

**CITY OF CEDARBURG  
COMMON COUNCIL  
December 18, 2023**

**CC20231218-1  
UNAPPROVED**

A special meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, December 18, 2023 online utilizing the Zoom app.

Mayor O’Keefe called the meeting to order at 4:09 p.m.

Roll Call:           Present - Mayor Michael O’Keefe, Council Members Melissa Bitter, Kristin Burkart, Kevin Curley, Robert Simpson, Patricia Thome

Excused - Council Members Jim Fitzpatrick and Mark Mueller

Also Present - City Administrator Mikko Hilvo, City Attorney Michael Herbrand, Deputy City Clerk Amy Kletzien

**STATEMENT OF PUBLIC NOTICE**

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

**COMMENTS AND SUGGESTIONS FROM CITIZENS** – None

**NEW BUSINESS**

**DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF INTERGOVERNMENTAL  
AMBULANCE LOAN AGREEMENT BETWEEN THE CITY OF CEDARBURG FIRE  
DEPARTMENT AND THE SOUTHERN OZAUKEE FIRE & EMERGENCY MEDICAL  
SERVICES DEPARTMENT**

City Administrator Hilvo explained that Fire Chief Vahsholtz has the opportunity to utilize an ambulance from the Southern Ozaukee Fire & Emergency Medical Service Department while the City’s ambulance is being repaired and would require an Intergovernmental Ambulance Loan agreement. The City’s insurance company has approved this agreement.

Motion made by Council Member Thome, seconded by Council Member Simpson, to approve an Intergovernmental Ambulance Loan Agreement between the City of Cedarburg Fire Department and the Southern Ozaukee Fire & Emergency Medical Services Department and authorizes City Administrator Hilvo to sign the agreement.

Council Member Curley asked for an amendment to the motion to allow for this agreement to be in effect until the City’s ambulance is in a stable state. Council Members Thome and Simpson agreed to the amendment. Motion carried without a negative vote with Council Members Fitzpatrick and Mueller excused.

**ADJOURN TO CLOSED SESSION**

Motion made by Council Member Thome, seconded by Council Member Bitter, to adjourn to closed session at 4:13 p.m. pursuant to State Statute 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conduction other specified public business whenever competitive or bargaining reasons require a closed session, more specifically, to discuss and review of Third Amendment to Agreement for purchase and sale of Real Property (vacant land sale in Highway 60 Industrial Park to BB&C Warehouses, LLC, as successor-in-interest to Jackson Distribution and Warehouse LLC.). Motion carried on a roll call vote with Council Members Bitter, Burkart, Curley, Simpson, and Thome voting aye and Council Members Fitzpatrick and Mueller excused.

**RECONVENE TO OPEN SESSION**

Motion made by Council Member Thome, seconded by Council Member Bitter, to reconvene to open session at 4:18 p.m. Motion carried on a roll call vote with Council Members Bitter, Burkart, Curley, Simpson, and Thome voting aye and Council Members Fitzpatrick and Mueller excused.

**NEW BUSINESS – CONTINUED**

**DISCUSSION AND POSSIBLE ACTION ON THIRD AMENDMENT TO AGREEMENT FOR PURCHASE AND SALE OF REAL PROPERTY (VACANT LAND SALE IN HIGHWAY 60 INDUSTRIAL PARK TO BB&C WAREHOUSES, LLC, AS SUCCESSOR-IN-INTEREST TO JACKSON DISTRIBUTION AND WATERHOUSE LLC) AND AUTHORIZING THE CITY ADMINISTRATOR TO SIGN THE DOCUMENTS**

Motion made by Council Member Thome, seconded by Council Member Bitter, to approve the Third Amendment to Agreement for purchase and sale of Real Property (vacant land sale in Highway 60 Industrial Park to BB&C Warehouses, LLC, as successor-in-interest to Jackson Distribution and Warehouse LLC.) for thirty (30) days to January 18, 2024 and authorize City Administrator Hilvo to execute the amendment. Motion carried without a negative vote with Council Members Fitzpatrick and Mueller excused.

**ADJOURNMENT**

Motion made by Council Member Burkart, seconded by Council Member Curley, to adjourn the meeting at 4:20 p.m. Motion carried without a negative vote with Council Members Fitzpatrick and Mueller excused.

Amy D. Kletzien, MMC/WCPC  
Deputy City Clerk