-573835-296	COLLECTION SYSTEM TELEVI	\$17.41	9404814320	WW-CABLE
Total GRAINGER		\$860.41		
Unpaid HOUSEMAN & FEIND, LLP				
E 100-516100-211	EXTRAORDINARY SERVICES	\$8,562.31	41520	LEGAL-CHICKENS/SFB/WATERTOWER/COUNCIL
G 100-239258	DEVELOPERS AGREE-SANDHILL	\$304.00	41520	LEGAL-SANDHILL TRAILS
E 400-533750-841	PROCHNOW	\$190.00	41520	LEGAL-PROCHNOW
E 100-516100-211	EXTRAORDINARY SERVICES	\$2,063.00	41521	LEGAL-MARCH 2017 AMCAST
Total HOUSEMAN & FEIND, LLP		\$11,119.31		
Unpaid HUBBELL, ERIC				
R 100-463101	PUBLIC WORKS FEES	\$25.00	REFUND	REFUND OF APPLIANCE PICKUP FEE



CITY OF CEDARBURG

*Check Detail Register©

04/13/17 3:14 PM

Page 4

APRIL 2017

		Check Amt	Invoice	Comment
Total HUBBELL, ERIC		\$25.00		
Unpaid	JANI-KING OF MILWAUKEE/ROYAL F			
E 100-533210-350	OPERATING SUPPLIES	\$368.00	MIL04170558	DPW-APRIL CONTRACT BILLING
E 260-555110-290	MAINT/CONTRACTED SERVIC	\$897.00	MIL04170559	LIBR-APRIL CONTRACT BILLING
Total JANI-KING OF MILWAUKEE/ROYAL F		\$1,265.00		
Unpaid	LAFORCE INC.			
E 100-555510-240	REPAIR AND MAINTENANCE	\$36.38	1029288	REC-BEST 1AK3-B1-2-7 MASTER KEY PEAKS
Total LAFORCE INC.		\$36.38		
Unpaid	LAKESHORE NEWSPAPERS, INC			
E 100-533210-350	OPERATING SUPPLIES	\$78.00	RENEWAL	DPW-1 YEAR RENEWAL SUBSCRIPTION
Total LAKESHORE NEWSPAPERS, INC		\$78.00		
Unpaid	LED ILLUMINATION SPECIALISTS			
E 100-518100-350	OPERATING SUPPLIES	\$200.00	318	COMPLEX-SYH-GLO8-DC1215
Total LED ILLUMINATION SPECIALISTS		\$200.00		
Unpaid	MONARCH LIBRARY SYSTEM			
E 260-555110-290	MAINT/CONTRACTED SERVIC	\$725.00	413592	LIBR-1 YR SUBSCRIP. MOBILE PRINT SERVICE
E 260-555110-312	COMPUTER/COPIER SUPPLIE	\$313.90	413602	LIBR-LED MONITOR
Total MONARCH LIBRARY SYSTEM		\$1,038.90		
Unpaid	MULCAHY/SHAW WATER, INC.			
E 601-573825-217	OUTSIDE LAB TESTING	\$5,576.37	320448	WW-PO# WW775 TELEDYNE REFRIG. SAMPLER
Total MULCAHY/SHAW WATER, INC.		\$5,576.37		
Unpaid	NAPA AUTO PARTS			
E 601-573830-340	MAINTENANCE SUPPLIES	\$25.50	874637	WW-STONE CYLINDER HONES
Total NAPA AUTO PARTS		\$25.50		
Unpaid	OFFICE DEPOT			
E 260-555110-310	OFFICE SUPPLIES	\$79.98	914185710002	LIBR-CHAIRMATS
E 100-522110-310	OFFICE SUPPLIES	\$91.98	917457638001	PD-POCKET FILES
E 100-522110-310	OFFICE SUPPLIES	\$10.07	917457690001	PD-Q1
Total OFFICE DEPOT		\$182.03		
Unpaid	OWEN S OFFICE SUPPLIES			
E 100-522310-310	OFFICE SUPPLIES	\$109.00	25327	B.I.-BUILDING PERMITS/HVAC PERMITS
Total OWEN S OFFICE SUPPLIES		\$109.00		
Unpaid	OZAUKEE DISPOSAL CORPORATION			
E 601-573830-297	REFUSE COLLECTION	\$1,525.00	IN40315	WW-2 YARD DUMPSTER PICKUP MARCH 2017
Total OZAUKEE DISPOSAL CORPORATION		\$1,525.00		
Unpaid	OZAUKEE ECONOMIC DEVELOPMENT			
E 100-513200-330	TRAVEL & TRAINING	\$20.00	MEETING	ADMIN-5/10/17 MEETING REGISTRATION



CITY OF CEDARBURG

*Check Detail Register©

04/13/17 3:14 PM
Page 5

APRIL 2017

		Check Amt	Invoice	Comment
total OZAUKEE ECONOMIC DEVELOPMENT		\$20.00		
Unpaid	PITNEY BOWES GLOBAL FINANCIAL			
E 100-514100-240	REPAIR AND MAINTENANCE	\$112.51	3303259201	CLERKS-LEASE PAYMENT
Total PITNEY BOWES GLOBAL FINANCIAL		\$112.51		
Unpaid	RUSSEL METALS WILLIAMS BAHCALL			
E 100-533210-350	OPERATING SUPPLIES	\$320.25	02719762	DPW-HOT ROLL PLATE/ANGLES
total RUSSEL METALS WILLIAMS BAHCALL		\$320.25		
Unpaid	RYCHTIK WELDING,INC.			
E 100-533210-350	OPERATING SUPPLIES	\$63.70	49933	DPW-BAR/NON-FLATTENED EXP. METAL
Total RYCHTIK WELDING,INC.		\$63.70		
Unpaid	SCHOESSOW, CARY			
E 100-533730-344	RECYCLING EXPENSES	\$780.00	3070	DPW-MAXMETAL ALUM COMPOSIT SIGNS
Total SCHOESSOW, CARY		\$780.00		
Unpaid	SYNCHRONY BANK			
E 400-533210-847	DPW CENTER IMPROVEMENT	\$678.13	601920410000	PW FAC.-STALL MATS
Total SYNCHRONY BANK		\$678.13		
Unpaid	TIME WARNER CABLE			
E 100-514700-220	Internet	\$1,039.60	702696601	CH-OFC-INTERNET
E 100-514700-220	Internet	\$83.09	707260101	EM-STOP1-INTERNET
E 240-555320-210	PROFESSIONAL SERVICES	\$159.99	709737801	POOL-INTERNET
E 100-522110-225	TELEPHONE	\$489.93	709872301	PD-PRI2
Total TIME WARNER CABLE		\$1,772.61		
Unpaid	TIRES UNLIMITED AUTOMOTIVE			
E 100-522120-240	REPAIR AND MAINTENANCE	\$253.00	252878	PD-2 EAGLE TIRES
Total TIRES UNLIMITED AUTOMOTIVE		\$253.00		
Unpaid	TOTAL COMMERCIAL FITNESS LLC			
E 100-522120-380	EQUIPMENT/CAPITAL OUTLA	\$1,275.00	TCF13576	PD-CONCEPT II ROWER/BATTLE ROPE
Total TOTAL COMMERCIAL FITNESS LLC		\$1,275.00		
Unpaid	TRANS UNION LLC			
E 100-522110-240	REPAIR AND MAINTENANCE	\$8.60	03708543	PD-REPORTS
Total TRANS UNION LLC		\$8.60		
Unpaid	TRANSUNION RISK & ALTERNATIVE			
E 100-522110-240	REPAIR AND MAINTENANCE	\$25.00	428298	PD-MARCH 2017 TLOXP
Total TRANSUNION RISK & ALTERNATIVE		\$25.00		
Unpaid	USA BLUEBOOK			
E 601-573830-340	MAINTENANCE SUPPLIES	\$151.15	222236	WW-SKIMMING NET SHALLOW BAG
Total USA BLUEBOOK		\$151.15		



CITY OF CEDARBURG

*Check Detail Register©

04/13/17 3:14 PM
Page 6

APRIL 2017

	Check Amt	Invoice	Comment
Unpaid			
VERIZON WIRELESS			
E 100-522110-225 TELEPHONE	\$634.33	9782983506	PD-PHONE
Total VERIZON WIRELESS	\$634.33		

Unpaid			
WE ENERGIES			
E 100-522410-224 NATURAL GAS	\$96.99	0073-603-522	EM-WESTERN RD
E 100-522230-224 NATURAL GAS	\$748.21	0461-777-971	FD-MEQUON AVE
E 100-555510-224 NATURAL GAS	\$137.91	1010-312-045	PARKS-BOY SCOUT HOUSE
E 100-555510-224 NATURAL GAS	\$100.45	1201-902-213	PARKS-GIRL SCOUT HOUSE
E 601-573840-224 NATURAL GAS	\$35.24	1215-012-928	WW-GARFIELD ST #9
E 601-573840-224 NATURAL GAS	\$11.57	1231-799-804	WW-KENZIE WAY #11
E 260-555110-224 NATURAL GAS	\$826.07	2664-690-477	LIBRARY-HANOVER
E 100-533210-222 ELECTRIC	\$88.88	3090-975-495	DPW-HWY 60 ELECTRIC
E 601-573840-224 NATURAL GAS	\$13.77	3226-404-229	WW-EVERGREEN CT #7
E 601-573825-224 NATURAL GAS	\$117.84	3676-352-296	WW-PARK LN
E 240-555320-224 NATURAL GAS	\$24.65	3800-407-384	POOL-EVERGREEN
E 100-522230-224 NATURAL GAS	\$499.56	3867-586-082	FD-MEQUON
E 100-518100-224 NATURAL GAS	\$720.23	4273-838-952	CITY HALL
E 601-573840-224 NATURAL GAS	\$13.73	4840-580-943	WW-HIGHLAND DR #8
E 100-518100-224 NATURAL GAS	\$973.85	6030-376-666	CH-LINCOLN BLDG
E 601-573825-224 NATURAL GAS	\$334.83	6058-143-423	WW-PARK LN-CONTROL BLDG
E 100-533210-224 NATURAL GAS	\$934.91	6625-353-957	DPW FAC.-JOHNSON
E 601-573840-224 NATURAL GAS	\$11.65	6625-972-176	WW-DORCHESTER #4
E 240-555320-224 NATURAL GAS	\$9.57	6829-107-991	POOL STE 2-EVERGREEN
E 601-573840-224 NATURAL GAS	\$10.27	7009-148-866	WW-KEUP RD #10
E 100-522100-224 NATURAL GAS	\$9.57	7090-613-994	PD-WAUWATOSA RD UNIT G
E 100-522100-224 NATURAL GAS	\$870.05	7289-351-610	PD-WAUWATOSA RD
E 100-518100-224 NATURAL GAS	\$1,080.14	9472-045-425	CH-GYM
Total WE ENERGIES	\$7,669.94		

Unpaid			
WI DNR-HUNTER SAFETY			
E 100-522110-347 SUPPLIES AND EXPENSES	\$130.00		REGISTR FEE PD-HUNTER SAFETY COURSE-SPRING 2017 FEES
Total WI DNR-HUNTER SAFETY	\$130.00		
111300 PWSB Checking	\$91,834.55		

Fund Summary

111300 PWSB Checking	
100 GENERAL FUND	\$46,968.09
220 RECREATION PROGRAMS FUND	\$1,293.47
240 SWIMMING POOL FUND	\$194.21
260 LIBRARY FUND	\$4,015.60
400 CAPITAL IMPROVEMENTS FUND	\$7,554.11
601 SEWERAGE FUND	\$31,809.07
	\$91,834.55



CITY OF CEDARBURG

04/13/17 3:34 PM

Page 1

*Check Detail Register©

Agilex 04/18/2017

APRIL 2017

		Check Amt	Invoice	Comment
111300 PWSB Checking				
Unpaid	BEN MEADOWS CO.			
E 100-533210-353	MAINTENANCE PARTS	\$429.48	S103245674	DPW-WARNING LIGHTS/STROBE/FLANGE KIT
Total	BEN MEADOWS CO.	\$429.48		
Unpaid	COMPLETE OFFICE OF WISCONSIN			
E 100-522100-340	MAINTENANCE SUPPLIES	\$310.47	790507	PD-TOWELS
Total	COMPLETE OFFICE OF WISCONSIN	\$310.47		
Unpaid	CONLEY MEDIA, LLC			
E 100-522110-390	OTHER EXPENSES	\$141.46	1851050317	PD-MARCH CROSSING GUARDS ADS
Total	CONLEY MEDIA, LLC	\$141.46		
Unpaid	DIGITAL EDGE OF GRAFTON			
E 220-555390-309	RECREATION BROCHURE EX	\$2,380.00	11625	REC-SUMMER ACTIVITY GUIDE
Total	DIGITAL EDGE OF GRAFTON	\$2,380.00		
Unpaid	DISCOVERY COACH			
E 100-555140-390	OTHER EXPENSES	\$100.00	10102	SR TOURS-6/28/17 FIRESIDE TOUR DEPOSIT
E 100-555140-390	OTHER EXPENSES	\$100.00	10103	SR TOURS-8/10/17 Fireside Tour Deposit
Total	DISCOVERY COACH	\$200.00		
Unpaid	FIVE CORNERS DODGE			
E 100-522120-240	REPAIR AND MAINTENANCE	\$83.90	25232	PD-REPLACE FRONT 2 TIRES
Total	FIVE CORNERS DODGE	\$83.90		
Unpaid	FOX WELDING			
E 100-533210-350	OPERATING SUPPLIES	\$36.40	280181	DPW-ACETYLENE CYLINDER RENTAL
E 100-533210-353	MAINTENANCE PARTS	\$27.75	352823	DPW-30" COAT GREEN SATEEN
E 100-533210-353	MAINTENANCE PARTS	\$25.00	353207	DPW-REPAIRED CUTTING TORCH
E 100-533210-353	MAINTENANCE PARTS	\$35.09	353253	DPW-REPAIRED CUTTING TORCH
E 100-533210-350	OPERATING SUPPLIES	\$330.05	353340	DPW-COMPRESSED GAS/NOZZLE
Total	FOX WELDING	\$454.29		
Unpaid	HI-LINE			
E 100-533210-353	MAINTENANCE PARTS	\$14.95	10529020	DPW-CABLE TIES
E 100-533210-353	MAINTENANCE PARTS	\$8.00	10529215	DPW-CABLE TIES
Total	HI-LINE	\$22.95		
Unpaid	KETTLE-LAKES COOPERATIVE			
E 100-555510-240	REPAIR AND MAINTENANCE	\$31.43	F61328	PARKS-MOLASSES
Total	KETTLE-LAKES COOPERATIVE	\$31.43		
Unpaid	LA ROSA LANDSCAPE			
E 100-522100-240	REPAIR AND MAINTENANCE	\$517.00	53453	PD-3/28/17 SPRING CLEAN UP SERVICES
Total	LA ROSA LANDSCAPE	\$517.00		
Unpaid	LARK UNIFORM OUTFITTERS INC			



CITY OF CEDARBURG

04/13/17 3:34 PM

Page 2

*Check Detail Register©

Agilex 04/18/2017

APRIL 2017

		Check Amt	Invoice	Comment
E 100-522120-346	UNIFORMS	\$104.00	241367	PD-EMBROIDERY/HASHMARKS
Total LARK UNIFORM OUTFITTERS INC		\$104.00		
Unpaid	MASTER PRINTWEAR			
E 220-555390-347	SUPPLIES AND EXPENSES	\$265.50	0043437-IN	REC-SHIRTS
Total MASTER PRINTWEAR		\$265.50		
Unpaid	NORTH CENTRAL LABORATORIES			
E 601-573825-370	LAB SUPPLIES	\$56.20	388003	WW-NASCO SLUDGE JUDGE II BOTTOM SECTION
E 601-573825-370	LAB SUPPLIES	\$40.95	388128	WW-PHOSPHATE BUFFER
Total NORTH CENTRAL LABORATORIES		\$97.15		
Unpaid	POMP S TIRE SERVICE, INC.			
E 100-533210-353	MAINTENANCE PARTS	\$25.00	430053155	DPW-FLAT TIRE REPAIR
Total POMP S TIRE SERVICE, INC.		\$25.00		
Unpaid	PORT-A-JOHN			
E 200-544210-230	GROUND MAINTENANCE	\$77.00	0423983-IN	CEM-RESTROOM BRIDGE & HIGHWOOD
Total PORT-A-JOHN		\$77.00		
Unpaid	QUALITY STATE OIL CO., INC.			
G 100-161500	FUEL INVENTORY	\$2,806.92	1692082	MARCH 2017 FUEL
Total QUALITY STATE OIL CO., INC.		\$2,806.92		
Unpaid	SCHOLASTIC LIBRARY PUBLISHING			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$28.00	14745515	LIBR-PRESIDENT DONALD TRUMP BOOK
Total SCHOLASTIC LIBRARY PUBLISHING		\$28.00		
Unpaid	TAPCO			
E 100-533311-363	SIGNS	\$647.20	1558326	DPW-SIGNS
Total TAPCO		\$647.20		
Unpaid	UNIFIRST CORPORATION			
E 100-533210-350	OPERATING SUPPLIES	\$44.12	096 0945301	DPW-UNIFORMS
E 100-533210-350	OPERATING SUPPLIES	\$44.12	096 0946326	DPW-UNIFORMS
E 100-533210-350	OPERATING SUPPLIES	\$44.12	096 0947378	DPW-UNIFORMS
E 100-533210-350	OPERATING SUPPLIES	\$45.83	096 0953923	DPW-UNIFORMS
E 601-573825-372	SAFETY EQUIPMENT	\$39.64	096 0955018	WW-UNIFORMS
Total UNIFIRST CORPORATION		\$217.83		
Unpaid	VEOLIA ES INDUSTRIAL SERVICES			
E 601-573825-294	SLUDGE HAULING	\$18,492.00	1003-25819	WW-FEBRUARY 2017 BIOSOLIDS HAULING BILLING
Total VEOLIA ES INDUSTRIAL SERVICES		\$18,492.00		
Unpaid	ZUERN BUILDING PRODUCTS			
E 100-533440-240	REPAIR AND MAINTENANCE	\$265.90	801509	DPW-9X3" EXTERIOR FLAT SCREWS/TREATED LUMBER
E 100-533440-240	REPAIR AND MAINTENANCE	\$55.20	801511	DPW-2X6 8' TREATED LUMBER
E 100-533440-240	REPAIR AND MAINTENANCE	\$23.90	801540	DPW-2X8 TREATED LUMBER



CITY OF CEDARBURG

04/13/17 3:34 PM

Page 3

*Check Detail Register©

Agilex 04/12/2017
APRIL 2017

	Check Amt	Invoice	Comment
E 100-533440-240 REPAIR AND MAINTENANCE	\$11.95	801542	DPW-2X8 TREATED LUMBER
Total ZUERN BUILDING PRODUCTS	\$356.95		
111300 PWSB Checking	\$27,688.53		

Fund Summary

111300 PWSB Checking	
100 GENERAL FUND	\$6,309.24
200 CEMETERY FUND	\$77.00
220 RECREATION PROGRAMS FUND	\$2,645.50
260 LIBRARY FUND	\$28.00
601 SEWERAGE FUND	\$18,628.79
	<hr/>
	\$27,688.53



City of Cedarburg

City Administrator's Report

April 20, 2017

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 2017 Street & Utility project. The sanitary sewer is completed on Hillcrest Avenue, the water and lateral work is to follow.

Director Wiza and Assistant Engineer Weiser attended a Wisconsin Asphalt Paving seminar on Tuesday morning.

Assessor—Open Book was Tuesday, April 18 and continued for the week.

Library— Director Pierschalla is continuing to work on a parking agreement with the Ozaukee County Historical Society.

Administrator— Ontech is replacing six computers this week. Windows 10 training was offered today.

The Grand Opening for the clubhouse at the Glen at Cedar Creek was held on Wednesday.

Deputy Treasurer/Payroll Officer Livingston and I are attending a Human Resources user's group at CVMIC on Friday.

A joint employee meeting is being planned for May 24 at City Hall with the Village of Grafton, Village of Saukville, Town of Cedarburg and the City of Port Washington on Gratitude.

Respectfully submitted,

Christy Mertes, City Administrator/Treasurer

PROCLAMATION

WHEREAS, the Office of the Municipal Clerk, a time honored and vital part of local government, exists throughout the world, and

WHEREAS, the Office of the Municipal Clerk is the oldest among public servants; and

WHEREAS, the Office of Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels; and

WHEREAS, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

WHEREAS, Municipal Clerks serve as the information center on functions of local government and community.

WHEREAS, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, province, county and international professional organizations.

WHEREAS, it is most appropriate that we recognize the accomplishments of the office of Municipal Clerk.

NOW, THEREFORE, I, Kip Kinzel, Mayor of the City of Cedarburg, do recognize the week of May 7 through May 13, 2017, as Municipal Clerks Week, and further extend appreciation to our Municipal Clerk Constance McHugh, Deputy Clerk Amy Kletzien, and Administrative Assistant Jenny Valenta, and to all Municipal Clerks and Deputy Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this 24th day of April 2017.

Kip Kinzel, Mayor

Attest:

Christy Mertes, City Administrator