

**CITY OF CEDARBURG
MEETING OF COMMON COUNCIL
NOVEMBER 27, 2017 – 7:30 P.M.**

A meeting of the Common Council of the City of Cedarburg, Wisconsin, will be held on Monday, November 27, 2017 at **7:30 p.m.** at City Hall, W63 N645 Washington Avenue, Cedarburg, WI, in the second floor Council Chambers.

PLEASE NOTE THE CHANGE IN START TIME

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* - November 13, 2017 and November 14, 2017
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. PUBLIC HEARING
 - * A. Public Hearing – Consider Ordinance No. 2017-24 amending Sec. 13-1-56(c) of the Zoning Code to add “Warehousing” as a permitted Accessory Use in the B-4 Office and Service District; and action thereon (Plan Comm. 11/06/17)
9. NEW BUSINESS
 - * A. Consider quote from EMC Insurance for property insurance; and action thereon
 - * B. Consider Ordinance No. 2017-25 levying property taxes on the General, Debt Service, Special Revenue, and Capital Improvement Funds for fiscal year 2018; and action thereon

- * C. Consider Ordinance No. 2017-26 appropriating the necessary funds for the operation of the Government and Administration of the City of Cedarburg for fiscal year 2018; and action thereon
- * D. Consider Ordinance No. 2017-27 appropriating the necessary funds for the 2018 Capital Improvement budget; and action thereon
- * E. Consider Ordinance No. 2017-28 establishing the user charge schedule and appropriating the necessary funds for the Sewerage Fund for the operation of the Waste Recycling Center for fiscal year 2018; and action thereon
- * F. Consider Ordinance No. 2017-29 appropriating the necessary funds for the operation of the Special Revenue Funds and adopting the indicated budgets for fiscal year 2018; and action thereon
- * G. Consider Ordinance No. 2017-30 amending Sec. 5-7-1 of the Municipal Code to increase fees for accident reports; and action thereon
- * H. Consider award of contract for assessing of commercial real estate and personal property; and action thereon
- * I. Consider payment of bills for the period 11/09/17 through 11/16/17, transfers for the period 11/11/17 through 11/25/17, and payroll for the period 11/05/17 through 11/18/17; and action thereon
- *** J. Consider License Applications; and action thereon
 1. Consider approval of new Operators License application for the period ending June 30, 2018 for Christopher D. Marks; and action thereon
 2. Consider approval of Horse and Carriage license to Mary Jane Swedberg of Hoof Beats Express, W359 N9054 Brown Street, Oconomowoc, WI

10. REPORTS OF CITY OFFICERS AND DEPARTMENT HEADS

- * A. Administrator's Report

11. 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 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, to

consider a Developer's Agreement with HSI Properties regarding the St. Francis Borgia site at N44 W6035 – N43 W6005 Hamilton Road. Approval of November 13, 2017 and November 14, 2017 closed session minutes.

13. RECONVENE TO OPEN SESSION

14. 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

11/22/17 ckm

**CITY OF CEDARBURG
COMMON COUNCIL
November 13, 2017**

**CC20161113-1
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, November 13, 2017, at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers. Mayor Kinzel called the meeting to order at 7:00 p.m.

ROLL CALL: Present - Common Council – Mayor Kip Kinzel, Council Members John Czarnecki, Jack Arnett, Dick Dieffenbach, Rick Verhaalen, Patricia Thome, Mike O’Keefe

Excused - Council Member Mitch Regenfuss

Also Present - City Administrator/Treasurer Christy Mertes, City Attorney Michael Herbrand, Director of Engineering and Public Works Tom Wiza, City Clerk Constance McHugh, Police Chief Tom Frank, Fire Chief Jeff Vahsholtz, Fire Inspector Blake Karnitz, Superintendent of Public Works Joel Bublitz, Parks, Recreation & Forestry Director Mikko Hilvo, Building Inspector Mike Baier, Assessor Cathy Timm, Wastewater Superintendent Eric Hackert, Deputy City Clerk Amy Kletzien, Library Director Linda Pierschalla, Circulation Supervisor Cathy Holnagel, Library Board Members Sue Karlman, and Sherry Bublitz, interested citizens and news media

STATEMENT OF PUBLIC NOTICE

At Mayor Kinzel’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. Citizens present were welcomed and encouraged to provide their input during the citizen comment portion of the meeting.

APPROVAL OF MINUTES

Motion made by Council Member Thome, seconded by Council Member Dieffenbach, to approve the minutes of the October 30, 2017 meeting as presented. Motion carried without a negative vote with Council Member Regenfuss excused.

COMMENTS AND SUGGESTIONS FROM CITIZENS - None

UNFINISHED BUSINESS

CONSIDER AND DISCUSS THE PROPOSED 2018 CITY BUDGET; AND DIRECTION OR ACTION THEREON

City Administrator/Treasurer Mertes explained that the following changes were made to the budget since the public hearing on October 31, 2017:

1. Removed revaluation funding of \$10,000 in General Fund;
2. Removed electronic document software of \$14,000 in General Fund;

3. Reduced Parks, Recreation and Forestry tree planting account by \$11,885 in General Fund;
4. Removed \$5,000 Riveredge Funding for storm water education and activities;
5. Reduced Emergency Management vehicle budget by \$20,000 in Capital Improvements;
6. Removed 911 upgrade and moved \$40,000 to 2019 Capital Improvements;
7. Moved one squad replacement of \$30,000 to 2020 in Capital Improvements;
8. Moved Fire Department flag pole and planter project for \$40,000 to 2019 Capital Improvements;
9. Moved standing mower of \$8,000 to 2019 Capital Improvements;
10. Reduced Library levy by \$10,000.

The total reduction is \$188,885.

With these changes to the budget the 2018 tax rate will be \$7.48/\$1,000 of assessed value, or a 0.3% increase. For the average valued home of \$276,000 that amounts to \$5.52.

City Administrator/Treasurer Mertes explained that the Public Works and Sewerage Commission recently asked for recodification of Title 6 of the City Code. She asked the Common Council if they would want to do a full recodification for approximately \$15,000. It was the consensus of the Common Council not to add a full recodification to the budget.

Council Member Dieffenbach explained that the Friends of the Library work hard for the Library and he asked that the \$10,000 be restored to the Library budget.

Council Member Czarnecki said that \$1.4 million is being allocated to the Library. He added that \$10,000 is a modest amount to remove from the budget, as all Departments did their part to balance the budget for a minimal increase to the taxpayers.

In answer to Council Member Thome's question, City Administrator/Treasurer Mertes stated that \$10,000 is being removed from the Library's Fund Balance. The Library will have \$4,900 at the end of 2017. She stated that Library Director Pierschalla is concerned about any unforeseen expenses; however, a budget amendment can be done if needed.

In answer to Council Member Dieffenbach's question, City Administrator/Treasurer Mertes stated that the \$212,892 State of Wisconsin tax reduction shown in the budget is because there is no longer a State tax levy for 2018.

Council Member Arnett expressed appreciation and thanked the Departments for helping to reduce the total budget by \$189,000.

In answer to Council Member Verhaalen's questions, City Administrator/Treasurer Mertes confirmed that the Debt Service levy is how much the City levies taxes to pay off debt and stated that this is the principle and interest payments for 2018. This amount is higher because she had used proceeds from the savings on the Library construction and the sale of the former library building to offset the amount the last couple of years. This year also includes the borrowing for the DPW facility. Finally, this does not include any proposed debt from the TIF for Amcast. If the City borrows for this project next year, there will not be any interest or principal payments until the following year.

Council Member Thome said that she appreciates the effort everyone made in balancing the budget; however, she reiterated that the Council needs to be reminded that they are just pushing items forward into the coming years.

In answer to Council Member Czarnecki's question, City Administrator/Treasurer Mertes stated that the annual Amcast cost in 2019 will be approximately \$200,000 - \$250,000.

Council Member Dieffenbach stated that he can accept a 2.4% levy increase; however, he is concerned about a report that he received from the United Way stating that approximately 1/3 of the households in Cedarburg are below what is considered the poverty level. He thanked the Departments for their efforts in lowering the tax rate.

It was the consensus of the Common Council to approve the proposed budget for 2018 on November 27.

NEW BUSINESS

CONSIDER AWARD OF ENGINEERING DESIGN CONTRACT FOR THE 2018 STREET AND UTILITY PROJECT; AND ACTION THEREON

Director Wiza explained that staff requested proposals from a total of four engineering consulting firms for design of the 2018 Street and Utility Project. A detailed Request for Proposal (RFP) was sent to each firm, and the scope of work was well defined. Three of the four firms submitted responsive proposals, and the lowest overall fee for services was submitted by M-Squared Engineering of Cedarburg. The Public Works and Sewerage Commission met on November 9 and recommended awarding the contract to M-Squared for \$34,965.

In answer to Council Member Czarnecki's question, Director Wiza stated that M-Squared has successfully completed engineering services for the street project for the last three years.

Motion made by Council Member Arnett, seconded by Council Member O'Keefe, to award the engineering design contract for the 2018 Street and Utility project to M-Squared Engineering in the amount of \$34,965. Motion carried without a negative vote with Council Member Regenfuss excused.

CONSIDER ORDINANCE NO. 2017-23 REPEALING AND RECREATING SEC. 5-2 OF THE MUNICIPAL CODE OF ORDINANCES RELATING TO FIRE PREVENTION AND PROTECTION; AND ACTION THEREON

Fire Chief Vahsholtz explained that the Fire Code was last updated in 1992 and many things have changed. He received guidance from retired Assistant Fire Chief Marty King from West Allis who was in charge of their entire inspection bureau and inspections in West Allis including State Fair Park. Mr. King also teaches code inspection and works with the National Sprinkler Association in Wisconsin. He met with Fire Chief Vahsholtz and Fire Inspector Koeppen several times and did 98% of the work on the Code revision by bringing it up to today's standards with proper terminology. Fire Inspectors Koeppen and Karnitz and Chief Vahsholtz added some items that are specific to Cedarburg, such as requiring a Knox Box on commercial buildings. He recommended that the new Code be adopted, as it will be a very good tool for the City.

Fire Chief Vahsholtz explained that the State changed some of its rules a few years ago. The City of Cedarburg was very restrictive due to our historic nature and lost some items when the State decided to make the Code standard across the board. However, it made it easier for the builders coming into a community.

In answer to Council Member Verhaalen's question, Fire Chief Vahsholtz stated that the revisions to the City Code mirror all of the State Codes. The terminology is updated to meet the State Code.

In answer to Council Member Czarnecki's questions, Fire Inspector Karnitz explained that the State has made the Code requirements the same across all communities. A few items specific to Cedarburg are that no grills are allowed on the second floor balconies or above and the Knox Box requirement. Electric grills are okay because they are not as dangerous as propane or charcoal grills.

In answer to Council Member Dieffenbach's question, Fire Inspector Karnitz stated that he did not know of anything in the City Code that would prevent a developer from building in Cedarburg. The new Code states that all new commercial buildings would require a Knox Box (key vault) for approximately \$350.

Fire Chief Vahsholtz stated that there is a provision in the current Code that states if they had a sprinkler system in the building they had to provide a Knox Box. The sprinkler requirements have been lessened and the Fire Department is now requiring a Knox Box to prevent any damage entering a building. They also added language as to where the Fire Department would like the control panel for the alarm system located. They have no control over the actual building itself and how it is physically built.

Fire Inspector Karnitz stated that there is an appeal section in the Code for the requirement to have a Knox Box.

In answer to Council Member Arnett's question, Fire Chief Vahsholtz stated that the building portion of the Code is at the State level and the City cannot make it more restrictive. The Code was reviewed by City Attorney Herbrand and it meets all of the requirements.

Mayor Kinzel explained that the City does not want to be at a competitive disadvantage. Fire Chief Vahsholtz confirmed that the City will not be at a disadvantage.

Council Member Arnett asked if the updated Fire Code allows for any flexibility for using new technology or anything other than water to relieve some of the expense required for a business to expand to the second floor.

Fire Inspector Karnitz stated that the type of fire protection system is driven by the National Fire Protection Association Code and the IVC, which are both adopted by the State of Wisconsin. A dry chemical system is not common; however, in certain situations they may be allowed.

Council Member Arnett said that he would like the City to be able to look at something else if it is safe, cost effective and protects the buildings and lives.

Fire Inspector Karnitz stated that the City cannot be more restrictive than the State.

In answer to Council Member Verhaalen's question regarding inspections and inspection fees, Chief Vahsholtz stated that the Fire Department can only inspect commercial and common areas such as hallways in apartment buildings and not private residences. The inspection fee has been in the Code for many years to make it easier for the City to recoup monies. It has been changed from charging by specific occupancy to square footage in this revision.

City Attorney Herbrand stated that the inspection fees only refers to required inspections and does not include private homes.

Motion made by Council Member O'Keefe, seconded by Council Member Dieffenbach, to adopt Ordinance No. 2017-23 repealing and recreating Sec. 5-2 of the Municipal Code or Ordinances relating to Fire Prevention and Protection. Motion carried without a negative vote with Council Member Regenfuss excused.

CONSIDER PAYMENT OF BILLS FOR THE PERIOD 10/27/17 THROUGH 11/03/17, TRANSFERS FOR THE PERIOD 10/28/17 THROUGH 11/09/17, AND PAYROLL FOR THE PERIOD 10/22/17 THROUGH 11/04/17; AND ACTION THEREON

Motion made by Council Member Czarnecki, seconded by Council Member Arnett, to approve the payment of bills for the period 10/27/17 through 11/03/17, transfers for the period 10/28/17 through 11/09/17, and payroll for the period 10/22/17 through 11/04/17. Motion carried without a negative vote with Council Member Regenfuss excused.

CONSIDER LICENSE APPLICATIONS; AND ACTION THEREON

Motion made by Council Member O'Keefe, seconded by Council Member Dieffenbach, to approve a new Operators License application for the period ending June 30, 2018 for Polly H. Partain. Motion carried without a negative vote with Council Member Regenfuss excused.

ADMINISTRATOR'S REPORT

City Administrator/Treasurer Mertes thanked the Department Heads for helping her balance the budget. The auditors will be at City Hall next week to start the preliminary audit.

COMMENTS AND SUGGESTIONS FROM CITIZENS - None

COMMENTS & ANNOUNCEMENTS BY COUNCIL MEMBERS

Council Member Dieffenbach asked why the room tax was shown at 58% in the Quarterly Report. City Administrator/Treasurer Mertes explained that room tax was not due until the end of October and will show an increase at year end.

In answer to Council Member Dieffenbach's question, City Administrator/Treasurer Mertes explained that the Personnel Committee will meet every other month, starting in February, as directed by the Common Council, to discuss health insurance benefits.

Council Member Arnett explained that the Branding Committee will be sending out invitations to participate in the branding process. The website went live today and can be viewed at: www.brandingcedarburgwi.com to follow the process.

MAYOR'S REPORT – None

ADJOURNMENT – CLOSED SESSION

Motion made by Council Member Thome, seconded by Council Member O'Keefe, to adjourn to closed session at 7:31 p.m. 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, to consider cellular tower leases for location on the monopole being constructed on Western Avenue. Approval of October 30, 2017 closed session minutes. Motion carried on a roll call vote with Council Members Czarnecki, Arnett, Dieffenbach, Verhaalen, Thome, and O'Keefe voting aye and Council Member Regenfuss excused.

RECONVENE TO OPEN SESSION

Motion made by Council Member Dieffenbach, seconded by Council Member Arnett, to reconvene to open session at 7:55 p.m. Motion carried on a roll call vote with Council Members Czarnecki, Arnett, Dieffenbach, Verhaalen, Thome and O'Keefe voting aye and Council Member Regenfuss excused.

ADJOURNMENT

Motion made by Council Member Arnett, seconded by Council Member O'Keefe, to adjourn the meeting at 7:55 p.m. Motion carried unanimously with Council Member Regenfuss excused.

Amy D. Kletzien, MMC/WCPC
Deputy City Clerk

**CITY OF CEDARBURG
COMMON COUNCIL
November 14, 2017**

**CC20171114-1
UNAPPROVED**

A special meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Tuesday, November 14, 2017, at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers. Mayor Kinzel called the meeting to order at 7:00 p.m.

ROLL CALL: Present - Common Council: Mayor Kip Kinzel, Council Members John Czarnecki, Jack Arnett, Dick Dieffenbach, Rick Verhaalen, Mitch Regenfuss, Patricia Thome and Mike O'Keefe

Also Present - Police Chief Thomas Frank, Police Officer Dustin Koehler, City Clerk Constance McHugh, City Attorney Michael Herbrand and Assistant City Attorney Johnathan Woodward on behalf of the Police Department, Attorney Aaron Graf on behalf of the Common Council, Attorney Tim Algiers on behalf of Steven and Diane Banas, Steven and Diane Banas; interested citizens and news media

STATEMENT OF PUBLIC NOTICE

At Mayor Kinzel's request, City Clerk McHugh 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.

HEARING ON COMPLAINT AGAINST CLASS "B" BEER AND "CLASS B" LIQUOR LICENSE OF STEVEN WALTER BANAS D/B/A AUGUST WEBER HAUS AT W63 N678 WASHINGTON AVENUE

A hearing was held regarding a complaint filed by Police Chief Frank against the Class "B" beer and "Class B" liquor License of Steven Walter Banas, d/b/a August Weber Haus at W63 N678 Washington Avenue.

CLOSED SESSION

Motion made by Council Member O'Keefe, seconded by Council Member Czarnecki, to adjourn to closed session at 9:23 p.m. pursuant to State Statutes 19.85(1)(a) to deliberate concerning a case which is the subject of any judicial or quasi-judicial trial or hearing before the Common Council. Motion carried on a roll call vote with Council Members Czarnecki, Arnett, Dieffenbach, Verhaalen, Regenfuss, Thome and O'Keefe voting aye.

RECONVENE TO OPEN SESSION

Motion made by Council Member Dieffenbach, seconded by Council Member Thome, to reconvene to open session at 10:48 p.m. Motion carried on a roll call vote with Council Members Czarnecki, Arnett, Dieffenbach, Verhaalen, Regenfuss, Thome and O'Keefe voting aye.

**SET FORTH FINDINGS AND DECISION REGARDING COMPLAINT AGAINST CLASS
“B” BEER AND “CLASS B” LIQUOR LICENSE OF STEVEN WALTER BANAS, D/B/A
AUGUST WEBER HAUS AT W63 N678 WASHINGTON AVENUE**

Motion made by Council Member O’Keefe, seconded by Council Member Arnett, to revoke the Class “B” beer and “Class B” liquor license of Steven Walter Banas d/b/a August Weber Haus at W63 N678 Washington Avenue based on:

1. A failure to publish open hours per Ordinance 7-2-18(b)(1)(a)(iv) in that posting the current status of the business is not publishing open hours; and
2. A failure to be open for business in a manner that satisfies the stated intent of the Ordinance that “Class B” alcohol beverage licenses be held by active, going concerns that are open to the public for business on a regular basis.

Motion carried unanimously.

ADJOURNMENT

Motion made by Council Member Arnett, seconded by Council Member O’Keefe, to adjourn the meeting at 10:50 p.m. Motion carried unanimously.

Constance K. McHugh, MMC/WCPC
City Clerk

CITY OF CEDARBURG

MEETING DATE: November 27, 2017

ITEM NO: 8. A.

TITLE: Consider Ordinance No. 2017-24 amending Sec. 13-1-56(c) of the Zoning Code to add “Warehousing” as a permitted Accessory Use in the B-4 Office and Service District; and action thereon (Plan Comm. 11/06/17)

ISSUE SUMMARY: A review of our records indicates that back in 1993 when Mr. Voight received approval for an addition to the Energenecs building at W59 N249 Cardinal Avenue, his plans included a loading dock and an open area within the building identified as equipment staging and shelving (i.e., warehousing). Unfortunately that area of the building was not interpreted as warehousing during the approval process and consequently this subordinate use was approved and has existed since 1993. However, since warehousing is not listed as a permitted use, an accessory use or a conditional use in the B-4 Office and Service District, it is not technically permitted. Accordingly, Mr. Voigt is requesting this zoning text amendment to legitimize the limited warehousing use of this structure.

Staff notes that without this text change, the applicant owns a building that was constructed in accordance with approved plans but includes an element dedicated to a use which is not permitted by Code. Mr. Voight is now trying to sell this building and staff cannot legally respond to potential buyers that the use is permitted. Accordingly, the intent of this request is to alleviate that problem by listing “limited warehousing” as an accessory use in the B-4 which, by definition, would need to be tied to either a principal use permitted by right or as a conditional use. Accessory uses are defined as uses that are subordinate to the principal use of a structure serving a purpose customarily incidental to the principal use. Warehousing as a stand-alone principal use would not be permitted.

STAFF COMMENTS AND RECOMMENDATION: Staff recommends approval.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: At their November 6, 2017 meeting, the Plan Commission unanimously recommended approval of Ordinance No. 2017-24.

BUDGETARY IMPACT: N/A

ATTACHMENTS:

- Ordinance No. 2017-24
- Plan Commission Minutes from 11/06/2017

INITIATED/REQUESTED BY: Donald Voight, Owner

FOR MORE INFORMATION CONTACT: Jonathan P. Censky, City Planner, 262-375-7610

ORDINANCE NO. 2017-24

**An Ordinance Amending Section 13-1-56(c) of the
Zoning Code Adding Warehousing as a
Permitted Accessory Use in the B-4 Office and Service District**

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

SECTION 1. Section 13-1-56(c) of the City of Cedarburg Municipal Code is hereby amended to read as follows:

SEC 13-1-56 B-4 OFFICE AND SERVICE DISTRICT.

- (c) **SEC 13-1-56 PERMITTED ACCESSORY USES.**
(7) Warehousing

SECTION 2. Effective Date. This ordinance shall take effect upon passage and publication as provided by law.

Passed and adopted this 27th day of November, 2017.

Kip Kinzel, Mayor

Attest:

Constance K. McHugh, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney

CONSIDER AMENDMENT TO THE B-4 DISTRICT TO ALLOW WAREHOUSING AS AN ACCESSORY USE – DONALD VOIGT

Planner Censky explained that Donald Voigt, a property owner in the B-4 Office and Service District, is requesting a zoning text amendment to add warehousing to the list of permitted accessory uses in the B-4 District. Accessory uses are defined as uses that are subordinate to the principal use of a structure serving a purpose customarily incidental to the principal use. Accordingly, accessory uses are only permitted if the principal use already exists or is approved in conjunction with the principal use.

Mr. Voigt is requesting this text amendment to legitimize the limited warehousing use of his existing structure. Planner Censky noted that this warehousing use was actually shown on Mr. Voigt's plans back in 1993 when he received approval for an addition that included a loading dock for vans and semi-trucks delivering to an open area identified in the plans as equipment staging and shelving (i.e., warehousing). Mr. Voigt is now trying to sell his property and without this zoning text change, he cannot advertise or use that portion of the building for warehousing. Moreover, enforcement of that restriction going forward would be highly difficult. Accordingly, the intent of this request is to alleviate that problem by listing "limited warehousing" as an accessory use in the B-4 District that would need to be tied to either a use permitted by right or a conditional use. Warehousing as a stand-alone principal use would not be permitted.

The reason this change is needed is that City staff cannot legally respond to potential buyers that, even though the building was approved and ultimately constructed with limited warehousing, the use is permitted. While this change is to accommodate the use of an existing structure in the B-4 District, it is a change that only introduces a supporting use for other principal uses within this District that seems appropriate. After a recommendation by the Plan Commission, an ordinance would be scheduled for a public hearing and action by the Common Council.

Action:

A motion was made by Council Member Czarnecki, seconded by Commissioner von Barga, to recommend a text amendment to allow accessory warehousing in the B-4 Office and Service District. The motion carried without a negative vote.

REQUEST FOR A MOBILE FOOD ESTABLISHMENT LICENSE – THAT TACO GUY, LLC/ELI AND ANDREA ACOSTA

Planner Censky advised that Eli and Andrea Acosta are requesting a Mobile Food Vendors License to be able to park a mobile food truck, on a request basis, on the site of the North 48 Tavern at W62 N599 Washington Avenue in the rear yard adjacent to the outdoor beer garden, on the driveway of Chris Smith's downtown property (Former Classic Traditions) at W63 N671 Washington Avenue and within the parking lot of North Shore Gymnastics at W59 N270 Cardinal Avenue. He reminded Commission members that the Mobile Vendors License Ordinance was adopted earlier in 2017 and serves to restrict where mobile food trucks can be parked. Specifically, **Section 7-18-2 License**

CITY OF CEDARBURG

MEETING DATE: November 27, 2017

ITEM NO: 9. A.

TITLE: Consider quote from EMC Insurance for property insurance; and action thereon

ISSUE SUMMARY: The City's property insurance has been with MPIC the last two years. I received a two quotes from Ansay & Associates and EMC came in with the lowest premium and was also below our MPIC renewal. With Tony Matera's help (from Ansay & Associates) the policy would be the same level of coverage as MPIC.

STAFF RECOMMENDATION: Move property insurance coverage from MPIC to EMC

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: Total savings of \$4,979 over all funds

ATTACHMENTS: MPIC renewal policy quote and Ansay & Associates premium summary page

INITIATED/REQUESTED BY: Christy Mertes

FOR MORE INFORMATION CONTACT: City Administrator/Treasurer Christy Mertes, 375-7606

CEDARBURG PREMIUM SUMMARY

<u>Coverage</u>	<u>Expiring</u> <u>2017-2018</u>	<u>Selective</u> <u>2018-2019</u>	<u>EMC</u> <u>2018-2019</u>
Property	\$27,006	\$29,025	\$15,487
Equipment Breakdown	Not Included	Not Included	Not Included
Non Flood Plain \$5M	Included	Included	See Options Below
Inland Marine	\$2,339	\$3,966	\$2,006
Annual Premium	\$29,345	\$32,014	\$17,493

EMC NON-FLOOD PLAIN FLOOD OPTIONS

<u>Limit Options</u>	<u>Cost Per Limit</u>	<u>Total Program Cost w/ Flood</u>
\$5,000,000	\$11,827	\$29,320
\$3,000,000	\$7,127	\$24,620
\$2,000,000	\$4,762	\$22,255

* Property Values including Property in Open and Equipment List quoted based of most recent Statement of Values



MUNICIPAL PROPERTY INSURANCE COMPANY

9701 Brader Way, Suite 301, Middleton, WI 53562 - (608) 821-6303

RENEWAL POLICY QUOTE

Policy # 5000055_Q-1

Agent Pallin Allen

Named Insured and Principal Address:

City of Cedarburg
W63 N645 Washington Ave.
PO Box 49
Cedarburg, WI 53012

Contact:

Christy Mertes
262-376-3907

Policy Period: 12:01 am 01/01/2018 to 01/01/2019

Coverage	Deductible	TIV	Rate	Annual Premium
Buildings, Personal Property & Property in the Open	15,000	66,686,746	0.047	31,339
Contractors Equipment	1,000	1,500,234	0.192	2,880
Monies & Securities	1,000	16,000	0.50	80
Total Annual Premium		\$34,299		

Comments

This quote is your estimated renewal policy premium amount with coverages and coverage amounts as shown.

This quote becomes null and void within 30 days of transaction effective date.

ORDINANCE NO. 2017-25

**An Ordinance Levying Property Taxes for the General,
Debt Service, Special Revenue and Capital Improvement
Funds of the City of Cedarburg for the Year 2018**

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

SECTION 1. There is hereby levied a tax of \$9,342,213 on all the taxable property, within the City of Cedarburg as returned by the Assessor in the year 2017, for the uses and purposes set forth in the 2018 budgets as set forth below, and the City Clerk is hereby authorized and directed to spend this tax on the current tax roll of the City of Cedarburg.

SECTION 2. The tax to be levied will fund the following purposes:

General Fund (Operating)	\$6,133,050
Capital Improvements	915,000
Special Revenue (Library)	722,194
TIF #2	106
Debt Service	1,502,211
Special Revenue (Pool)	69,652
Total	<u>\$9,342,213</u>

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

Passed and adopted this 27th day of November, 2017.

Kip Kinzel, Mayor

Attest:

Constance K. McHugh, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney

ORDINANCE NO. 2017-26

**An Ordinance Appropriating the Necessary Funds for the Operation of
the Government and Administration of the City of Cedarburg for the Year 2018**

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

SECTION 1. There is hereby appropriated out of the receipts of the City of Cedarburg for the year 2018, including monies received from the General Property Tax Levy and other revenues, as monies may be designated to the various accounts and purposes for the operation of the City as set forth below:

EXPENDITURES

General Government	\$1,130,334
Public Safety	4,105,528
Engineering and Public Works	2,631,573
Parks and Recreation	957,719
Conservation and Development	119,647
Contingency Reserves	365,000
Transfer to other funds	<u>87,500</u>
Subtotal General Fund	\$9,397,301
Debt Service	\$1,595,924

TOTAL EXPENDITURES **\$10,993,225**

SECTION 2. This ordinance shall take effect and be in force from and after its passage and publication as provided by law.

Passed and adopted this 27th day of November 2017.

Kip Kinzel, Mayor

Attest:

Constance K. McHugh, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney

ORDINANCE NO. 2017-27

**An Ordinance Appropriating the Necessary Funds for
the 2018 Capital Improvement Budget**

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

SECTION 1. There is hereby appropriated out of the receipts of the City of Cedarburg Capital Improvement Fund for the year 2018, monies as may be designated to the various accounts and purposes in the budget as set forth below:

EXPENDITURES

General Government	\$ 307,000
Public Safety	274,000
Public Works	1,620,276
Parks and Recreation	306,000
Health and Sanitation	510,000
Transfers to Other Funds	<u>58,741</u>

TOTAL EXPENDITURES \$ 3,076,017

SECTION 2. This ordinance shall take effect and be in force from and after its passage and publication as provided by law.

Passed and adopted this 27th day of November, 2017.

Kip Kinzel, Mayor

Attest:

Constance K. McHugh, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney

ORDINANCE NO. 2017-28

**An Ordinance Establishing the User Fee Schedule and
Appropriating the Necessary Funds from
the Sewerage Fund for the Operation of the
Water Recycling Center of the City of Cedarburg**

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

SECTION 1. There is hereby appropriated out of the receipts of the City of Cedarburg Sewerage Fund for the year 2018, monies as may be designated to the various funds and purposes in the budgets attached hereto.

Operating Expenditures	\$2,685,452
Debt Service	82,809
Capital Expenditures	<u>1,545,000</u>
Total	\$4,313,261

SECTION 2. The sewer user charges are established as set forth below:

Monthly connection fee:	\$14.00
Flow rate per 1,000 gallons:	\$ 5.30
Holding tank rate per 1,000:	\$ 8.70
Septic tank rate per 1,000 gallons:	\$44.91
Administrative fee per truckload:	\$10.00

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

Passed and adopted this 27th day of November, 2017.

Kip Kinzel, Mayor

Attest:

Constance K. McHugh, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney

ORDINANCE NO. 2017-29

**An Ordinance Appropriating the Necessary Funds for
the Operation of the Special Revenue Funds
and Adopting the Indicated Budgets**

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

SECTION 1. There is hereby appropriated out of the receipts of the City of Cedarburg Special Revenue Funds for the year 2018, monies as may be designated to the various accounts and purposes in the budgets for each fund as set forth below:

EXPENDITURES	
Cemetery	\$ 41,874
Room Tax	65,000
Recreation Programs (self-supporting)	226,072
Swimming Pool	340,615
Park Subdivider Deposit	70,000
Library	949,419
TOTAL	<u>\$1,692,980</u>

SECTION 2. This ordinance shall take effect and be in force from and after its passage and publication as provided by law.

Passed and adopted this 27th day of November, 2017.

Kip Kinzel, Mayor

Attest:

Constance K. McHugh, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney

CITY OF CEDARBURG

MEETING DATE: November 27, 2017

ITEM NO: 9. G.

TITLE: Consider Ordinance No. 2017-30 amending Sec. 5-7-1 of the Municipal Code to increase fees for accident reports; and action thereon

ISSUE SUMMARY: The only fee increase proposed for 2018 is for copies of Police Department accident reports. The current fee is \$1.00 per report. Chief Frank is proposing the fee be increased to \$2.00 per report.

STAFF RECOMMENDATION: N/A

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: N/A

ATTACHMENTS: Ordinance No. 2017-30

INITIATED/REQUESTED BY: Police Chief Frank

FOR MORE INFORMATION CONTACT: Connie McHugh or Chief Frank

ORDINANCE NO. 2017-30

**An Ordinance Amending Sec. 5-7-1 of the Municipal Code
to Increase Fees for Accident Reports**

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

SECTION 1. Section 5-7-1 of the City of Cedarburg Municipal Code is hereby amended as follows:

SEC. 5-7-1 PUBLIC SAFETY FEES FOR SERVICES.

- (a) **Vehicle Lockout Fee.** No charge for City residents or those employed by businesses within the City. \$10 for all others.
- (b) **Copies of Reports.** \$0.25 per page.
- (c) **Copies of Photo Prints.** \$2.50 per photo page (8.5" x 11")
- (d) **Copies of Accident Reports.** ~~\$1.00 per report.~~ \$2.00 per report.
- (e) **Temporary License Plates.** \$5.00
- (f) **Fingerprinting.** No charge for City residents or those employed by businesses within the City. \$10 for all others.
- (g) **CD or DVD Recording.** \$10.00 per CD or DVD.

SECTION 4. This ordinance shall take effect upon its passage and publication as provided by law.

Passed and adopted this 27th day of November, 2017.

Kip Kinzel, Mayor

Countersigned:

Constance K. McHugh, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney

CITY OF CEDARBURG

MEETING DATE: November 27, 2017

ITEM NO: 9. H.

TITLE: Consider Award of Contract for the Assessing of Commercial Real Estate and Personal Property; and Action Thereon

ISSUE SUMMARY:

Two bids were received from Market Value Assessments at \$14,000 per year and Valu Rite Corporation at \$13,500 per year for Commercial Assessment Services. The new contract will be for three years 2018, 2019 and 2020.

STAFF RECOMMENDATION:

Approve the Contract of Valu Rite Corporation for 2018, 2019 and 2020 for valuation of Commercial Real Estate and Personal Property. Valu Rite has been our Commercial Contractor since 2006 and helped with Commercial assessments during the 2005 revaluation.

Approval contingent upon review by the City Attorney of the Professional Services Contract.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

None

BUDGETARY IMPACT:

The last contract was for three years 2015, 2016, 2017 at \$13,500 per year.

2018 - \$13,500 (No impact)

2019 - \$13,500 (No impact)

2020 - \$13,500 (No impact)

ATTACHMENTS:

Copy of the two Proposals for Commercial Assessment Services.

INITIATED/REQUESTED BY:

Cathy A. Timm, City Assessor

FOR MORE INFORMATION CONTACT:

Cathy A. Timm, City Assessor 375-7608

Market Value Assessments

October 31, 2017

Cathy Timm
City Assessor
City of Cedarburg
P.O. Box 49
W63N645 Washington Ave
Cedarburg, WI 53012

Dear Cathy:

From our recent conversations, I understand that you are currently requesting proposals for Commercial Assessment Services for the City of Cedarburg. I am writing this letter to express my interest in performing the commercial assessments for assessment years 2018, 2019 and 2020.

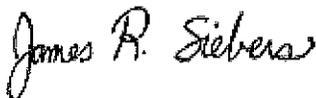
My proposal at this time, is to provide 8 office or field hours, for 40 weeks a year, depending on work load, to be conducted by me and/or my assessment firm, **Market Value Assessments**. I estimate that the time required to complete the tasks involved (personal property verification and data entry, digital sketching using APEX, listing commercial properties in Market Drive, and valuation of all commercial properties) would be 320 hours annually, calculated at 8 hours a week for 40 weeks. As mentioned to you during our conversation, I can be somewhat flexible when completing the necessary hours to complete this contract. At this time, it is my desire to retire from my full time profession so that I could then devote ample time to Cedarburg to complete these tasks.

My bid to complete the Assessment Services that you are requesting is \$14,000 per assessment cycle, or assessment year. If you are interested, I would be happy to draw up a contract to complete these assessment services. This contract would of course have to be approved by the Cedarburg Common Council and City Attorney.

I have included a copy of my resume, should you like to review my qualifications. If you would like to establish a relationship with James R. Siebers and **Market Value Assessments** for 2018, 2019 and 2020, time could be also spent on other miscellaneous duties besides just doing the commercial assessments function, I am flexible and want to make this work.

Should you have any questions , concerns or would like to discuss this further, please do not hesitate to contact me. I can be reached by cell phone at 262-623-0656 or email at assessor@wi.rr.com.

Sincerely



James R. Siebers
Market Value Assessments
N140W18170 Cedar Lane
Richfield, WI 53076
(262 623-0656
Assessor@wi.rr.com

November 15, 2017

Cathy Timm
City of Cedarburg, Assessor
W63 N645 Washington Avenue
Cedarburg, WI 53012

RE: Proposal/Contract renewal

Dear Cathy:

Pursuant to your request, I have given consideration to the renewal of the existing contract via Proposal for Assessment Services. (attached)

While not a final contract, the proposal defines Services, Term, Compensation, Additional Charges & Termination shedding light on details to complete a formal contract.

I appreciate the opportunity to continue working with the City of Cedarburg and look forward to hearing back from you.

Sincerely,
Perry L. Nell
Valu Rite Corporation

PROPOSAL
FOR
ASSESSING SERVICES

Prepared for the City of Cedarburg

By

Valu Rite Corporation

P.O. Box 527, Brookfield, WI 53008-527

Phone (262) 781-7813

Fax (262) 781-7813

SCOPE OF SERVICES

The City of Cedarburg is interested in retaining the services of an assessment/appraisal firm to provide Assessment services. Those services primarily consist of two main components: (1) Commercial Real Estate assessment functions and (2) Personal Property assessment functions. All work should be done in accordance with the Property Assessment Manual for Wisconsin Assessors.

Within this framework, Valu Rite Corporation, Perry L. Nell Accounts Manager will maintain Commercial and Personal Property values at approximately 100% for assessment years 2018, 2019 and 2020.

Maintain Commercial Assessments at approximately 100% for 2018, 2019, 2020.

1. Review all commercial properties and update values in the City.
2. Utilize all three approaches (cost, income, and comparable sales) in accordance with assessment regulations and professional requirements (when possible and when available).
3. Change and update all records, data and files along with provided on site office hours as needed.
4. Review all Personal Property accounts, inspect as needed and set values.
5. Attend and serve as staff for open book and Board of Review relative to Commercial and Personal Property parcels.
6. Review current building permits and inspect as appropriate, revise assessments as appropriate.
7. Provide taxpayer/appraiser/broker information as requested.

Compensation

The City shall pay Valu Rite Corporation the sum of \$1,125.00 per month. Said payments shall constitute the entire compensation due the assessor for the performance of his duties as described above for the term described herein. There shall be no additional compensation for assessor certification, recertification, appearance at the Board of Review unless other wise specified by the term of this agreement.

Additional Charges

Open book hours by appointment totaling twenty hours annually are inclusive of this agreement with no additional fee. Open book hours exceeding twenty annually are an additional charge to be invoiced @ \$100.00 per hour per person.

Board of Review hours totaling twenty hours annually are inclusive of this agreement with no additional fee. Board of Review hours exceeding twenty annually are an additional charge to be invoiced @ \$100.00 per hour per person including preparation hours.

Legal/Appraisal and other professional services requested and obtained by the City related to assessment functions and Board of Review hearings are the sole responsibility of the City of Cedarburg.

Termination

This agreement may be terminated by the City at will with or without cause upon (60) sixty-day's notice in writing to Valu Rite Corporation. Valu Rite Corporation may annually terminate this agreement within (60) sixty-days after the City's Board of Review has completed its work and adjourned sine dine, by giving (60) sixty-days notice in writing to the City. Upon termination or expiration of this agreement, Valu Rite Corporation shall deliver all records with respect to the performance of assessment duties to the City, including, but not limited to, computer data and programs used with respect to such work.

CITY OF CEDARBURG
TRANSFER LIST
11/11/17-11/25/17

Date	Amount	Transfer to
PWSB CHECKING ACCOUNT		
11/13/2017	\$1,934.41	Light & Water-October charges
11/14/2017	\$46,332.34	State of Wisconsin-October sales tax
11/15/2017	\$460.60	Superior Vision-November vision insurance premiums
11/20/2017	\$24,864.38	Light & Water-October charges
11/22/2017	\$236,000.00	PWSB Payroll
11/22/2017	\$50,000.00	PWSB Money Market
11/22/2017	\$16,740.43	Light & Water-October charges
11/22/2017	\$2,196.70	Light & Water-October charges
11/25/2017	\$5,670.65	Health Savings Accounts-contributions for 11/5/17-11/18/17
11/25/2017	\$467.50	Police Association-union dues for 11/5/17-11/18/17
11/25/2017	\$3,715.21	ICMA-contributions for 11/5/17-11/18/17
11/25/2017	\$4,514.29	North Shore Bank-contributions for 11/5/17-11/18/17
	<u>\$392,896.51</u>	

PWSB PAYROLL ACCOUNT		
11/24/2017	\$155,688.66	Payroll for 11/5/17-11/18/17
11/24/2017	\$79,829.36	Payroll taxes for 11/5/17-11/18/17
	<u>\$235,518.02</u>	

STATE POOL		
11/22/2017	\$200,000.00	PWSB Checking

CITY OF CEDARBURG

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		Check Amt	Invoice	Comment
111300	PWSB Checking			
Unpaid	ADP, LLC.			
E 100-515600-210	PROFESSIONAL SERVICES	\$532.78	503276966	TREAS-11/2/17 PAYROLL
E 100-515600-210	PROFESSIONAL SERVICES	\$462.76	503277291	TREAS-11/6/17 PAYROLL
E 100-515600-210	PROFESSIONAL SERVICES	\$415.80	503277951	TREAS-PROCESSING CHARGES
	Total ADP, LLC.	\$1,411.34		
Unpaid	AMERICAN RED CROSS-HEALTH/SAFE			
E 220-555390-372	SAFETY EQUIPMENT	\$50.00	22061333	REC-BABYSITTERS TRAINING MATERIALS
	Total AMERICAN RED CROSS-HEALTH/SAFE	\$50.00		
Unpaid	AUTOMATIC ENTRANCES OF WI.,INC			
E 260-555110-290	MAINT/CONTRACTED SERVIC	\$12.00	1967824	LIBR-3V BATTERIES
	Total AUTOMATIC ENTRANCES OF WI.,INC	\$12.00		
Unpaid	BAKER & TAYLOR AV PRE PROCESS			
E 260-555110-322	DONATION EXPENDITURES	\$23.63	B62923210	LIBR-DVDS
	Total BAKER & TAYLOR AV PRE PROCESS	\$23.63		
Unpaid	BAKER & TAYLOR BOOKS			
E 260-555110-322	DONATION EXPENDITURES	\$50.36	2032801811	LIBR-BOOKS
E 260-555110-322	DONATION EXPENDITURES	\$68.63	2032801812	LIBR-BOOKS
E 260-555110-322	DONATION EXPENDITURES	\$16.04	2032801813	LIBR-BOOKS
E 260-555110-322	DONATION EXPENDITURES	\$17.16	2032801814	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$370.42	2033270862	LIBR-BOOKS
E 260-555110-322	DONATION EXPENDITURES	\$40.51	2033284341	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$463.64	2033284341	LIBR-BOOKS
E 260-555110-322	DONATION EXPENDITURES	\$86.92	2033284342	LIBR-BOOKS
	Total BAKER & TAYLOR BOOKS	\$1,113.68		
Unpaid	BEYER S HARDWARE STORE			
E 100-518100-350	OPERATING SUPPLIES	\$0.39	135106	COMPLEX-HARDWARE
E 601-573825-370	LAB SUPPLIES	\$4.94	135142	CWRC-SS HOOK BOLT
E 260-555110-310	OFFICE SUPPLIES	\$37.21	135170	LIBR-CERA HEATER/PICT. HANGER/PIC HANGER STRIPS
E 100-555510-240	REPAIR AND MAINTENANCE	\$21.01	135334	PARKS-SCRUBBER/ELEC TAPE/CLEANER
E 100-522410-350	OPERATING SUPPLIES	\$25.18	135344	EM-D PRO BATTERIES
	Total BEYER S HARDWARE STORE	\$88.73		
Unpaid	BOLD TECHNOLOGIES			
E 100-522110-240	REPAIR AND MAINTENANCE	\$604.86	13191	PD-MANITOU ALARM SUPPORT
	Total BOLD TECHNOLOGIES	\$604.86		
Unpaid	BREHMER LAWNCARE, LLC			
E 200-544210-210	PROFESSIONAL SERVICES	\$1,202.00	602	CEM-OCTOBER 10 & 27 CUT & TRIM
	Total BREHMER LAWNCARE, LLC	\$1,202.00		
Unpaid	BSN SPORTS LLC			
E 220-555390-347	SUPPLIES AND EXPENSES	\$127.96	900785835	REC-MARK V BASKETBALL SCOREBOOKS

CITY OF CEDARBURG

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NOVEMBER 2017

		Check Amt	Invoice	Comment
	Total BSN SPORTS LLC	\$127.96		
Unpaid	CAPITAL ONE COMMERCIAL			
E 220-555390-347	SUPPLIES AND EXPENSES	\$57.65	039288	REC-CH BREAKROOM SNACKS
E 100-555510-330	TRAVEL & TRAINING	\$80.18	072141	PARKS-SNACKS FOR REC CONFERENCE
	Total CAPITAL ONE COMMERCIAL	\$137.83		
Unpaid	CDW GOVERNMENT, INC.			
E 100-522110-380	EQUIPMENT/CAPITAL OUTLA	\$890.75	KPC2108	PD-MS OFFICE HOME & BUS 2016 WIN
	Total CDW GOVERNMENT, INC.	\$890.75		
Unpaid	CEDARBURG CHAMBER OF COMMERCE			
E 260-555110-330	TRAVEL & TRAINING	\$40.00	8983	LIBR-CHAMBER ANNUAL MEETING TICKET FEE-L PIERSCHALLA
E 100-555510-330	TRAVEL & TRAINING	\$40.00	8984	PARKS-CHAMBER ANNUAL MEETING TICKET FEE-M HILVO
	ii CEDARBURG CHAMBER OF COMMERCE	\$80.00		
Unpaid	CEDARBURG SCHOOL DISTRICT-FAC.			
E 220-555390-228	SCHOOL DISTRICT FEES	\$280.00	FAC. RENTAL	REC-CHS POOL RENTAL 10/2/2017
	Total CEDARBURG SCHOOL DISTRICT-FAC.	\$280.00		
Unpaid	CHIMNEY CONCEPTS			
E 260-555110-240	REPAIR AND MAINTENANCE	\$149.00	11225	LIBR-11/1/17 SERVICE CALL
	Total CHIMNEY CONCEPTS	\$149.00		
Unpaid	CITY CEDARBURG-PETTY CASH			
E 100-555140-390	OTHER EXPENSES	\$12.00	PETTY CASH	SR TOUR-DRIVER TIP 11/12/17 SYMPH. CONCERT TOUR
E 100-555140-210	PROFESSIONAL SERVICES	\$18.99	PETTY CASH	SR CTR-WHITE CAKE FOR MEALSITE LUNCH
E 400-518100-806	CITY HALL IMPROVEMENTS	\$11.30	PETTY CASH	CH IMPROVE-COMM TOWER CONTRACT MAILING
	Total CITY CEDARBURG-PETTY CASH	\$42.29		
Unpaid	COMPLETE OFFICE OF WISCONSIN			
E 100-513200-310	OFFICE SUPPLIES	\$8.45	185538	ADMIN-2018 CALENDARS
E 100-515400-310	OFFICE SUPPLIES	\$24.77	185538	ASSESSOR-2018 CALENDARS
E 100-522310-310	OFFICE SUPPLIES	\$26.10	185538	BI-2018 CALENDARS
E 100-566310-310	OFFICE SUPPLIES	\$9.17	185538	PLANNER-2018 CALENDARS
E 100-514100-310	OFFICE SUPPLIES	\$29.35	185538	CLERKS-2018 CALENDARS
E 100-518100-350	OPERATING SUPPLIES	\$30.47	185538	COMPLEX-2018 CALENDARS
E 100-566310-310	OFFICE SUPPLIES	\$7.39	185538	ECON DEV-2018 CALENDARS
E 100-522410-350	OPERATING SUPPLIES	\$25.35	185538	EM-2018 CALENDARS
E 100-533110-310	OFFICE SUPPLIES	\$16.80	185538	ENG-2018 CALENDARS
E 100-555510-240	REPAIR AND MAINTENANCE	\$44.62	185538	PARKS-2018 CALENDARS
E 100-533210-350	OPERATING SUPPLIES	\$39.87	185538	DPW-2018 CALENDARS
E 220-555390-310	OFFICE SUPPLIES	\$25.51	185538	REC PROG-2018 CALENDARS
E 100-555140-310	OFFICE SUPPLIES	\$38.52	185538	SR CTR-2018 CALENDARS
E 100-515600-310	OFFICE SUPPLIES	\$34.49	185538	TREAS-2018 CALENDARS
E 601-573830-350	OPERATING SUPPLIES	\$75.43	185538	CWRC-2018 CALENDARS

CITY OF CEDARBURG

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NOVEMBER 2017

		Check Amt	Invoice	Comment
E 240-555320-380	EQUIPMENT/CAPITAL OUTLA	\$20.60	185538	POOL-2018 CALENDARS
Total COMPLETE OFFICE OF WISCONSIN		\$456.89		
Unpaid CONLEY MEDIA, LLC				
E 100-514100-325	LEGAL PUBLICATIONS	\$12.26	26519	CLERKS-11/9/2017 LEGAL NOTICES
Total CONLEY MEDIA, LLC		\$12.26		
Unpaid COUNTRY VISIONS COOPERATIVE				
E 100-555510-240	REPAIR AND MAINTENANCE	\$68.75	000489	PARKS-COPPER SULFATE/IRON OXY SULFATE
Total COUNTRY VISIONS COOPERATIVE		\$68.75		
Unpaid DIGITAL EDGE OF GRAFTON				
E 220-555390-347	SUPPLIES AND EXPENSES	\$119.00	12609	REC-JUNIOR CHEER BANNER
Total DIGITAL EDGE OF GRAFTON		\$119.00		
Unpaid FIVE CORNERS DODGE				
E 100-522120-240	REPAIR AND MAINTENANCE	\$93.96	32603	PD-VEH #8-OIL & FILTER/MOUNT 2 TIRES
E 100-522120-240	REPAIR AND MAINTENANCE	\$33.42	33051	PD-VEH #7-OIL & FILTER CHANGE
E 100-522120-240	REPAIR AND MAINTENANCE	\$26.68	33069	PD-VEH #1-REPLACE AIR FILTER
Total FIVE CORNERS DODGE		\$154.06		
Unpaid FORESTRY SUPPLIERS				
E 100-555510-341	TREES AND SUPPLIES	\$260.00	2848420-01	PARKS-CHAINSAW BOOTS
Total FORESTRY SUPPLIERS		\$260.00		
Unpaid FREEDOM HIGH SCHOOL-SHEILA BUC				
E 220-555390-347	SUPPLIES AND EXPENSES	\$966.00		REGISTRATIO POMS-FREEDOM HS DANCE CLASSIC
Total FREEDOM HIGH SCHOOL-SHEILA BUC		\$966.00		
Unpaid GEMPLER S				
E 100-555510-341	TREES AND SUPPLIES	\$87.14	SI03853247	PARKS-GLOVES
Total GEMPLER S		\$87.14		
Unpaid GODFREY & KAHN				
E 601-573850-211	EXTRAORDINARY SERVICES	\$3,230.50	700883	CWRC-WPDES-AUGUST SERVICES
Total GODFREY & KAHN		\$3,230.50		
Unpaid GORDIE BOUCHER FORD OF THIENS				
E 100-522120-240	REPAIR AND MAINTENANCE	\$585.24	23213C	PD-VEH#5-REPLACED SPARK PLUGS AND UPPER INTAKE GASKETS
Total GORDIE BOUCHER FORD OF THIENS		\$585.24		
Unpaid GRAFTON SENIOR CENTER				
E 100-555140-390	OTHER EXPENSES	\$1,356.26	(100)	SR TOURS-FIRESIDE ELVIS LIVES TOUR
Total GRAFTON SENIOR CENTER		\$1,356.26		
Unpaid HEIN ELECTRIC SUPPLY CO				
E 400-533210-847	DPW CENTER IMPROVEMENT	\$1,370.98	408751-00	PW FAC-30 AMP 3-POLE HEAVY DUTY SAFETY SWITCH
E 400-533210-847	DPW CENTER IMPROVEMENT	\$86.04	411951-00	PW FAC-WIRETHHN 10-STR YELLOW

CITY OF CEDARBURG

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	Total HEIN ELECTRIC SUPPLY CO	\$1,457.02		
Unpaid	HILGENDORF MEMORIALS			
E 100-555510-384	LEGACY TREE & BENCH PRO	\$140.00	116123387	LEGACY PROG-BENCH FOR BROWNE, MEGAN
	Total HILGENDORF MEMORIALS	\$140.00		
Unpaid	JOHNSONS GARDENS			
E 100-555510-341	TREES AND SUPPLIES	\$6.39	95377935	PARKS-ESPOMA GARDEN GYPSUM
	Total JOHNSONS GARDENS	\$6.39		
Unpaid	LAWSON PRODUCTS			
E 601-573830-350	OPERATING SUPPLIES	\$500.07	9305375963	CWRC-FORM A FUNNEL
	Total LAWSON PRODUCTS	\$500.07		
Unpaid	LEE RECREATION, LLC			
E 100-555510-384	LEGACY TREE & BENCH PRO	\$1,296.00	11442-17	LEGACY PROG-BENCH FOR OBERHEU FAMILY
	Total LEE RECREATION, LLC	\$1,296.00		
Unpaid	MALLERY & ZIMMERMAN, SC.			
E 100-516100-211	EXTRAORDINARY SERVICES	\$91.50	32693	AUGUST WEBER HAUS OCTOBER LEGAL SERVICES
	Total MALLERY & ZIMMERMAN, SC.	\$91.50		
Unpaid	MID-STATE EQUIPMENT			
E 400-555510-811	VEHICLE REPLACEMENTS	\$35,075.00	C10041	PARKS-PO#PKS780 2017 JOHN DEERE TRACTOR
E 100-533210-353	MAINTENANCE PARTS	(\$30.57)	H84156	DPW-CREDIT-RETURNED PARTS
E 100-533210-353	MAINTENANCE PARTS	\$13.30	H84590	DPW-CAP/PACKING
	Total MID-STATE EQUIPMENT	\$35,057.73		
Unpaid	MILWAUKEE RUBBER PRODUCTS			
E 601-573835-296	COLLECTION SYSTEM TELEVI	\$373.95	0075538-IN	CWRC-220RS-6X15USA
	Total MILWAUKEE RUBBER PRODUCTS	\$373.95		
Unpaid	MOEGENBURG WINDOW CLEAN-CHUCK			
E 100-518100-240	REPAIR AND MAINTENANCE	\$110.00	CLEANING	COMPLEX-11/2 & 13 ENTRYWAYS CLEANINGS
	Total MOEGENBURG WINDOW CLEAN-CHUCK	\$110.00		
Unpaid	NPELRA			
G 100-162000	PREPAID EXPENSES	\$195.00	76317	ADMIN-WI-A DUES
	Total NPELRA	\$195.00		
Unpaid	OFFICE DEPOT			
E 100-522110-310	OFFICE SUPPLIES	\$64.14	974240482001	PD-PUSH PINS/TAPE/PADS/WIPES
E 100-522110-310	OFFICE SUPPLIES	\$56.97	975090229001	PD-BLACK ON WHITE TAPE
E 601-573825-312	COMPUTER/COPIER SUPPLIE	\$86.61	976392535001	CWRC-BROTHER BLACK TONER
	Total OFFICE DEPOT	\$207.72		
Unpaid	OZAUKEE DISPOSAL CORPORATION			
E 601-573830-297	REFUSE COLLECTION	\$1,525.00	IN43857	CWRC-OCTOBER 2017 DUMPSTER PICKUP
	Total OZAUKEE DISPOSAL CORPORATION	\$1,525.00		

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Unpaid	RICOH USA, INC			
E 100-522110-240	REPAIR AND MAINTENANCE	\$111.29	5051069525	PD-8/1-10/31/17 METER READS
	Total RICOH USA, INC	\$111.29		
Unpaid	SHEFFIELD, MARY			
E 100-566310-210	PROFESSIONAL SERVICES	\$2,208.33	CONTRACT	ECON DEV-NOVEMBER 2017 SERVICES
	Total SHEFFIELD, MARY	\$2,208.33		
Unpaid	SHORT ELLIOTT HENDRICKSON INC			
E 400-518100-806	CITY HALL IMPROVEMENTS	\$3,730.32	341337	ENG-MONOPOLE DESIGN OCTOBER 2017 SERVICES
	Total SHORT ELLIOTT HENDRICKSON INC	\$3,730.32		
Unpaid	STATE OF WISCONSIN DOJ-PO2688+			
E 100-522110-225	TELEPHONE/COMMUNICATIO	\$70.00	L4603T	PD-OCTOBER 2017 TIME
	Total STATE OF WISCONSIN DOJ-PO2688+	\$70.00		
Unpaid	SUPERIOR CHEMICAL CORP.			
E 100-555510-240	REPAIR AND MAINTENANCE	\$93.75	171545	PARKS-URINE CATCHER ANTIBAC SCREEN
	Total SUPERIOR CHEMICAL CORP.	\$93.75		
Unpaid	TIME WARNER CABLE-PO BOX 4639			
E 100-514700-220	Internet	\$1,039.60	702696601111	CH-INTERNET
E 100-522110-225	TELEPHONE/COMMUNICATIO	\$103.83	707259901111	PD-STOP 2
E 100-514700-220	Internet	\$83.09	707260101110	EM-INTERNET
E 240-555320-210	PROFESSIONAL SERVICES	\$159.99	709737801110	POOL-INTERNET
E 100-522110-225	TELEPHONE/COMMUNICATIO	\$283.81	709872301110	PD-PHONE
	Total TIME WARNER CABLE-PO BOX 4639	\$1,670.32		
Unpaid	TRANSCENDENT TECHNOLOGIES			
E 100-514700-210	PROFESSIONAL SERVICES	\$660.00	M1568	IT-2017 ANNUAL MAINTENANCE TX COLLECTION SOFTWARE
	Total TRANSCENDENT TECHNOLOGIES	\$660.00		
Unpaid	UNIFIRST CORPORATION			
E 260-555110-290	MAINT/CONTRACTED SERVIC	\$24.22	096 0986187	LIBR-MATS/MOPS
E 601-573825-372	SAFETY EQUIPMENT	\$48.35	096 0987185	CWRC-UNIFORMS
E 601-573825-372	SAFETY EQUIPMENT	\$48.35	096 0988201	CWRC-UNIFORMS
	Total UNIFIRST CORPORATION	\$120.92		
Unpaid	USA BLUEBOOK			
E 601-573825-370	LAB SUPPLIES	\$82.92	411443	CWRC-SKIMMING NET
	Total USA BLUEBOOK	\$82.92		
Unpaid	VALU RITE CORPORATION			
E 100-515400-210	PROFESSIONAL SERVICES	\$1,125.00	CONTRACT	ASSESSOR-NOVEMBER 2017 COMMERCIAL SERVICES
	Total VALU RITE CORPORATION	\$1,125.00		
Unpaid	WCMA			

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G 100-162000	PREPAID EXPENSES	\$141.00	DUES	ADMIN-2018 MEMBERSHIP DUES
Total WCMA		\$141.00		
Unpaid WE ENERGIES				
E 601-573840-224	NATURAL GAS	\$9.57	1215-012-928	CWRC-GARFIELD ST LS #9
E 240-555320-224	NATURAL GAS	\$24.65	3800-407-384	POOL-EVERGREEN BLVD
E 240-555320-224	NATURAL GAS	\$15.16	6829-107-991	POOL-EVERGREEN BLVD STE 2
Total WE ENERGIES		\$49.38		
Unpaid WELLMAN, EMILY				
R 220-467327	SOLAR RECREATION	\$70.00	REFUND	REC-BASKETBALL PROGRAM CANCELLATION REFUND
Total WELLMAN, EMILY		\$70.00		
Unpaid WISCONSIN LIBRARY ASSOCIATION				
G 260-162000	PREPAID EXPENSES	\$126.00	1733	LIBR-MEMBERSHIP RENEWAL
Total WISCONSIN LIBRARY ASSOCIATION		\$126.00		
Unpaid WISCONSIN STATE LAB OF HYGIENE				
E 601-573825-217	OUTSIDE LAB TESTING	\$988.00	521968	CWRC-NUTRIENTS/SOLIDS ENV REF
Total WISCONSIN STATE LAB OF HYGIENE		\$988.00		
111300	PWSB Checking	\$65,717.78		

Fund Summary

<u>111300 PWSB Checking</u>	
100 GENERAL FUND	\$13,826.19
200 CEMETERY FUND	\$1,202.00
220 RECREATION PROGRAMS FUND	\$1,696.12
240 SWIMMING POOL FUND	\$220.40
260 LIBRARY FUND	\$1,525.74
400 CAPITAL IMPROVEMENTS FUND	\$40,273.64
601 WATER RECYCLING CENTER	\$6,973.69
	\$65,717.78

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111300 PWSB Checking				
Unpaid ADVANCED DISPOSAL				
R 100-463101	PUBLIC WORKS FEES	\$387.16	E10001221144	DPW-10/5/17 ROLL OFF EXCHANGE
Total ADVANCED DISPOSAL		\$387.16		
Unpaid AECOM TECHNICAL SERVICES INC				
E 400-533440-472	NR216 COMPLIANCE	\$1,457.94	37986089	ENG-2017 SW SUPPORT 9/23-10/27/2017
Total AECOM TECHNICAL SERVICES INC		\$1,457.94		
Unpaid AMY FISCHER				
E 100-519200-343	AWARDS, SUPPLIES	\$100.00	SERVICE AW	20 YEARS CONTINUOUS SERVICE AWARD
Total AMY FISCHER		\$100.00		
Unpaid AT&T				
E 100-522110-225	TELEPHONE/COMMUNICATIO	\$193.46	414Z45632010	PD-PHONE
Total AT&T		\$193.46		
Unpaid BEYER S HARDWARE STORE				
E 100-555510-240	REPAIR AND MAINTENANCE	\$19.79	134790	PARKS-LEVER HEDGE SHEAR
E 100-555510-341	TREES AND SUPPLIES	\$32.00	134861	PARKS-HGRN ENAMEL/PAINTS
E 100-555510-341	TREES AND SUPPLIES	\$16.71	134958	PARKS-RESPIRATOR/HGRN PAINT
E 100-522120-347	SUPPLIES AND EXPENSES	\$27.00	134961	PD-HARDWARE
E 100-533210-353	MAINTENANCE PARTS	\$1.48	134976	DPW-1/2" TEE
E 100-533311-363	SIGNS	\$13.05	134977	DPW-CABLE CLAMPS/WIRE ROPE CLIPS
E 601-573825-370	LAB SUPPLIES	\$6.35	134988	CWRC-HOSE CONNECTOR/90 DEG ELBOW/TEE
E 100-533311-363	SIGNS	\$38.20	135013	DPW-CONCRETE MIXES
E 100-533210-353	MAINTENANCE PARTS	\$4.31	135036	DPW-TRUNK/DOME LAMP
E 601-573830-340	MAINTENANCE SUPPLIES	\$13.93	135089	CWRC-FUEL STABILIZER/SOLDER TIP
E 601-573830-350	OPERATING SUPPLIES	\$15.29	135100	CWRC-AA BATTERIES
E 100-522120-347	SUPPLIES AND EXPENSES	\$27.88	135136	PD-AAA BATTERIES/AA PRO BATTERIES
Total BEYER S HARDWARE STORE		\$215.99		
Unpaid BLOCH APPLIANCE SERVICE CO.				
E 100-522410-290	MAINT/CONTRACTED SERVIC	\$176.45	56525	EM-CHECK FURNACE & MODINE HEATER-WESTERN AVE
Total BLOCH APPLIANCE SERVICE CO.		\$176.45		
Unpaid BOEHLKE BOTTLED GAS CORP.				
G 100-161500	FUEL INVENTORY	\$559.18	U0014711	DPW-MOTOR FUEL
Total BOEHLKE BOTTLED GAS CORP.		\$559.18		
Unpaid BURKE TRUCK & EQUIPMENT INC				
E 100-533450-340	MAINTENANCE SUPPLIES	\$307.09	22098	DPW-VEH# 97& STOCK-SPREADER MOUNTS
Total BURKE TRUCK & EQUIPMENT INC		\$307.09		
Unpaid CEDARBURG FIRE DEPARTMENT				
E 100-522120-380	EQUIPMENT/CAPITAL OUTLA	\$684.75	2017-105	PD-MYLAN EPI-PEN JUNIOR
Total CEDARBURG FIRE DEPARTMENT		\$684.75		

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Unpaid	CHAMBER OF COMMERCE-CAP IMPR			
E 210-566700-721	CHAMBER TOURISM & DEVEL	\$5,159.19	ROOM TAX	3RD QTR 2017 ROOM TAXES-CAPITAL IMPROVEMENTS
	Total CHAMBER OF COMMERCE-CAP IMPR	\$5,159.19		
Unpaid	CHAMBER OF COMMERCE-GEN VISITO			
E 210-566700-721	CHAMBER TOURISM & DEVEL	\$15,477.58	ROOM TAX	3RD QTR 2017 ROOM TAXES-GENERAL VISITOR OPERATIONS
	Total CHAMBER OF COMMERCE-GEN VISITO	\$15,477.58		
Unpaid	CONLEY MEDIA, LLC			
E 100-514100-325	LEGAL PUBLICATIONS	\$91.03	265191017	CLERKS-OCTOBER 2017 LEGAL NOTICES
E 100-514100-325	LEGAL PUBLICATIONS	\$325.84	7321017	CLERKS-OCTOBER 2017 LEGAL NOTICES
	Total CONLEY MEDIA, LLC	\$416.87		
Unpaid	CULLIGAN OF WEST BEND			
E 100-518100-350	OPERATING SUPPLIES	\$82.50	502-05621610-	GYM-11/1/17-1/31/18 SOFTENER EQUIP RENTAL
E 100-518100-350	OPERATING SUPPLIES	\$79.50	502X02788703	SR CTR BLDG-11/1/17-1/31/18 SOFTENER EQUIP RENTAL
E 200-544210-245	HOUSE MAINTENANCE	\$57.00	502X02788802	CEM HOUSE-SOLAR SALT
	Total CULLIGAN OF WEST BEND	\$219.00		
Unpaid	EGELHOFF LAWNMOWER SERVICE			
E 100-555510-240	REPAIR AND MAINTENANCE	\$3.30	234526	PARKS-CAP
	Total EGELHOFF LAWNMOWER SERVICE	\$3.30		
Unpaid	ENVIROTECH EQUIPMENT COMPANY			
E 601-573835-296	COLLECTION SYSTEM TELEVI	\$224.48	090417-3A	CWRC-REG DUTY TOP MANHOLE ROLLER
	Total ENVIROTECH EQUIPMENT COMPANY	\$224.48		
Unpaid	FESTIVAL CITY SYMPHONY			
E 100-555140-390	OTHER EXPENSES	\$84.00	TICKETS	SR TOURS-11/12/17 THANKSGIVING PROMISES CONCERT-12 TICKETS
	Total FESTIVAL CITY SYMPHONY	\$84.00		
Unpaid	FIRST ADVANTAGE OCC HEALTH SVC			
E 100-519200-210	PROFESSIONAL SERVICES	\$35.92	2509591710	EE REL-DRUG TESTING
G 100-156200	DUE FROM LIGHT & WATER	\$45.92	2509591710	L&W-DRUG TESTING
	Total FIRST ADVANTAGE OCC HEALTH SVC	\$81.84		
Unpaid	FIVE CORNERS TRUCK & AUTO			
E 100-533210-353	MAINTENANCE PARTS	\$560.75	02697	DPW-CH VAN-NEW ALTERNATOR
	Total FIVE CORNERS TRUCK & AUTO	\$560.75		
Unpaid	GRAINGER			
E 100-555510-341	TREES AND SUPPLIES	\$105.87	9597127969	PARKS-ELECTRIC FENCE/FENCE POST DRIVER
	Total GRAINGER	\$105.87		
Unpaid	HEAVY EQUIPMENT SPECIALISTS			

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E 100-533210-353	MAINTENANCE PARTS	\$19,179.05	25389	DPW-VEH#97-REBUILD MOTOR
Total HEAVY EQUIPMENT SPECIALISTS		\$19,179.05		
Unpaid HOUSEMAN & FEIND, LLP				
E 100-522110-212	ATTORNEY/CONSULTANT	\$915.50	42327	PD-TRAFFIC-OCT SERVICES
E 100-516100-211	EXTRAORDINARY SERVICES	\$4,570.06	42329	AUGUST WEBER HAUS, MONOPOLE, HIS, PUBLIC ROW ISSUE-OCT SERVICES
E 400-533750-841	PROCHNOW	\$76.00	42329	PROCHNOW-OCT SERVICES
E 601-573850-211	EXTRAORDINARY SERVICES	\$38.00	42329	CWRC-BMO SITE-OCT SERVICES
E 100-516100-211	EXTRAORDINARY SERVICES	\$342.00	42329	AMCAST-OCT SERVICES
Total HOUSEMAN & FEIND, LLP		\$5,941.56		
Unpaid IBS OF SOUTHEASTERN WISCONSIN				
E 100-533210-353	MAINTENANCE PARTS	(\$233.90)	100668570	DPW-CREDIT-CORE RETURNS
G 601-185343	STANDBY POWER GENERATOR	\$2,314.35	219967	CWRC-GEN SET BATTERIES
Total IBS OF SOUTHEASTERN WISCONSIN		\$2,080.45		
Unpaid JANI-KING OF MILWAUKEE/ROYAL F				
E 260-555110-290	MAINT/CONTRACTED SERVIC	\$897.00	MIL11170383	LIBR-NOVEMBER 2017 JANITORIAL SERVICES
Total JANI-KING OF MILWAUKEE/ROYAL F		\$897.00		
Unpaid KELBE BROS. EQUIPMENT CO., INC				
E 100-533311-240	REPAIR AND MAINTENANCE	\$115.00	P00343	DPW-CR-16 INCHES
Total KELBE BROS. EQUIPMENT CO., INC		\$115.00		
Unpaid KEMIRA WATER SOLUTIONS, INC.				
E 601-573825-371	COAGULANTS	\$2,438.22	9017566467	CERC-KEMIRA PIX-201 BULK
Total KEMIRA WATER SOLUTIONS, INC.		\$2,438.22		
Unpaid LA ROSA LANDSCAPE				
E 100-522100-340	MAINTENANCE SUPPLIES	\$518.42	59184	PD-OCTOBER 2017 BED MAINT/LAWN CARE
Total LA ROSA LANDSCAPE		\$518.42		
Unpaid LIGHT AND WATER				
E 601-573850-216	L&W BILLING	\$10,066.46	6742	CWRC-NOVEMBER 2017 SEWERAGE BY WATER DEPT BILLING
Total LIGHT AND WATER		\$10,066.46		
Unpaid NAPA AUTO PARTS				
E 100-533210-353	MAINTENANCE PARTS	\$9.98	5269-910698	DPW-BP FXM-LP FUSES
E 100-533210-353	MAINTENANCE PARTS	\$3.99	5269-910714	DPW-MICRO2 FUSE-5 AMP
E 100-533210-353	MAINTENANCE PARTS	\$143.92	5269-911005	DPW-VEH#50--BRAKE PADS/DISC BRAKE PADS
E 100-533210-353	MAINTENANCE PARTS	\$3.89	5269-911010	DPW-VEH#50-OIL FILTER
E 601-573845-240	REPAIR AND MAINTENANCE	\$13.62	5269-911561	CWRC-PICKUP TRKS-OIL FILTERS
E 601-573845-240	REPAIR AND MAINTENANCE	\$7.70	5269-911641	CWRC-OIL FILTERS
Total NAPA AUTO PARTS		\$183.10		
Unpaid OLSEN S PIGGLY WIGGLY				
E 100-555140-210	PROFESSIONAL SERVICES	\$19.86	33830	SR CTR-SPECIAL EVENT SUPPLIES

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E 100-522120-330	TRAVEL & TRAINING	\$18.34	33895	PD-K-9 SEARCH-CHS FOOD
	Total OLSEN S PIGGLY WIGGLY	\$38.20		
Unpaid	OWEN S OFFICE SUPPLIES			
E 100-555510-310	OFFICE SUPPLIES	\$76.75	26181	PARKS-PLANT REQUEST CARDS
	Total OWEN S OFFICE SUPPLIES	\$76.75		
Unpaid	OZAUKEE COUNTY TREASURER			
G 100-243300	DUE TO COUNTY - DOG LICENSE	\$1,156.50		DOG LICENSE TREAS-2017 DOG LICENSE REMITTANCE
	Total OZAUKEE COUNTY TREASURER	\$1,156.50		
Unpaid	PAYNE & DOLAN, INC.			
E 100-533311-240	REPAIR AND MAINTENANCE	\$51.36	1523241	DPW-COMMERCIAL GRADE 4 9.5
	Total PAYNE & DOLAN, INC.	\$51.36		
Unpaid	PIEPERLINE			
E 100-555510-341	TREES AND SUPPLIES	\$12,150.00	92069	PARKS-PO#PKS788-STUMP GRINDING,REMOVAL/SITE RESTORATION
	Total PIEPERLINE	\$12,150.00		
Unpaid	PITNEY BOWES GLOBAL FINANCIAL			
E 100-514100-240	REPAIR AND MAINTENANCE	\$112.51	3304773505	CLERKS-10/30-11/29/17 EQUIPMENT LEASE
	Total PITNEY BOWES GLOBAL FINANCIAL	\$112.51		
Unpaid	POBLOCKI PAVING CORP			
E 400-533311-854	STREET IMPROVEMENTS	\$23,443.60	95910	STREETS-REMOVE & REPLACE ASPHALT-PAY REQ #1-FINAL
G 601-182331	STRUCTURES AND IMPROVEMEN	\$1,044.00	95910	CWRC-REMOVE & REPLACE ASPHALT-PAY REQ #1-FINAL
	Total POBLOCKI PAVING CORP	\$24,487.60		
Unpaid	PRONUNCIATOR			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$1,000.00	24494	LIBR-PRONUNCIATOR LIBRARY SUBSCR. 2018
	Total PRONUNCIATOR	\$1,000.00		
Unpaid	RYCHTIK WELDING, INC.			
E 100-555510-240	REPAIR AND MAINTENANCE	\$22.50	51347	PARKS-1/4" X 1" X1" ANGLE X8'
	Total RYCHTIK WELDING, INC.	\$22.50		
Unpaid	SHERWIN INDUSTRIES, INC.			
E 100-533311-240	REPAIR AND MAINTENANCE	\$144.00	SC039438	DPW-TACK IN PAILS
	Total SHERWIN INDUSTRIES, INC.	\$144.00		
Unpaid	SMITH, JOHN WESTERN RD			
R 100-463101	PUBLIC WORKS FEES	\$25.00	REFUND	REFUND OF APPLIANCE PICK UP FEE-ITEM GONE
	Total SMITH, JOHN WESTERN RD	\$25.00		
Unpaid	STREICHER S POLICE EQUIPMENT			
E 100-522120-346	UNIFORMS	\$139.99	11270564	PD-UNIFORM SHIRT CARRIER

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Total STREICHER S POLICE EQUIPMENT		\$139.99		
Unpaid	THE PALACE THEATER			
E 100-555140-390	OTHER EXPENSES	\$1,621.46	22000002	SR TOURS-12/7/17 CHRISTMAS AT THE PALACE TOUR-FINAL PAYMENT
Total THE PALACE THEATER		\$1,621.46		
Unpaid	THOMPSON, LES HARRISON CT			
E 100-555140-210	PROFESSIONAL SERVICES	\$160.00	WATERCOLO	SR CTR-2 WEEK WATERCOLOR CLASS INSTRUCTION
Total THOMPSON, LES HARRISON CT		\$160.00		
Unpaid	TIRES UNLIMITED AUTOMOTIVE			
E 100-522120-240	REPAIR AND MAINTENANCE	\$297.10	259179	PD-VEH#8-2 EAG UG GW3
Total TIRES UNLIMITED AUTOMOTIVE		\$297.10		
Unpaid	UNEMPLOYMENT INSURANCE			
E 700-519400-393	UNEMPLOYMENT COMPENSA	\$250.09	000008661524	OCTOBER 2017 UNEMPLOYMENT INSURANCE
Total UNEMPLOYMENT INSURANCE		\$250.09		
Unpaid	UNIFIRST CORPORATION			
E 601-573825-372	SAFETY EQUIPMENT	\$48.35	096 0986168	CWRC-UNIFORMS
E 100-533210-350	OPERATING SUPPLIES	\$48.20	096 0986173	DPW-UNIFORMS
E 100-518100-350	OPERATING SUPPLIES	\$37.58	096 0986183	COMPLEX-MATS/MOPS
E 100-522100-340	MAINTENANCE SUPPLIES	\$43.23	096 0986184	PD-MATS/MOPS
Total UNIFIRST CORPORATION		\$177.36		
Unpaid	USA BLUEBOOK			
E 601-573825-370	LAB SUPPLIES	\$49.27	406874	CWRC-REPLACEMENT NET
Total USA BLUEBOOK		\$49.27		
Unpaid	VERIZON WIRELESS			
E 100-522110-225	TELEPHONE/COMMUNICATIO	\$627.42	9795369454	PD-PHONE
Total VERIZON WIRELESS		\$627.42		
Unpaid	WASTE MANAGEMENT OF WISCONSIN			
E 100-533710-290	MAINT/CONTRACTED SERVIC	\$34,151.91	6138703-2275-	RUBBISH-OCTOBER 2017 SERVICE
E 100-533730-290	MAINT/CONTRACTED SERVIC	\$16,519.36	6138703-2275-	RECYCLING-OCTOBER 2017 SERVICE
Total WASTE MANAGEMENT OF WISCONSIN		\$50,671.27		
Unpaid	WAUKESHA COUNTY TECHNICAL			
E 100-522120-330	TRAVEL & TRAINING	\$445.00	S0653951	PD-TUITION/MATERIALS-OCTOBER 2017
Total WAUKESHA COUNTY TECHNICAL		\$445.00		
Unpaid	WE ENERGIES			
E 100-522410-224	NATURAL GAS	\$23.53	0073-603-522	EM-WESTERN RD
E 100-522230-224	NATURAL GAS	\$190.77	0461-777-971	FD-MEQUON
E 100-555510-224	NATURAL GAS	\$26.32	1010-312-045	BOY SCOUT HOUSE
E 100-555510-224	NATURAL GAS	\$46.40	1201-902-213	GIRL SCOUT HOUSE

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E 601-573840-224	NATURAL GAS	\$10.70	1231-799-804	CWRC-KENZIE WAY LS #11
E 260-555110-224	NATURAL GAS	\$277.72	2664-690-477	LIBR-HANOVER AVE
E 100-533210-222	ELECTRIC	\$45.51	3090-975-495	DPW-HWY 60-ELECTRIC
E 601-573840-224	NATURAL GAS	\$12.45	3226-404-229	CWRC-EVERGREEN CT LS #7
E 601-573825-224	NATURAL GAS	\$15.16	3676-352-296	PARK LN CWRC-UV
E 100-522230-224	NATURAL GAS	\$107.99	3867-586-082	FD-MEQUON AVE
E 100-518100-224	NATURAL GAS	\$237.67	4273-838-952	CH-WASHINGTON AVE
E 601-573840-224	NATURAL GAS	\$12.91	4840-580-943	CWRC-HIGHLAND DR LS #8
E 100-518100-224	NATURAL GAS	\$327.09	6030-376-666	COMPLEX-LINCOLN BLDG
E 601-573825-224	NATURAL GAS	\$88.17	6058-143-423	CWRC-PARK LN CONTROL BLDG
E 100-533210-224	NATURAL GAS	\$241.39	6625-353-957	PW FAC-JOHNSON AVE
E 601-573840-224	NATURAL GAS	\$10.69	6625-972-176	CWRC-DORCHESTER DR LS #4
E 601-573840-224	NATURAL GAS	\$10.13	7009-148-866	CWRC-KEUP RD LS #10
E 100-522100-224	NATURAL GAS	\$9.57	7090-613-994	PD-WAUWATOSA RD UNIT G
E 100-522100-224	NATURAL GAS	\$327.09	7289-351-610	PD-WAUWATOSDA RD
E 100-518100-224	NATURAL GAS	\$244.52	9472-045-425	GYM-WASHINGTON AVE

Total WE ENERGIES \$2,265.78

111300 PWSB Checking \$163,803.32

Fund Summary

111300 PWSB Checking	
100 GENERAL FUND	\$99,266.97
200 CEMETERY FUND	\$57.00
210 ROOM TAX FUND	\$20,636.77
260 LIBRARY FUND	\$2,174.72
400 CAPITAL IMPROVEMENTS FUND	\$24,977.54
601 WATER RECYCLING CENTER	\$16,440.23
700 RISK MANAGEMENT FUND	\$250.09
	\$163,803.32



City of Cedarburg

City Administrator's Report

November 22, 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— Excavation for the new monopole will start on December 4. M-Squared started survey work for the 2018 Street & Utility Project. The monitoring well for the Prochnow property located on Chatham Street and Wauwatosa Road is completed.

Library— Interviews are taking place for the Youth Services Librarian at the Cedarburg Public Library.

Senior Center—The Senior Center Holiday Craft & Gift Sale will take place on November 30, December 1 and 2, 2017.

The Annual Turkey Dinner, with the help of many volunteers, was served to 130 guests on November 19 at Webster Middle School.

Light and Water—The building project at the Utility, involving the replacement of the HVAC system, was completed last week.

The Utility has completed their switch over to an advanced metering technology (AMI) for electric, which allows them to read meters remotely. The program to read water meters remotely has begun and will be completed in approximately 18 months.

The work in the City Hall parking lot is part of the project to rebuild the electrical service on the west side of Washington Avenue between Cleveland Street and Turner St. The area between Turner Street to Western Road will be done in 2018.

The Utility will be holding a Public Informational meeting for the new water tower being constructed next to the current water tower on Wauwatosa Road and Sherman Road on December 13 at the Utility office starting at 7:00 p.m.

Administrator— The auditors began their preliminary audit this week and will return in March 2018.

The Holiday Employee Luncheon will be held on December 13 at the Fire Station from 11:30 a.m. —12:30 p.m.

The Employee Toys for Tots drive will go through December 11.

Respectfully submitted,

Christy Mertes
City Administrator