

**CITY OF CEDARBURG
MEETING OF COMMON COUNCIL
FEBRUARY 27, 2017 – 7:00 P.M.**

A meeting of the Common Council of the City of Cedarburg, Wisconsin, will be held on Monday, February 27, 2017 at 7:00 p.m. at City Hall, W63 N645 Washington Avenue, Cedarburg, WI, in the Council Chambers.

AGENDA

1. CALL TO ORDER - Council President Mike O'Keefe
2. MOMENT OF SILENCE
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL: Present – Common Council – Council Members John Czarnecki, Jack Arnett, Dick Dieffenbach, Rick Verhaalen, Mitch Regenfuss, Patricia Thome, Mike O'Keefe

Excused - Mayor Kip Kinzel
5. STATEMENT OF PUBLIC NOTICE
6. APPROVAL OF MINUTES* - February 27, 2017 Meeting
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. UNFINISHED BUSINESS
 - A. Consider motion to remove from the table: Ordinance No. 2017-04 creating Sec. 7-1-26 of the Municipal Code of Ordinances pertaining to the keeping of domesticated chickens; and action thereon
 - * B. Discussion and possible action on proposed Ordinance No. 2017-04 creating Sec. 7-1-26 of the Municipal Code of Ordinances pertaining to the keeping of domesticated chickens; and action thereon
 - * C. Discussion and possible action on proposed Ordinance No. 2017-07 amending Sec. 7-1-25(a) of the Code of Ordinance relating to penalties; and action thereon

9. NEW BUSINESS

- * A. Consider authorizing rescinding of Personal Property taxes for GG & KR, LLC, due to a palpable assessment error (parcel 13-000-0387-500, W62 N630 Washington Avenue); and action thereon
- B. Presentation of Monopole Feasibility Study by Short Elliot Hendrickson, Inc.; and possible action thereon
- * C. Consider Ordinance No. 2017-06 amending Sec. 10-1-28(h) of the Code of Ordinances to establish four hour parking from 7:00 a.m. to 7:00 p.m. except Saturdays and Sundays on the west side of Hanover Avenue beginning 18 feet south of the Public Library driveway and continuing south to the intersection with Center Street; and action thereon (Public Works and Sewerage Comm. 02/09/17)
- * D. Consider lease with the Cedarburg Woman's Club, Inc. for the Girl Scout House located at W57 N475 Hilbert Avenue; and action thereon
- * E. Consider April, 2017 Common Council meeting schedule; and action thereon
- * F. Consider payment of bills for the period 02/10/17 through 02/20/17, transfers for the period 02/13/17 through 02/22/17, and payroll for the period 01/29/17 through 02/11/17; and action thereon
- *** G. Consider License Applications; and action thereon
 - 1. Consider approval of new Operators License applications for the period ending June 30, 2017 for Lisa F. Bender and Lauren A. Welch; and action thereon
 - 2. Consider issuance of a 6-month Class "B" Beer license to GG & KR, LLC, Gordon Goggin, Agent, for a beer garden at the Cedarburg Community Pool, W68 N851 Evergreen Blvd. from May 1, 2017 to October 31, 2017; and action thereon

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

It is possible that members of, and possibly a quorum of members of other Boards, Committees and Commissions may be in attendance at this meeting. However, no formal action will be taken by any governmental body other than the Common Council. Attendance is for the purpose of information and exchange.

* *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

02/23/17 ckm

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

**CC20170213-1
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, February 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, Mitch Regenfuss, Patricia Thome, Mike O’Keefe

Also Present - City Administrator/Treasurer Christy Mertes, City Attorney Michael Herbrand, Director of Engineering and Public Works Tom Wiza, Police Chief Thomas Frank, Deputy City Clerk Amy Kletzien, 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 from the January 30, 2017 meeting.

Council Member Arnett stated these minutes contain a quote from Ms. Brissman; whereby, she accuses him of “verbal assault.” Because that term can be construed “to threaten physical violence,” he requested that the minutes reflect his objection to that term. Specifically, he asked the following to be added to the minutes: “Alderman Arnett objects to Ms. Brissman’s use of the term “verbal assault” and refers readers to the minutes from the January 9, 2017 Council meeting where it is clear that no physical violence was threatened.”

Motion carried without a negative vote.

COMMENTS AND SUGGESTIONS FROM CITIZENS

Bill Bujanovich, W61 N459 Washington Avenue, stated the following: The St. Francis Borgia (SFB) Rectory is an example of a Grand Bungalow design, compared to a Standard Bungalow; the SFB Rectory features an open staircase to a full second floor. Most bungalows are 1 ½ storied. The SFB Rectory is the only Grand Bungalow in our Historic District. This particular version is finished in a full stucco exterior typical of the 1920-1930 period. While many of the structures in the Historic District are vernacular (made of locally sourced sand/lime stone and/or cream city brick and of a utilitarian design) this Grand Bungalow is historic not only for its architectural design and representation as an institutional dwelling for the Catholic Priests that lead our Parish, it forms a compound with the church and school and lends credence to the fact that in the church's high point, the parish priests lived on site, serving the community at all hours of the day and night.

This Rectory offered a place to meet with parishioners outside of the formality of the Church and housed the Catholic leaders of our community.

Unlike today where many priests like Father Tom live in properties other than the Rectory provided for by the Church, once this structure is removed, students of history and architecture will not be afforded an example of the Grand Bungalow style nor will they be able to appreciate the importance beholden of a parish priest that works AND lives in the community they serve. This structure IS important to the city not only as an example of the Grand Bungalow Architecture it represents, but also its inclusion in the Historic District is paramount to the way Catholic priests and their congregation used to interact.

As a Catholic schooled student I remember numerous dinners with my family and our Parish priests that were shared in the confines of the parish rectory. I am sure there exist many examples of community activities associated with the Rectory. The compound created by the Church, Rectory and School is characteristic of the importance that Catholic, Lutheran and other religious organizations played in the development of our city. It is sad enough that the school believed it necessary to move out to the suburbs and abandon this tradition in the city. It would be even more sad should the city and the Planning Commission turn its eyes and conscience to the Historic nature of this compound and the importance it means to the city of Cedarburg for over 100 years.

I live in the former parsonage for First Immanuel Lutheran Church on Washington Ave, just across the street from SFB. My home and the SFB Rectory served the community not as places of religious meetings, but as the homes of the religious leaders of our community. I would suspect that my home if offered for sale, being in the historic district as it is, would not be allowed to be razed if the then owner decided it did not serve their purpose anymore. My house was not so nice when I bought it, however, I believe it is today and as such was featured on the Cedarburg Cultural Centers Architectural Treasures Tour and has been with the addition of a Coach House Garage and Studio, also a stop on the Fall Studio Tour. I believe that while a current owner of a Contributing Historic Property in our district may not have a use for a particular asset, it does not mean the city does not have an interest in her for the benefit of the community and visitors alike, the SFB Rectory I believe should remain in the district and not be razed.

Dan Carr, W59 N397 Hilbert Avenue, stated the following: I asked for an open records request regarding the City of Cedarburg and the SFB project. I was notified promptly and I walked into the City Clerk's office. I was given the emails connected with the City and HSI. I received three emails from this request. One of the emails was from a gentleman from the County who was doing the records search. The other two were from Mr. DeRosa giving Mitch Regenfuss options for a meeting in November at a Starbucks in Wauwatosa. I find this interesting that the only emails regarding this project comes down to just two no descript documents. Given the importance of this project, it is amazing that there isn't more communication. The City should have full exposure of all communication for clear and fair government.

A friend of mine sent me a copy of the St. Francis Borgia church newsletter. In the letter a priest, named Tom Eichenberger is asking his group to come down and support the project during the next Planning Commission and Council meetings. He is asking the group to bring green signs for support. In a free society that is only fair. However, in the letter and attachment he has misled the group.

It is true the neighborhood would like the land to be developed; however, not with the current proposal. The neighborhood is not ok with the three story proposal if it exceeds height ordinances. Finally, we are still not happy with the apartment proposal if it forces the City to change the parking ordinances and reduces the number spots for the church or exceeds the smart growth plan. Given the church does have a right to sell their property however as a non-taxed entity they should not be involved in the decision.

I am concerned with talk among the community about connections between the developers of this project and members of the Plan Commission and Common Council. The citizens of Cedarburg put their trust in members of these bodies to act with impartiality and without outside influence or conflicting associations.

I asked the City Clerk for disclosures from members of the Common Council and Plan Commission and was shocked that such disclosures are voluntary and not a requirement. It's don't ask, don't tell and the public is expected to rely on blind trust. This leads to uncertainty about the process and whether or not the elected and appointed officials are working in our interest or in service to other associations. There's no way for citizens to know how the outside interests of members of the City Council and appointed commissions intersect with the decisions on which they are lobbied.

I ask that the members of the Common Council and appointed commissions promptly disclose any of the following with reference to this project:

- a) Whether they serve in advisory or leadership positions at St. Francis Borgia church or school or represent financial interests of the current property holder.
- b) Whether they have had business relationships or other associations with any member of the proposed investor group for this project, either through HSI or individually.
- c) Whether they have business relationships or other associations with the architect of this project.
- d) Whether they have business relationships or other associations with builders or contractors associated with any of the HSI projects cited in presentations to the City of Cedarburg.
- e) Whether they or any other family members own property or live in the area immediately adjacent to this project.

Members of the neighborhood have been outspoken about the need for full and accurate information about the proposed apartment development at the SFB site. I hope you will support them and my call for transparency.

Donna McElligott, W59 N380 Hilbert Avenue, thanked Mayor Kinzel for working really hard at the last Council meeting to call upon everyone to speak and she thanked Council Member Regenfuss for taking an hour out of his time to call and talk to her. She stated that there is a saying coming from Texas, "Dancing with the one that brung ya," in terms of Cedarburg, means the Cedarburg brand. When a person comes from the outside, and has had experience with other large and small communities because they lived in both, it really stands out in Cedarburg. She

recently read in the *News Graphic* that Mayor Kuerschner compared the opposition now to Piggly Wiggly's past construction. His comparison is apples and oranges. Piggly Wiggly is in a business district setting and is separated from all homes. She is happy that the store is there; however, there is an esplanade, there is separation, it is not on top of these other homes. Piggly Wiggly offers affordable necessary products. HSI's apartments are projected to cost between \$1,200 - \$2,000/monthly as reported in the *News Graphic* and that is a healthy cost; however, it has been presented as a project for seniors. Seniors look for fixed costs. As a former landlord, you know that there is a profit incentive and that rents cannot stay the same. It seems that it is presented for the millennials or it is presented for seniors. What she has not seen is what the need for this project is? Have there been any studies saying that Cedarburg needs this scale of project? What she sees over and over are lots and lots of projects. She will not argue that this is a wonderful luxurious experience. What she is asking is for the developers to look at the tons of opportunities to buy existing properties, fix them up, and make them luxurious. Again, for those in the landlord business, that makes sense because you want to buy cheap and sell high. She mentioned that in the January 2 edition of the *Milwaukee Journal Sentinel*, the article noted that while there is a strong apartment inventory statewide there is not transitional housing such as town homes. Donna McElligott asked that the Council look at the fact that the City has a successful brand and should be building on this brand. Had former Mayor Fischer not had the foresight, many people would not be moving here and visiting here. The City should keep things in perspective. What she continues to hear over and over is the location and scale of the project more than anything else. So referencing the article, she asked why the City is not looking at building more diverse housing, such as town homes, condos and cottages to offer long term opportunities in Cedarburg and the iconic American dream. Finally, she lived in Houston for a very long time and it is a wonderful place. They saw neighborhoods transition tremendously and they also saw apartment complexes built, deteriorate sometimes, remodeled into condos, and then sometimes they were torn down. She is asking questions: Is there a need and is there a need for this scale of project?

Vera Brissman, W58 N432 Hilbert Avenue, stated the following:

1. At the last Common Council meeting, on Jan. 30th, I had spoken during the Public Comments time and had read a rebuttal that I had written regarding the behavior and the comments of two aldermen, Mr. John Czarnecki and Mr. Jack Arnett. Two days later I had called the City Clerk and asked her to please include my statements in the public record and to send them to all of the aldermen. This was on Wednesday, February 1st, at approximately 4:00 p.m. By 4:30 p.m., I received confirmation from the City Clerk that it had been done.

By 6:20 p.m. I received an email from Mr. Arnett:

"Dear Ms. Brissman,

Thank you for submitting to the written public record your comments from the January 30th, 2017 Common Council meeting as a response to my comments made on January 9th.

Before I proceed, I feel obligated to correct one comment made publicly at the meeting. In your first paragraph you state, referring to me:

‘It is, in this City of Cedarburg, without precedent, that Common Council members, our elected aldermen, our very representatives in municipal government should verbally assault peaceful, law-abiding citizens of this Community.’ ”

Mr. Arnett continues, “Being in the education field, I am sure you are aware that the definition of verbal assault is a threat of physical violence.

I made no such threat.

Your statement certainly meets the definition of slander.

And I do not appreciate it.

At a subsequent meeting, I am asking that you take the opportunity to publicly correct the record.

And if you do not, I will.”

Now that this is on public record, I am here to correct the record.

“Verbal assault” does not mean physical violence. “Verbal” is just that Words.

In the dictionary, the meaning of the word “assault” is “a sudden, violent attack, onslaught;” such as “*an assault upon tradition.*” *That is hardly a physical assault upon tradition.*

It is a shame that Mr. Arnett has become hung up on these words and has chosen not to take my suggestions in the rest of my statement and represent the city with integrity.

Instead, Mr. Arnett has accused me of slander. I would like to know what the City of Cedarburg plans to do about that. Mr. Herbrand, what shall happen?

At the least, Mr. Arnett should recuse himself or *be* recused from this matter of voting on the SFB/HSI development issue. He can no longer vote without incorporating his personal conflicts. He has proven this by intimidating and threatening me, a constituent and law-abiding resident and business owner of Cedarburg. I am sure this will be taken up by my attorney as well.

I have come here, certainly not to cause trouble, as some of you may think, but to stand up correctly, peacefully, and democratically for what I believe. I am not over-turning cars, looting, or burning down stores. *I am just asking you to think - not about the money - but about the long-term implications for our beautiful, one-of-a-kind City of Cedarburg, that your own Legacy strives to proclaim.* As you see, it is not just me It is most of the residents of the city of Cedarburg. How can so many of us be wrong?

2. Which brings me to the point of CLARIFICATION:

First of all, What Former Mayor John Kuerschner said about the development of Piggly Wiggly has absolutely nothing to do with the SFB property. It is null and void. *It has nothing to do with the heart of our Historic Downtown.*

The News Graphic, St. Francis Borgia, and Father Tom Eichenberger have all stated and continue to state *wrongly* that the “neighbors” will agree to apartments being on the property.

Clarification #1: We are *NOT ok* with apartments. We will agree with home ownership. We want home ownership in the form of condos, townhouses, or the best option for that very special parcel of land - cottage housing.

Clarification #2: We are *NOT ok* with anything that is 3 stories. That is a fabrication. Again, we want something that will be the *BEST FIT* for our unique, Historic Downtown Cedarburg - *we want something that will enhance the church and downtown, not detract from it.*

3. Which brings me now to the point of the Landmarks Commission:

Someone once asked about other Landmarks Commissions throughout the state of Wisconsin, "Considering all of the other Landmarks Commissions around the state, to whom do they look for example, knowledge, quality, and leadership?"

The answer was simple, "US! They look to US!"

Landmarks Commissions all over the state of Wisconsin look to Cedarburg. "What is Cedarburg doing?"

Well the latest and greatest is that the Cedarburg Planning Commission has already once ignored the recommendations of the Cedarburg Landmarks Commission.

Against the Cedarburg Landmarks Commission's recommendations, the Cedarburg Planning Commission has voted to move the line of demarcation of the Historic District so that an important architectural building - the only one of its kind in Ozaukee County - could be torn down.

It gets worse, most members of the *Cedarburg Common Council* have also been ready to ignore the recommendations of the Cedarburg Landmarks Commission.

The Cedarburg Landmarks Commission is held in high esteem across the big state of Wisconsin and in all places but its own city which it is designated to protect.

The Cedarburg Landmarks Commission is comprised of women and men who are extremely intelligent, knowledgeable, and formally educated in the ways of architecture and history. It is not to anyone's advantage to discredit the well-thought, studied recommendations of the esteemed Cedarburg Landmarks Commission.

On the contrary, it is wiser to inquire of them their reasoning and research their recommendations.

Our municipal governmental bodies are to work with one another, not against the other.

4. Lastly, the two points as opposed to the three points - we did NOT have a hearing on the Historic District. If so, why do we have a scheduled hearing on Institutional zoning, etc.?

NEW BUSINESS

CONSIDER MAYOR KINZEL'S APPOINTMENT OF BLAINE GIBSON TO THE PUBLIC ART COMMISSION (TERM TO EXPIRE 04/30/17); AND ACTION THEREON

Motion made by Council Member Thome, seconded by Council Member O'Keefe, to accept Mayor Kinzel's appointment of Blaine Gibson to the Public Art Commission (term to expire 04/30/17). Motion carried without a negative vote.

DISCUSSION – CURRENT LOCATION OF MUNICIPAL SEWER AND WATER IN RELATION TO VACANT CONTIGUOUS LAND

Director Wiza stated that this discussion is a result of a conversation with Council Member Czarnecki. He showed a map to the Council explaining that the white areas are the current limits; the purple areas are in Mequon and are not available; the green areas belong to the Village of Grafton and are not available; and the brown areas are the only areas that might be available for expansion, however, it will depend upon how they are platted out. He further explained that Town properties off Sherman Road would be impossible to extend services to, because of the distance to the homes. As for the Douglas Lane properties, there is a slim to no chance that services could be extended into that area. The low density to the west is not feasible and does not work well for a gravity sewer system and a good percentage of the land to the west is not developable. There is some farmed and vacant land to the north; however, they have no interest in being part of the City.

Council Member Czarnecki found this information useful and wanted to share it with the Common Council. He assumed that the City was surrounded by farmlands and more options were available.

Director Wiza stated that Bridge Road and Western Road are dead ends. Any development in that direction would require annexation and the sewer and water would need to tunnel under to reach the service area, which would be extremely costly.

Council Member Czarnecki stated that Racine is in a position that they can no longer grow and Cedarburg is looking at this same position into the future. The City land to the north Hwy. 60 is owned by one family and they have no interest in developing the property in the City at this time. Council Member Czarnecki shared a 1987 map from SEWRPC that was provided to him by John (Scott Sidney of the Java House?) showing options for suggested areas of growth; however, the laws have changed and this is no longer is an option for the City.

In answer to Council Member Thome's question, Director Wiza confirmed that the new lift station on Sheboygan Road is sized to serve the area north of Hwy. 60 but the parties are unwilling to connect and that is a challenge.

In answer to Council Member Regenfuss' question, Director Wiza stated that it is doable to extend services to the west near the Seidler pond subdivision however, the City would get no payback from one side of the road and would be paying double to extend to the other side, plus it would be extended a half mile just to reach these lands, some of which are wetlands. After Topview Trails, it is one mile to vacant land which would not be practical for the City or a developer to extend these services.

Director Wiza said that there are lands for the City to expand to; however, they are not nearly as broad as one might think.

Mayor Kinzel stated that land is not unlimited.

CONSIDER APPROVAL OF A CHANGE ORDER WITH ADVANCE CONSTRUCTION TO INSTALL TWO STAINLESS STEEL SLIDE GATES IN THE SHEBOYGAN ROAD LIFT STATION; AND ACTION THEREON

Director Wiza explained that Advance Construction is currently under contract to construct the new Sheboygan Road regional sanitary sewer lift station. Their work is 97% complete and the station is currently operational. Although it was not included in their contract, the design called for two stainless steel flow control gates which allow flow to be directed to one of two wet well chambers. It was anticipated that these gates would be installed in the future, but staff is recommending these gates be installed now because it will be much more difficult and costly to install the gates under future wastewater flow conditions. This would involve the installation of two universal joints at a cost of \$3,218 which would be paid for by the contractor. The City cost for the stainless steel slide gates and installation would be \$23,453.

In answer to Council Member Arnett's question, Director Wiza stated that the funds will come from the undesignated reserves and is paid by rate payer income.

In answer to Council Member Dieffenbach's question, Director Wiza explained that stainless steel gates are needed because it is a corrosive environment.

Motion made by Council Member Dieffenbach, seconded by Council Member O'Keefe, to approve the change order with Advance Construction to install two stainless steel slide gates in the Sheboygan Road lift station. Motion carried without a negative vote.

CONSIDER REQUEST FROM WASTE MANAGEMENT TO ADD A FRIDAY REFUSE AND RECYCLING ROUTE AND MAKE LIMITED MODIFICATIONS TO EXISTING ROUTES TO BALANCE DAYS; AND ACTION THEREON

Director Wiza explained that the Public Works and Sewerage Commission tabled this item at their February 9 meeting because they want more information regarding the holiday pick up schedule.

Motion made by Council Member Thome, seconded by Council Member O'Keefe, to postpone action on the request from Waste Management to add a Friday refuse and recycling route and make limited modifications to existing routes to balance days until more information is available. Motion carried without a negative vote.

CONSIDER REQUEST FROM THE ECONOMIC DEVELOPMENT BOARD TO FUND THE REFURBISHING OF GARBAGE CANS IN THE HISTORIC DISTRICT; AND ACTION THEREON

Economic Development Coordinator Sheffield explained that the beautification arm of the Economic Development Board asked that the garbage cans in the historic district be refurbished. This item was put on the unfunded list for 2017. In light of receiving a new quote at \$6,000 less than the original quote, the Board is asking for Council approval to have them done this year.

Mayor Kinzel explained that the difference in price is that the City will transport the cans back and forth from the company to the City.

Coordinator Sheffield explained that the City does not have to commit to refurbishing all 36 cans this year. It will cost \$285 per can to refurbish and the Economic Development Board would like to get as many done this year as possible.

In answer to Council Member Regenfuss' question, Director Wiza said that the cans were installed in 2000.

In answer to Council Member O'Keefe's question, Director Wiza stated that it would cost approximately \$25,000 to replace the cans.

Council Member Dieffenbach asked if there was another funding source available. He is uncomfortable funding this project two months after it was decided not to.

Council Member Czarnecki asked if the Friends of Historic Cedarburg were willing to fundraise for the project.

Council Member Thome explained that City organizations are asked to fund projects continually. In this case, it would not be a waste of taxpayer money to keep the City looking nice.

In answer to Council Members Verhaalen and Arnett, City Administrator/Treasurer Mertes stated that the funds could come from the fund balance and it will not make much of a difference. The City has more than the required amount put aside.

Mayor Kinzel stated that it is important to keep the downtown looking nice. The City is funding the flower baskets because they want to continue the program.

In answer to Council Member Verhaalen's question, Director Wiza stated that the cans are a heavy gauge metal and they could be blasted clean repeatedly with no problem.

Motion made by Council Member Thome, seconded by Council Member Arnett, to fund the refurbishing of garbage cans in the historic district.

Council Member Czarnecki stated that he would be more comfortable funding the project next year.

Mayor Kinzel explained that the cans are City property that serves a purpose and it does not reflect well when they are in poor condition.

Council Member Regenfuss asked how many of the cans were in bad shape and maybe the worst ones could be done this year.

Director Wiza asked for a percentage or dollar amount that the Council is willing to agree on and he would work within those parameters.

Council Member Thome stated that the cans are 17 years old and should be the responsibility of the City to refurbish them.

Mayor Kinzel opined that it will cost more to replace the cans.

In answer to Council Member Verhaalen's question, Director Wiza stated that it would not be an issue to wait five years. The cans are made of a heavy metal and they could be fixed by blasting the surface to bare metal and then applying an epoxy primer and a second coat of paint.

In answer to Council Member Verhaalen's question, Coordinator Sheffield stated that she would need to find out how long the quote will be good at that price.

Motion failed with Council Members Thome, O'Keefe and Arnett in favor and Council Members Czarnecki, Dieffenbach, Verhaalen and Regenfuss opposed.

**CONSIDER REQUEST TO FILL BUILDING MAINTENANCE SUPERVISOR POSITION;
AND ACTION THEREON**

Director Wiza explained that a long term City employee is retiring. John Oswald has tendered his resignation effective May 1, 2017. He asked the Council to approve filling the building and grounds maintenance/custodian position as soon as possible to ensure adequate training of all job duties and equipment to perform such duties. The position has changed over time and he wants to change the job category to a standard crewperson to get the employees on the same level.

Motion made by Council Member Dieffenbach, seconded by Council Member Thome, to fill the Building Maintenance Supervisor position. Motion carried without a negative vote.

CONSIDER REVISED POLICY CC-22: PURCHASING; AND ACTION THEREON

City Administrator/Treasurer Mertes explained that the purchasing policy has not been reviewed or updated since August 2007. In the auditor's preliminary audit it was suggested that the threshold for a purchase order be increased, staff is suggesting a change from \$500 to \$5,000. Other changes are also being suggested at this time to represent current needs to include: increasing the threshold for public bidding to match State Statutes, and changing the maximum allowance of petty cash from \$20 to \$35.

In answer to Council Member Czarnecki's question, City Administrator/Treasurer Mertes confirmed that the City will still get competitive quotes for anything over \$5,000.

Motion made by Council Member O'Keefe, seconded by Council Member Thome, to approve revised Policy CC-22: Purchasing. Motion carried without a negative vote.

**CONSIDER ORDINANCE NO. 2017-05 CREATING SEC. 7-18 OF THE CODE OF
ORDINANCES: REGULATION OF MOBILE FOOD VENDORS AND
ESTABLISHMENTS; AND ACTION THEREON**

City Attorney Herbrand explained that he was directed to create an ordinance regarding food trucks based on comments from the Economic Development Board and the Common Council. This is a draft for review and comment with the intent to bring back a revised version at a future meeting.

City Attorney Herbrand highlighted parts of the ordinance. A permit will not be required for food trucks operating during Festivals, Summer Sounds, Farmers Market and Firemen's Park.

In answer to Mayor Kinzel's question, Attorney Herbrand stating that having food trucks at private parties could be permitted in the process. The current draft states: Licensed mobile food establishments may operate on private property, with the written permission of the private property owner, except for private property that is located in the Historic Preservation Overlay District or on private property located less than 100 feet from the front door of any business selling a similar food product, subject to an exception allowing the Plan Commission to grant a temporary use permit.

There was concern from the Council Members regarding the 100 feet from the front door of any business selling similar food products. This would be difficult for anyone to enforce.

Council Member O'Keefe was in favor of having variety and other options for lunch for business people who don't have time to sit down for an hour lunch. He suggested that they be allowed on side streets off of Washington Avenue. This may also promote competition for restaurants to change their menus.

Council Member Czarnecki stated that the food trucks get an unfair advantage over the downtown restaurants in that they do not have the costs and restrictions involved in having a brick and mortar business.

Council Member O'Keefe stated that Amazon could be considered competition then. People could buy from the local toy store or from Amazon.

Council Member Thome stated that she understands both sides. She said that food trucks should be allowed on private property but it should not be limited to that. She is in favor of trucks parking in a designated area off of Washington Avenue. She questioned whether limiting the permits to three per year is correct. Council Member Thome agreed to the 100 feet requirement.

Council Member O'Keefe offered suggestions for selecting certain days of the week for food trucks or not allowing them to park in front of restaurants.

Karen Leonard, N91 W5939 Dorchester Drive, stated that the proposed permit does not address clothing, jewelry, spices or other types of businesses from a truck.

Attorney Herbrand stated that the permit can be expanded to cover other merchandise vendors.

Christian Leonard, W61 N502 Washington Avenue, is against food trucks being allowed in the historic district. The brick and mortar businesses have laws to follow that should apply to the food trucks also.

Joan Dorsey, W65 N705 St. John Avenue, stated that restaurants offer plenty variety in Cedarburg. The businesses do change their menus throughout the year and are not getting stagnant. People eat breakfast, lunch and dinner out once in a day for \$10. Brick and mortar businesses should have the first chance at that \$10 because they pay so much more to run their business. Ms. Dorsey stated that her taxes increased from remodeling her business. Those businesses that have been here for 25 years have made Cedarburg what it is. Why are food trucks so anxious to get into Cedarburg? Because we have the people and a beautiful city along with great streets and parking. She asked the Council Members if they had any questions.

In answer to Council Member Czarnecki's question, Joan Dorsey said that some businesses notice a drop in business more than others when there are food trucks on the street.

In answer to Council Member O'Keefe's question, Joan Dorsey said that she can serve a customer in 10 minutes, in the same time as a food truck.

Christian Leonard stated that food trucks have a definite impact on his business because he has experienced a 30% drop in business on Friday lunch hour when Yellow Bellies is vending in Cedarburg. He said that food trucks have an advantage because they do not have any restrictions to their signage or color of their truck. He is limited because he cannot sell from the curb or through his window. He did not agree that food trucks should be allowed to use public property for free while he has many more costs associated with his brick and mortar business. There are open spaces in Cedarburg for more restaurants and the food vendors should open a business if they are interested in Cedarburg. Christian Leonard also stated that he needs five or six sinks and has had to go through renovations to be compliant to operate his business. Port Washington, Mequon and Thiensville have banned food trucks. People do not come to the area for food trucks; they come to the area for the ambience. The local businesses are in the community year round and are donating to the schools. He thought Cedarburg looked out for their own.

Kent Wuebben, N74 W7730 Harvest Lane, asked for a happy medium. He works at an office in Grafton and finds it convenient to have lunch from the Yellow Bellies food truck. There is a food truck in Grafton also that is convenient. He enjoys the variety and finds it challenging to park for lunch in Cedarburg. It is refreshing to be outside while his food is being prepared.

Tony Roy, W3565 Belgium Kohler Road, Fredonia, WI, stated that he operates his food truck in Grafton and Port Washington. These communities welcome him and like the variety, he even serves restaurant owners. He stated that he spent \$90,000 to renovate his operation to meet State requirements. He stated that food trucks need a place to clean and prep their truck and businesses can make money, if they are willing to help a food truck. If nobody wanted the food this would not be an issue.

Ryan Knppendorf, N87 W6891 Evergreen Ct., has been a member of this community, on and off, for the past 13 years and is curious why the food truck is a hot topic in Cedarburg. He enjoys the food trucks and going to local businesses because they are all amazing. The inability as a community to find a compromise has caused him to read articles from other communities (Huffington Post, Metro Jacksonville, Mobile Cuisine and two studies by the Ohio State University and National Restaurant Association). He compared what he read with the City's proposed food truck ordinance. He expressed concern for how extremely restricted it is. He stated that for the businesses saying that they don't want competition, it is just business. There will always be competition. According to the National Restaurant Association, 30% of new restaurants fail the first year and of those that survive another 30% will continue to close every two years. That is just the nature of the restaurant business. In regard to restaurants wanting to be protected more, he did further research on how owners feel and he found this quote, "If you are good at what you do, food trucks do not represent competition. If you are not so good at what you do, food trucks should spur you to do better." Of the local restaurants, most of the restaurants have less than 400 followers on Facebook with no other social media outreach. Yellow Bellies (whose owner is a Cedarburg High School graduate), has over 1,000 followers and make multiple posts throughout the year. He knows of countless people who come from out of the area to get food from them and while they are here, they visit local businesses. The Stilthouse has over 3,500 followers and they are one of the most active restaurants and they are not here arguing against food trucks. New Fortune also has more

followers than most of the restaurants on Washington Avenue and they are posting daily and promoting themselves. Which made him think, is this a food truck issue or is it a marketing issue? His concerns over the proposed ordinance include: Why are we limiting the licenses to three per year? What happens if a business located off Washington Avenue starts a food truck so they can be on Washington Avenue on Fridays and Saturdays? He felt the location restrictions were extremely harsh and it felt like a ban. He asked the Council, if communities like Sheboygan and Plymouth can have a food truck night, surely Cedarburg can organize something and find a compromise to benefit the brick and mortar restaurants and food trucks.

Michael Maher, 397 W. Thornapple Lane, Grafton, stated that the proposed permit is very restrictive. He spoke to various people at meetings and on the phone and streets and appreciates the open dialogue. The Council has a hard decision to follow through on. He stated that he represents a larger group who want to be heard. He asked that the Council listen to the people who live and work here who want multiple options. He stated that he enjoys going out for dinner with his family and he gives plenty of business to Sal's and Settler's Inn. He asked that the food truck option not be taken away. He said the Council is not in the position to pick winners and losers in the business world. Mr. Maher explained that the Economic Development Board had a good start at rectifying what is wrong with the process; however, he was shocked when the City Attorney was encouraged by the Council to ban food trucks from the City. He is not the only person with this opinion. He started a Facebook page and has over 300 followers who value alternatives. He asked that food trucks be allowed in Cedarburg.

Council Member Thome stated that not all the Council Members were leaning in the direction of "banning" food trucks, some members were in the middle.

Mr. Maher stated that he would stand behind his comment.

Kent Wuebben, N74 W7730 Harvest Lane, stated that the south end of Cedarburg offers fast food and they bring what they bring. Is it possible to have food trucks available in the Cultural Center parking lot or near the baseball diamond? There is always enough traffic downtown and he would like a happy medium by having an area for trucks to vend. He stated that he follows social media to find out when the Yellow Bellies truck is in Cedarburg.

Christian Leonard stated that restaurant owners in Cedarburg are not afraid of competition. He would appreciate it if the food trucks were on the same playing field. He is not allowed to serve through a window and his marketing is different. There are so many more rules for the brick and mortar business to operate. He would like food trucks to have to play by the same rules and not get a free pass. He is against seeing three or four food trucks parking in the historic district; this would change his view of Cedarburg.

Jeff Starks, N54 W6031 Portland Road, stated that people should have a choice and do not like to eat the same things. He went to Le Cordon Blue Culinary School, one of the top two in the world. If food trucks are banned he needs to look harder for food that is not dumped into a fryer. This country was built on free enterprise. The City should have some place available for food trucks in the community. He has lived here for 18 years and would like to see food trucks in Cedarburg and not be so restricted. Jeff Starks said that food trucks have a place and can be positive. He concluded by saying that banning food trucks is not the American way.

Council Member Czarnecki reiterated Michael Maher's comment that it is not the Council's job to pick winners or losers. At the end of the end of the day, that is exactly what they do as an alderperson. Issues finally come down to a debate. The Council has already picked winners and losers because the City of Cedarburg puts people in certain areas and they have restrictions and guidelines to meet the Zoning Code and City ordinances. Businesses are required to follow certain rules when making changes to their buildings. He stated that if we want food trucks then we should get rid of all the historic designation rules.

Mayor Kinzel stated that he is aware of the restrictions on businesses and that is what makes the downtown historic district so good and they benefit from this.

Council Member Czarnecki stated that the City does not require these type of restrictions on food trucks and it is a competitive advantage that the City is allowing. It is picking a winner if we don't provide certain guidelines to follow. It is not a fair playing field.

A food truck owner from West Allis, WI, stated the City is not giving an unfair advantage to food trucks but giving the same advantage to a local restaurant. There is no reason that a local business cannot come up with an inexpensive truck, do all the prep work at their restaurant, and vend on the street. Food trucks need to meet requirements. He does not bring his truck to Cedarburg.

Council Member Verhaalen is against food trucks with a moving sign in the historic district. Businesses are restricted with their signage. He asked how Attorney Herbrand should be directed to move forward.

Council Member O'Keefe listed items of common ground on the Council:

- Agree with separate license
- Agree with background check
- Applicants should go through a committee for approval

Council Member Verhaalen stated that he is not against food trucks and that people will find them if they are off the beaten path. Tourists are not looking for food trucks when they visit Cedarburg.

Mayor Kinzel stated that food trucks will police themselves and timing should be considered when a food truck application is received.

Council Member Arnett suggested distributing a map where food trucks could vend.

Council Member Verhaalen stated that people will know where they are and tourists won't run across them.

Council Member Thome stated that she does not want to take away from the Cultural Center and the Art Center's ability to do fundraising.

Mayor Kinzel stated that food trucks should be allowed only on private property in the historic district.

Council Member Czarnecki said that food trucks should be allowed only on private property and then the City won't need to define what street is good and what street is bad.

Council Member Verhaalen stated that he would agree with vending on private property and not on the road in the historic district.

In answer to Joan Dorsey's question regarding the 100 foot rule and the property next door (where she could have a food truck directly next door within 6 feet of to her building), Attorney Herbrand stated that he would include a distance restriction to meet this type of situation for all applicable businesses downtown.

Council Member Regenfuss stated that he was in favor of food trucks vending on private property east or west of Washington Avenue. He does not want them on any public street in Cedarburg. He is in favor of a designated area.

In answer to Council Members Dieffenbach and Arnett's question regarding the limit of three licenses and the requirements, Attorney Herbrand stated that a limit could be used for any area other than a designated area and there will be a process to meet vending requirements.

Council Member Regenfuss suggested a lottery or restricting the period of time allowed.

Council Member O'Keefe suggested they be restricted to a number of days on private property and designated areas.

Council Member Arnett is in favor of food trucks vending on public streets with the exclusion of Washington Avenue.

Council Member Czarnecki stated that the vending on private property in the downtown historic district should be tied to commercial use only and not private individuals. It would involve an existing business trying to improve their business.

Council Member Thome would like the food trucks to not have to be associated with private property but have an opportunity to locate off Washington Avenue.

Council Member Regenfuss stated that other areas will need to be enforced also because food trucks should not be allowed to sit in front of the Library all day, as an example.

In answer to Council Member O'Keefe's question, Mayor Kinzel stated that the consensus is that Food trucks could vend in parking lots such as Bella Lei and the Cultural Center. Commercial and private property not on Washington Avenue is acceptable.

Jeff Starks suggested Mill Street as a possible area for food trucks.

Attorney Herbrand will consider the following, based on tonight's discussion, when revising the proposed food truck ordinance to bring back at a future Council meeting.:

- Any limit on number of licenses
- Distance allowed on private property
- Will consult with the City Planner to determine commercial areas on Washington Avenue where food trucks would be allowed
- The cost of the license based on what the law will allow
- Renewal/Administrative process

- Allowing for private events where the food is not being sold
- Allowing on public streets or a designated area off of Washington Avenue.

CONSIDER PAYMENT OF BILLS FOR THE PERIOD 01/27/17 THROUGH 02/03/17, TRANSFERS FOR THE PERIOD 01/25/17 THROUGH 02/13/17, AND PAYROLL FOR THE PERIOD 01/15/17 THROUGH 01/28/17; AND ACTION THEREON

Motion made by Council Member Thome, seconded by Council Member Arnett, to approve payment of bills for the period 01/27/17 through 02/03/17, transfers for the period 01/25/17 through 02/13/17, and payroll for the period 01/15/17 through 01/28/17. Motion carried without a negative vote.

CONSIDER LICENSE APPLICATIONS; AND ACTION THEREON

Motion made by Council Member O'Keefe, seconded by Council Member Czarnecki, to approve new Operators License applications for the period ending June 30, 2017 for Patrick A. Brown, George T. Hayman, and Jennifer Sullivan. Motion carried without a negative vote.

ADMINISTRATOR'S REPORT - None

COMMENTS AND SUGGESTIONS FROM CITIZENS - None

COMMENTS & ANNOUNCEMENTS BY COUNCIL MEMBERS

In answer to Council Member Dieffenbach's question, Mayor Kinzel stated that the March 13 Council meeting will be conducted in the Community Gym.

In answer to Council Member Verhaalen's question, City Attorney Herbrand stated that the rectory rezoning will not come back to the Common Council for a public hearing but it will come back to the Council for a vote.

Council Member Czarnecki stated that as a commentary from the last Council meeting given by the Vote No group, he noted that the Council Members received Ellen Wilde's email of January 9 and the next day he sent her an email inviting her for coffee the following Friday and she did not respond to his email. Last week he reached out to City Staff for Dan Carr's phone number, the wording of his request has an undertone of suspicion regarding who is talking to who, who is dealing with who, and who is benefiting from what. From what he heard tonight, Mr. Carr is basing his thoughts on banter he has heard in the coffee shops. In his voicemail to Mr. Carr, he offered to meet for a cup of coffee and he did not respond. Regarding Ms. Brissman's comment (Mr. Czarnecki was rude to one of the citizens when she simply asked him to speak into the microphone, where he said "I am not reading this again you can read it in the minutes" he arrogantly proclaimed) as I am doing now, I am taking the opportunity during comments & announcements by Council Members at the end of each meeting. The last couple of months he has taken this opportunity to go on the record with his thoughts related to the St. Francis Borgia development, as opposed in private conversation with people. This is the reason he does this and he is not just venting. His comments are directed at the Council Members but he shares these thoughts of these meetings so his views can be placed on the record. In January when he was asked to repeat what he had said, it was at the end of his two minute talk and he did not want to waste the Council Members time with a reread of his

comments. It was not an arrogant dismissal of a resident. Note, it was Ellen Wilde who asked him to repeat his comments and he offered her a cup of coffee the next day.

MAYOR'S REPORT - None

ADJOURNMENT

Motion made by Council Member O'Keefe, seconded by Council Member Thome, to adjourn the meeting at 9:37 p.m. Motion carried without a negative vote.

Amy D. Kletzien, MMC/WCPC
Deputy City Clerk

CITY OF CEDARBURG

MEETING DATE: February 27, 2017

ITEM NO: 8. B. & C.

TITLE: Discussion and possible action on proposed Ordinance No. 2017-04 creating Sec. 7-1-26 of the Municipal Code of Ordinances pertaining to the keeping of domesticated chickens; and action thereon

Discussion and possible action on proposed Ordinance No. 2017-07 amending Sec. 7-1-25(a) of the Code of Ordinance relating to penalties; and action thereon

ISSUE SUMMARY: At the January 30th meeting, Council requested time to talk to constituents regarding the ordinance. The issue is being brought back to continue review/discussion of the ordinance for possible action.

Also on the agenda is an ordinance with a minor amendment to section 7-1-25 of our Code, allowing the City to enforce the Chicken ordinance if it is passed

STAFF RECOMMENDATION: N/A

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: N/A

ATTACHMENTS: Ordinance No. 2017-04

INITIATED/REQUESTED BY: Common Council

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

CITY OF CEDARBURG
ORDINANCE NO. 2017-04
KEEPING OF DOMESTICATED CHICKENS

**An Ordinance Creating Section 7-1-26
Of the City of Cedarburg Code of Ordinances**

WHEREAS, the City desires to provide for the health, safety, and well-being of its residents, to ensure and maintain property conditions and values, and to provide a domestic and sustainable source of nourishing food through limited chicken egg production in a residential environment respecting its urban surroundings and rural origins;

THEREFORE, the Common Council of the City of Cedarburg, Wisconsin do ordain as follows:

That a new section be created in the City of Cedarburg Code of Ordinances as follows:

SEC. 7-1-26 KEEPING OF DOMESTICATED CHICKENS

(a) Purpose. The purpose of this section is to establish conditions under which small-scale keeping of domestic chickens for personal use and enjoyment may be permitted on lots zoned for single-family residential use.

(b) Definitions. In this section:

- (1) "Abutting property" means all real property that in any way shares a boundary with the real property of the applicant or permittee.
- (2) "Chicken" means a female hen (*Gallus domesticus*) of any age, including chicks. "Chicken" should be interpreted to encompass the singular and the plural.
- (3) "Coop" means an enclosed structure in which a chicken roosts or is housed.
- (4) "Rear yard" has the meaning set forth in Section 13-1-240(b)(123), as amended, of this Code.

(c) Permit and Compliance With Section Required.

- (1) No owner of real property shall keep or allow to be kept a live chicken within the City without a valid permit issued under this section.
- (2) No occupant of real property shall keep or allow to be kept a live chicken within the City unless the occupant holds a valid permit issued under this

section or the owner of the real property holds a valid permit issued under this section.

- (3) No owner or occupant of real property shall keep a live chicken within the City contrary to the terms of this section or contrary to the terms of any permit issued under this section.

(d) Procedure Governing Permits.

- (1) To apply for a permit under this section, the applicant must complete and submit the following to the Building Inspector:

- (i) An application form signed by all owners of record. If an owner of record is a trust or business entity, the application form shall be signed by the trustee, a corporate officer, or member or manager of a limited liability entity. If the applicant is a tenant or occupant of the premises, the application form must be signed by the applicant and be countersigned by all owners of record as evidence of the owner's consent to the tenant or occupant obtaining a permit.
- (ii) The registration number of the applicant's completed Livestock Premises Registration with the Wisconsin Department of Agriculture, Trade, and Consumer Protection;
- (iii) A non-refundable application fee as set forth in the annual fee schedule;
- (iv) A site plan showing the location of all structures located on the applicant's real property, the location of all structures located on all abutting property, and the site of the proposed coop.

- (2) Each permit shall pertain to a single parcel of real property as set forth in the property tax records of the City.
- (3) A permit shall be issued only for a parcel which is zoned for single-family residential use. No permit shall be issued for any parcel which contains a condominium, duplex, or any type of multi-family residential use.
- (4) Each permit shall allow the keeping of no more than four (4) chickens in strict compliance with the conditions set forth in subsection (e).
- (5) A permit shall not be transferable in any way.
- (6) The permit year commences on January 1 and end on December 31 of each calendar year. Permits applied for after January 1 of a year will expire on December 31 of that year; permit fees shall not be pro-rated.
- (7) If there are no changes to be made to the information submitted in the original application, a permittee shall renew the permit annually by paying the renewal fee. If the permittee wishes to make changes, the permittee shall submit a new full application.

(e) Conditions for Keeping Chickens. The following conditions shall apply to each permit issued under this section:

1. No roosters or other crowing fowl are permitted.
2. Noise from chickens shall not be so loud as to disturb a person of ordinary sensitivity.
3. No chicken may be kept within a principal residence or a garage.
4. Chickens shall be kept as pets and for personal use only. No owner shall sell or barter eggs or engage in chicken breeding or fertilizer production for commercial purposes;
5. Chickens shall be housed in a coop. A coop shall be no less than three (3) cubic feet of space per chicken and must be connected to a secured and fully ventilated pen (also required) which contains not less than seven cubic feet of space per chicken and an appropriately sized nesting box (also required) at a rate of not less than one box per two birds. Pens shall be properly sized as will permit full spread of the kept birds wingspan and allow each chicken to walk and run;
6. No person shall keep a chicken in any location on the property other than the rear yard.
7. All coops, pens, nesting boxes, and any other structure or enclosure associated with the keeping of chickens must be located at least 30 feet from a neighboring residential structure, at least five feet from a side or rear property line and at least five feet from the residence on the property where the chickens, or other similar domesticated fowl, are kept.
8. Coops and pens shall not be located closer than 75 feet from the ordinary high water mark of a lake, stream, creek or river.
9. Upon death of a chicken, the permittee must promptly dispose of the chicken in a sanitary manner;
10. The onsite slaughtering of chickens is prohibited;
11. Chickens shall be kept and handled in a sanitary manner.
12. Chickens must be kept in a coop and pen when not being monitored by a responsible individual. Chickens shall be secured in the coop during non-daylight hours;
13. The coop and pen system shall be properly designed, laid-out and maintained as will provide safe and healthy living conditions for chickens while minimizing adverse impacts on the neighborhood through use of material, colors, architecture and special site design that are complimentary to the existing buildings on the premise and in the surrounding area.
14. All coops must be clean, dry and kept in a neat and sanitary condition at all times.
15. The coop shall be enclosed on all sides and have a roof and doors. Access doors must be able to be shut and locked at night. Opening windows and vents must be covered with predator and bird-proof wire or fencing of no more than one-inch openings.
16. All enclosures must provide adequate ventilation as well as sun protection, and be sanitary, insulated, weatherproofed and impermeable to rodents, wild birds and predators, including dogs and cats. These enclosures must also be

- sound and moisture-proof and maintained in good repair with sufficient space for freedom of movement and retention of body heat with elevated perches for natural roosting position. The nesting boxes must be elevated off the ground;
17. Provisions must be made for the routine removal and lawful disposal of chicken waste in order to prevent any adverse effects related to odor or unsanitary conditions;
18. Chickens shall not be turned loose or taken to the local humane society when no longer wanted.
19. In addition to compliance with the requirements of this section, no one shall keep a chicken that causes any nuisance, unhealthy condition, creates a public health threat, or otherwise interferes with the normal use of property and the enjoyment of life by humans or other animals.

(f) Inspection and Orders. The City shall have the power, whenever it may deem reasonably necessary, to enter a structure or property where a chicken is kept to ascertain whether the permittee is in compliance with this Section. The permittee shall be responsible for all costs associated with inspections. In addition to all other remedies available to the City, the Building Inspector may issue orders requiring compliance with the provisions of this Section.

(g) Permit Revocation. In addition to all other remedies available to the City, the City shall revoke a permit issued under this section in the event that the Building Inspector has issued two or more violations of this Section to a permittee. Once a permit is revoked, it shall not be reissued.

This ordinance shall take effect upon passage and posting.

Passed and adopted this 27th day of February 2017.

Michael O'Keefe, Mayor

Countersigned:

Constance K. McHugh, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney

CITY OF CEDARBURG
ORDINANCE NO. 2017-07
SEC. 7-1-25 PENALTIES

**An Ordinance Amending Section 7-1-25(a)
of the City of Cedarburg Code of Ordinances**

WHEREAS, the City created Section 7-1-26 of the Code of Ordinances, allowing for the keeping of domestic chickens; and

WHEREAS, the City now wishes to amend its enforcement ordinance, to include Section 7-1-26;

THEREFORE, the Common Council of the City of Cedarburg, Wisconsin do ordain as follows:

Section 7-1-25(a) is hereby amended as follows:

7-1-25(a) Any person violating Sections 7-1-15, 7-1-16, 7-1-17, 7-1-18, 7-1-19, 7-1-20, 7-1-21, 7-1-22, 7-1-23, 7-1-24, or 7-1-26 shall be subject to a forfeiture of not less than Fifty Dollars (\$50) and not more than Two Hundred Dollars (\$200). This Section shall also permit the City Attorney to apply to the court of a competent jurisdiction for a temporary or permanent injunction restraining any person from violating any aspect of this Ordinance.

This ordinance shall take effect upon passage and posting.

Passed and adopted this 27th day of February 2017.

Michael O'Keefe, Acting Mayor

ATTEST:

Constance K. McHugh, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney

CITY OF CEDARBURG

MEETING DATE: February 27, 2017

ITEM NO: 9. A.

TITLE: Consider authorizing rescinding of Personal Property taxes for GG & KR, LLC, due to a palpable assessment error (parcel 13-000-0387-500, W62 N630 Washington Avenue); and action thereon

ISSUE SUMMARY: There was a change in ownership. During the process of completing the 2016 Statements of Personal Property we were not aware of the change, so the original assessments were added in to the Statement that was submitted. A notice of assessment was mailed on April 14, 2016 but the difference in assessment was not questioned at the time by the owner. If it would have been, this correction would have been made during the open book process. It was however, caught when the tax bills were issued and brought to my attention. Under Statutes 74.33, 74.35 and 74.41, the City is allowed to rescind/refund property taxes if such an error occurs. The taxpayer is responsible for paying the tax bill in full by January 31, 2017 and submit in writing the basis for the claim as well as the amount of the claim. The taxes were paid on January 30, 2017 and the letter for the claim submitted. Should the governing body of the municipality not rescind the unlawful tax, the taxpayer may file a claim against the City, including action in circuit court if necessary.

STAFF RECOMMENDATION: Rescind the unlawful tax in the amount of \$2,112.61 for parcel #13-000-0387-500

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT:

Out of the total refund of \$2,112.61 the City's portion will be \$1,487.67. The PC-201 form will be sent to the Wisconsin Department of Revenue so the balance can be charged back to the other taxing jurisdictions under statute 74.41.

ATTACHMENTS:

Copies of: PC-201 Request for Charge Back of Rescinded or Refunded Taxes.
The letter from GG & KR, LLC requesting a portion of the 2016 taxes be refunded due to a palpable assessment error.
The original tax bill and paid tax receipt.

INITIATED/REQUESTED BY: Cathy A. Timm, City Assessor

FOR MORE INFORMATION CONTACT: Cathy A. Timm, City Assessor, 262-375-7608

GG& KR, LLC
W62N630 Washington Ave
Cedarburg WI 53012

RECEIVED

JAN 30 2017

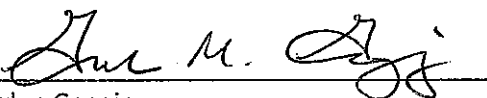
CITY OF CEDARBURG

Ozaukee County Clerk
Constance K. McHugh
W63N645 Washington Ave
PO Box 49
Cedarburg, WI 53012-0049

RE: Account Number 130000387500
Bill Number 279626

We are asking for a refund in the amount of \$2,112.61 that was the result of an improper calculation of the assessed value of improvements as reported to us on our Personal Property Tax Bill for 2016.

Sincerely


Gordon Goggin

1/30/2017
Date

Wisconsin Request for Chargeback
of Rescinded or Refunded Taxes
Form PC-201

Filing Instructions

1. Click **Start Filing** at the bottom of this page
2. Review the form instructions before you begin filing
3. Complete the form and check for accuracy
4. Click **Submit Form** on the last page when you are ready to file
5. Save and/or print a copy for your records, including your confirmation number.

This will be your assigned case number.

Revision: 43056
Revision Date: 2015-11-13
Form: PC201

Watch for these symbols	
When these appear in the form, use the mouse and hover over the symbol to view the message.	
	Help is available for the field. Hover over the symbol for more information.
	There is an error in the field. View the message and fix the error. You must fix all errors before you can submit the form.
	There is a warning or caution about the field. Review what you entered.

Instructions – Request for Chargeback of Rescinded or Refunded Taxes (PC-201)

General Instructions

Filing Deadline – you must file your request by **October 1**. If DOR receives your request after the October 1 deadline, determination will not be made until the following November 15.

Filing Information

- **Note:** You must complete one form for each inquiry and year
- To make a request, your taxation district must meet one of the following:
 - The amount of the rescinded/refunded tax must have been \$500 or more
 - Your taxation district must have accumulated a total of at least \$5,000 of rescinded/refunded taxes which were levied for the same year
- The Wisconsin Department of Revenue (DOR) will evaluate your request and notify you and each taxing jurisdiction you listed on the form, of our determination by November 15

Save/print for your records – once submitted, save or print the document with the Case Number for your records. Make sure to use the case number as a reference number for any future correspondence regarding this submittal.

Attachments – you must attach:

- Complete copy of your property tax bill
- Any court papers or other documentation to support your request, if applicable
- If you are requesting a refund for the remaining 20%, you must attach your written request (see Section 6)
- **Note:** The more supporting documentation you provide, will help DOR in our determination

To attach:

- Add attachments by clicking the paperclip icon in the left margin of the report

- Then click the Add button on the Attachments panel (left column). Navigate to your directory with the attachments and click the document to attach your file.

Note:

- Attachments become part of the report and are saved with the report
- Use the same paperclip icon to remove, change or add more files

Need help?

- If you have any questions, contact us at lgs@revenue.wi.gov or (608) 261-5374.
- Refer to Publication [PA-600: Property Tax Refund Requests and the Chargeback Process](#)

Form Instructions

Section 1

- Enter the assessment year and County/municipal code
- The municipality and County name should automatically fill in for you

Section 2

- Check either "Real estate parcel no." or "Personal property account no." to indicate the property type.
Note: You can only file one property type (real or personal) on a single form.
- Enter the parcel number or personal property account number

- Check the appropriate box to indicate whether the property account is located within the legal boundaries of a Tax Increment Finance District (TID). If "Yes," enter the TID no.

Section 3

- Enter the property owner's name
- If your request involves personal property, select the category from the dropdown menu

Section 4 – Real Estate

- If your request is for a real estate parcel, enter the requested information. For "Assessment BEFORE Adjustment" and "Assessment AFTER Adjustment:"
 - Select the class type from the dropdown menu, enter an amount for "Land" and "Improvement"
 - The "Total" columns and "Total Assessment Difference" column automatically fills in for you
 - **Note:** If you checked personal property in Section 2, Section 4 will be grayed out

Section 5 – Personal property

- If the request is for personal property, check the box that applies – "Non-Manufacturing" or "Manufacturing"
- Enter the total assessment value for that account before and after adjustment. The total adjustment difference automatically fills in for you
- **Note:** If you checked real estate in Section 2, Section 5 will be grayed out

Section 6 – if you checked "Manufacturing" in Section 6, in (a) enter the total manufacturing interest refunded

- You can only chargeback 80% of the total amount, if approved by DOR
- Under state law (sec. 70.511(2)(b), Wis. Stats.), if you would like to request a refund for the remaining 20%, contact the Department of Administration in writing by July 1 at: Department of Administration, Division of Intergovernmental Relations, Manufacturing Tax Refund Program, PO Box 8944, Madison, WI 53708.
- **Note:** You must provide DOR a copy of the letter with your chargeback request

Section 7

- Select the name of each taxing jurisdiction from the dropdown menu and the code will automatically fill in
- Net Tax
 - Line h – enter the total net tax rescinded or refunded
 - **Note:**
 - You cannot enter values in the "Net Tax" column
 - Do not include any interest paid by your taxation district to the property owner.
 - This is the difference between the incorrect Net Property Tax amount and the corrected Net Property Tax amount from the property tax bill
 - DOR calculates each taxing jurisdiction's share of the rescinded or refunded tax

Section 8

- From the dropdown menu, select that statute your assessor provided
- Explain in detail why these taxes were rescinded or refunded. The details you provide, will help DOR in our determination.

Section 9 – enter the preparer's name, email address and phone number

Signature Statement – you must agree with the statement before you submit your form

Request for Charge Back of Rescinded or Refunded Taxes

(Sec. 74.41, Wis. Stats.)

DOR USE ONLY

Case no.

1	Assessment year 2016	Co-muni code 45 - 211	Municipality CITY OF CEDARBURG	County OZAUKEE																																																																																				
2	☐ Real estate parcel no. ☒ Personal property account no. 130000387500			Is this parcel in a TID? ☒ No ☐ Yes TID no. 																																																																																				
3	Property owner name GG KR LLC			Personal property category (see instructions) 3 Furniture Fixtures and Equipment																																																																																				
4	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="4">Assessment BEFORE Adjustment</th> <th colspan="4">Assessment AFTER Adjustment</th> <th rowspan="2">(g) Total Assessment Difference (c - f)</th> </tr> <tr> <th>Class</th> <th>(a) Land</th> <th>(b) Improvement</th> <th>(c) Total (a + b)</th> <th>Class</th> <th>(d) Land</th> <th>(e) Improvement</th> <th>(f) Total (d + e)</th> </tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>0</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>0</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>0</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>0</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>0</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>0</td></tr> <tr> <td>Total</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>0</td> </tr> </tbody> </table>								Assessment BEFORE Adjustment				Assessment AFTER Adjustment				(g) Total Assessment Difference (c - f)	Class	(a) Land	(b) Improvement	(c) Total (a + b)	Class	(d) Land	(e) Improvement	(f) Total (d + e)									0									0									0									0									0									0	Total								0
Assessment BEFORE Adjustment				Assessment AFTER Adjustment				(g) Total Assessment Difference (c - f)																																																																																
Class	(a) Land	(b) Improvement	(c) Total (a + b)	Class	(d) Land	(e) Improvement	(f) Total (d + e)																																																																																	
								0																																																																																
								0																																																																																
								0																																																																																
								0																																																																																
								0																																																																																
								0																																																																																
Total								0																																																																																
5	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>Personal Property</th> <th>BEFORE Adjustment</th> <th>AFTER Adjustment</th> <th>Difference</th> </tr> </thead> <tbody> <tr> <td> ☒ Non-manufacturing ☐ Manufacturing </td> <td style="text-align: right;">311,470</td> <td style="text-align: right;">199,420</td> <td style="text-align: right;">112,050</td> </tr> </tbody> </table>								Personal Property	BEFORE Adjustment	AFTER Adjustment	Difference	☒ Non-manufacturing ☐ Manufacturing	311,470	199,420	112,050																																																																								
Personal Property	BEFORE Adjustment	AFTER Adjustment	Difference																																																																																					
☒ Non-manufacturing ☐ Manufacturing	311,470	199,420	112,050																																																																																					
6	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>Total manufacturing interest refund/rescinded</th> <th>(a)</th> <th>(b) = (a) x .80</th> <th>(c) = (a) x .20</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td style="text-align: right;">0</td> <td style="text-align: right;">0</td> </tr> </tbody> </table>								Total manufacturing interest refund/rescinded	(a)	(b) = (a) x .80	(c) = (a) x .20			0	0																																																																								
Total manufacturing interest refund/rescinded	(a)	(b) = (a) x .80	(c) = (a) x .20																																																																																					
		0	0																																																																																					
7	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3">Net taxes rescinded or refunded to be charged back to taxing jurisdictions – EXCLUDING INTEREST</th> </tr> <tr> <th>Code</th> <th>Name of Taxing Jurisdictions</th> <th>Net Tax</th> </tr> </thead> <tbody> <tr> <td>a.</td> <td>State of Wisconsin</td> <td></td> </tr> <tr> <td>b.</td> <td>County OZAUKEE</td> <td></td> </tr> <tr> <td>c.1</td> <td>Special district</td> <td></td> </tr> <tr> <td>c.2</td> <td>Special district</td> <td></td> </tr> <tr> <td>d.</td> <td>Local CITY OF CEDARBURG</td> <td></td> </tr> <tr> <td>e.</td> <td>School district < Select a School District ></td> <td></td> </tr> <tr> <td>f.</td> <td>Union high school district</td> <td></td> </tr> <tr> <td>g.</td> <td>Technical college district MILWAUKEE AREA TECHNICAL COLLEGE MILW</td> <td></td> </tr> <tr> <td>h.</td> <td>Total net tax rescinded or refunded – EXCLUDING INTEREST (This amount is after School Levy Tax Credit.)</td> <td style="text-align: right;">2,112.61</td> </tr> </tbody> </table>								Net taxes rescinded or refunded to be charged back to taxing jurisdictions – EXCLUDING INTEREST			Code	Name of Taxing Jurisdictions	Net Tax	a.	State of Wisconsin		b.	County OZAUKEE		c.1	Special district		c.2	Special district		d.	Local CITY OF CEDARBURG		e.	School district < Select a School District >		f.	Union high school district		g.	Technical college district MILWAUKEE AREA TECHNICAL COLLEGE MILW		h.	Total net tax rescinded or refunded – EXCLUDING INTEREST (This amount is after School Levy Tax Credit.)	2,112.61																																															
Net taxes rescinded or refunded to be charged back to taxing jurisdictions – EXCLUDING INTEREST																																																																																								
Code	Name of Taxing Jurisdictions	Net Tax																																																																																						
a.	State of Wisconsin																																																																																							
b.	County OZAUKEE																																																																																							
c.1	Special district																																																																																							
c.2	Special district																																																																																							
d.	Local CITY OF CEDARBURG																																																																																							
e.	School district < Select a School District >																																																																																							
f.	Union high school district																																																																																							
g.	Technical college district MILWAUKEE AREA TECHNICAL COLLEGE MILW																																																																																							
h.	Total net tax rescinded or refunded – EXCLUDING INTEREST (This amount is after School Levy Tax Credit.)	2,112.61																																																																																						
8	Select the appropriate statute and explanation why these taxes were rescinded or refunded. Statute no(s). 74.33 - Palpable error Explanation: Error in computed tax Additional explanation: (If you need more space, include as an attachment) 74.33 A palpable error was made in the personal property assessment of this parcel. Therefore the taxes were incorrectly calculated. 74.35 Recovery of unlawful taxes. 74.41 Charging back refunded or rescinded taxes.																																																																																							

9 Preparer name CATHY A TIMM	Email CTIMM@CI.CEDARBURG.WI.US
	Daytime phone (262) 375-7608

Signature Statement

Under penalties of law, I declare that this request and all attachments are true, correct, and complete to the best of my knowledge and belief. I attest that the taxes reported were rescinded or refunded before this filing.

Do you agree with the statement above?

☐ Yes

☐ No

*This w/B Submitted
to DOR after the Council
Mtg on 2/27/17.*

You must attach a complete copy of your tax bill. To attach a document, review "Attachments" in the instructions on page 2.

Submit Form

CITY CEDARBURG
W63 N645 WASHINGTON AVE
PO BOX 49
CEDARBURG, WI 53012-0049

OZAUKEE COUNTY - STATE OF WISCONSIN
PROPERTY TAX BILL FOR 2016
PERSONAL PROPERTY
GG & KR, LLC



Account Number: 130000387500
Bill Number: 279626

279626/130000387500
GG & KR, LLC
W62 N630 WASHINGTON AVE
CEDARBURG WI 53012

Important: Be sure this description covers your property. Note that this description is for tax bill only and may not be a full legal description. See reverse side for important information.

Location of Property/Legal Description
W62 N630 Washington Ave

Please inform treasurer of address changes.

ASSESSED VALUE LAND	ASSESSED VALUE IMPROVEMENTS	TOTAL ASSESSED VALUE	AVERAGE ASSMT. RATIO	NET ASSESSED VALUE RATE	NET PROPERTY TAX
0	311,470	311,470	0.973889838	0.01885424 (Does NOT reflect credits)	5872.52
ESTIMATED FAIR MARKET VALUE LAND	ESTIMATED FAIR MARKET VALUE IMPROVEMENTS	TOTAL ESTIMATED FAIR MARKET VALUE	☐ A star in this box means unpaid prior year taxes.	School taxes also reduced by school levy tax credit	
0	319,800	319,800		536.29	
TAXING JURISDICTION	2015 EST. STATE AIDS ALLOCATED TAX DIST.	2016 EST. STATE AIDS ALLOCATED TAX DIST.	2015 NET TAX	2016 NET TAX	% TAX CHANGE
STATE OF WISCONSIN	0	0	32.85	54.27	65.2%
OZAUKEE COUNTY	331,123	335,506	355.39	576.80	62.3%
CITY CEDARBURG	878,048	900,005	1,355.08	2,324.47	71.5%
SCHOOL #1015	5,677,356	5,816,868	1,568.81	2,514.14	60.3%
TECH SCHOOL	1,308,432	1,312,695	243.39	402.84	65.5%
TOTAL	8,194,959	8,365,074	3,555.52	5,872.52	65.2%
			FIRST DOLLAR CREDIT	0.00	0.00
			LOTTERY AND GAMING CREDIT	0.00	0.00
			NET PROPERTY TAX	3,555.52	5,872.52
TOTAL DUE: \$5,872.52					
FOR FULL PAYMENT, PAY TO LOCAL TREASURER BY: JANUARY 31, 2017					
Warning: If not paid by due dates, installment option is lost and total tax is delinquent subject to interest and, if applicable, penalty. Failure to pay on time. See reverse.					

FOR INFORMATION PURPOSES ONLY • Voter Approved Temporary Tax Increases

Taxing Jurisdiction	Total Additional Taxes	Total Additional Taxes Applied to Property	Year Increase Ends	Taxing Jurisdiction	Total Additional Taxes	Total Additional Taxes Applied to Property	Year Increase Ends

PAY 1ST INSTALLMENT OF: \$5,872.52	PAY 2ND INSTALLMENT OF: \$0.00	PAY FULL AMOUNT OF: \$5,872.52
BY JANUARY 31, 2017	BY JULY 31, 2017	BY JANUARY 31, 2017
AMOUNT ENCLOSED _____	AMOUNT ENCLOSED _____	AMOUNT ENCLOSED _____
MAKE CHECK PAYABLE AND MAIL TO:	MAKE CHECK PAYABLE AND MAIL TO:	MAKE CHECK PAYABLE AND MAIL TO:
CITY CEDARBURG W63 N645 WASHINGTON AVE PO BOX 49 CEDARBURG, WI 53012-0049	CITY CEDARBURG W63 N645 WASHINGTON AVE PO BOX 49 CEDARBURG, WI 53012-0049	CITY CEDARBURG W63 N645 WASHINGTON AVE PO BOX 49 CEDARBURG, WI 53012-0049
PIN# 130000387500 GG & KR, LLC BILL NUMBER: 279626	PIN# 130000387500 GG & KR, LLC BILL NUMBER: 279626	PIN# 130000387500 GG & KR, LLC BILL NUMBER: 279626



INCLUDE THIS STUB WITH YOUR PAYMENT



INCLUDE THIS STUB WITH YOUR PAYMENT



INCLUDE THIS STUB WITH YOUR PAYMENT

CITY CEDARBURG
W63 N645 WASHINGTON AVE
PO BOX 49
CEDARBURG, WI 53012-0049

Tax Receipt

Receipt Number

289355

Posted

Receipt Date

1/30/2017 9:13:00 AM

Payment Date

1/30/2017 9:13:00 AM

Entered 1/30/2017 10:36:35 AM by 58

Received Of

GG & KR, LLC

GG & KR, LLC
W62 N630 Washington Ave
Cedarburg, WI 53012

Payment Methods

Type	Check #	Amount
Check	1679	\$5,872.52
Total Received		\$5,872.52

Receipt is not valid until payments have cleared all banks.

Comments

Tax Parcels

Tax Parcel No.	Tax Year	Owner Name	General Tax	Sp. Assmt/Tax	Interest	Penalty	Total Paid
130000387500	2016	GG & KR, LLC	\$5,872.52	\$0.00	\$0.00	\$0.00	\$5,872.52

CITY OF CEDARBURG

MEETING DATE: February 27, 2017

ITEM NO: 9. C.

TITLE: Consider Ordinance No. 2017-06 amending Section 10-1-28(h) of the Code of Ordinances to establish four hour parking from 7:00 AM to 7:00 PM except Saturdays and Sundays on the west side of Hanover Avenue beginning 18 feet south of the Public Library driveway and continuing south to the intersection with Center Street; and action thereon. (Public Works and Sewerage Comm. 02/09/17)

ISSUE SUMMARY: Mary Ann Velnetske of the Ozaukee County Historical Society submitted the attached letter requesting four hour parking on the west side of Hanover Avenue between the library driveway and Center Street. This area is currently posted for two hour parking, but that causes those seeking longer term parking to park in front of the Depot building on Center Street which makes it difficult for the elderly volunteers that staff the center.

STAFF RECOMMENDATION: Staff does not object to the adoption of Ordinance 2017-06.

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION: The Public Works and Sewerage Commission recommended the change from two hour to four hour parking as stated in the Ordinance.

BUDGETARY IMPACT: \$100 for two new signs.

ATTACHMENTS:

- Unofficial Minutes of February 9, 2017 Public Works/Sewerage Commission meeting
- Letter received from the Ozaukee County Historical Society
- Letter received from the Library Director
- Copy of proposed ordinance

INITIATED/REQUESTED BY: Ozaukee County Historical Society

FOR MORE INFORMATION CONTACT: Tom Wiza – Director of Engineering and Public Works
(262)375-7610

**CITY OF CEDARBURG
PUBLIC WORKS AND SEWERAGE COMMISSION
February 9, 2017**

**PW/SEW20170209-1
UNAPPROVED MINUTES**

A meeting of the Public Works and Sewerage Commission of the City of Cedarburg, Wisconsin, was held Thursday, February 9, 2017 at Cedarburg City Hall, W63 N645 Washington Avenue, second floor, Council Chambers. The meeting was called to order at 7:00 p.m. by Mayor Kinzel.

Roll Call: Present - Mayor Kip Kinzel, Jim Slavin, Council Member Mike O'Keefe, Bill Oakes, Sandy Beck, Charles Schumacher

Absent- Gary Graham

Excused - Bob Dries, Judy Guse

Also Present - Director of Engineering and Public Works Tom Wiza, Wastewater Superintendent Eric Hackert, Public Works Secretary Kim Gordon

STATEMENT OF PUBLIC NOTICE

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

APPROVAL OF MINUTES

Motion made by Commissioner Slavin, seconded by Commissioner Oakes, to approve the minutes of January 12, 2017. Motion carried unanimously with Commissioner Dries and Commissioner Guse excused and Commissioner Graham absent.

COMMENTS AND SUGGESTIONS FROM CITIZENS

No comments or suggestions were offered at this time.

CONSIDER REQUEST FROM THE OZAUKEE COUNTY HISTORICAL SOCIETY TO CHANGE FROM 2 HOUR TO 4 HOUR PARKING ON THE WEST SIDE OF HANOVER AVENUE FROM CENTER STREET TO A POINT APPROXIMATELY 100 FEET NORTH OF CENTER STREET; AND ACTION THEREON

Director Wiza informed the Commissioners that Mary Ann Velnetske submitted a letter on behalf of the Ozaukee County historical society. They hope to free up a few parking spaces on Center Street to accommodate elderly volunteer staff and patrons at the depot building.

Mary Ann Velnetske stated that LaBudde Group employees park along Center Street because Hanover Avenue, in front of the building, is only 2 hour parking. And because there is only one standard parking spot and one handicap spot in the lot, she was hoping we would eliminate the 2 hour parking all together or make it 4 hour parking.

Neither Director Wiza nor the Police Chief have a strong opinion on this either way. The Police Chief does not object, but also was not sure this would have much of an impact on the shortage of parking in the area.

Motion made by Commissioner Oakes, seconded by Council Member Mike O'Keefe, to recommend the Council change parking on the west side of Hanover Avenue from the Library driveway to Center Street from 2 hour parking to 4 hour parking. Motion carried unanimously with Commissioner Dries and Commissioner Guse excused and Commissioner Graham absent.

CONSIDER REQUEST FROM OZAUKEE COUNTY TO PERMIT DIRECTIONAL SIGNS IN THE STREET RIGHT OF WAY FOR THE COUNTY FAIRGROUNDS; AND ACTION THEREON

Director Wiza explained the county would like to place direction signs for the fairgrounds on Washington Avenue at Piggly Wiggly Way and on Cambridge Avenue at the fairgrounds entrance.

Gerard Behlen was present to show the sign that the county would like to put up. There will be three signs that are 24"x30" brown with white letters, all reflective. One would be placed on Washington Avenue at Piggly Wiggly Way, one on Washington Avenue at Cambridge Avenue and one to the entrance of the county grounds on Cambridge Avenue.

Motion made by Commissioner Schumacher, seconded by Commissioner Oakes, to allow three 24"x30" brown with white letter signs to be placed. Motion carried unanimously with Commissioner Dries and Commissioner Guse excused and Commissioner Graham absent.

CONSIDER APPROVAL OF A CHANGE ORDER WITH ADVANCE CONSTRUCTION TO INSTALL TWO STAINLESS STEEL SLIDE GATES IN THE SHEBOYGAN LIFT STATION; AND ACTION THEREON

The Sheboygan Road lift station was designed to be fully expandable to accommodate future growth. The lift station incorporates a compartmentalized wet well with operational gates, but the gates were not planned to be installed in the first phase.

With the construction nearly complete, we are realizing that it will be advantageous to have these gates in place now, and the contractor has provided a quote in the amount of \$23,453.00 to complete the work.

Motion made by Commissioner Beck, seconded by Commissioner Oakes, to recommend the council approve the change order of \$23,453.00 as quoted to add slide gates to the Sheboygan Lift Station. Motion carried unanimously with Commissioner Dries and Commissioner Guse excused and Commissioner Graham absent.

ORDINANCE NO. 2017-06

**An Ordinance to Establish Four Hour Parking
on the West Side of Hanover Avenue Beginning 18 Feet South of the
Public Library Driveway and Continuing South to the Intersection with Center Street**

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

SECTION 1. Section 10-1-28(h) of the Municipal Code of the City of Cedarburg is hereby amended as follows:

SEC. 10-1-28 PARKING REGULATED ZONES.

(h) Parking for More Than Four (4) Consecutive Hours.

- (1) On the east and west sides of Washington Avenue for a distance of 100 feet north and south of the Poplar Avenue right-of-way lines extended.
- (2) Four hour parking from 7:00 a.m. to 7:00 p.m. except Saturdays and Sundays on the west side of Hanover Avenue beginning 18 feet south of the Public Library driveway and continuing south to the intersection with Center Street.

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

Passed and adopted this 27th day of February 2017.

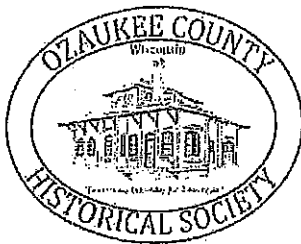
Michael O'Keefe, Acting Mayor

Countersigned:

Constance K. McHugh, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney



*Preserving Yesterday
For Tomorrow*

Ozaukee County Historical Society

January 10, 2017

City of Cedarburg
Mr. Tom Wiza-Dir. Of Engineering & Public Works
P.O. Box 49
W63 N645 Washington Ave.
Cedarburg WI 53012

RE: Parking Proposal

Dear Mr. Wiza:

I am on the board of directors for the Ozaukee County Historical Society and live in the neighborhood of the Interurban Depot-Hazel Wirth Archives and Research Center. As we discussed on the phone a few weeks ago, the volunteers of the Archives have expressed concern over the limited parking in the rear parking lot and on Center Street. We have one handicap and one standard spot behind our building. We have eight to ten volunteers staff the archives when it is open. We have many volunteers and patrons that are elderly and there is concern over the distance they have to walk and potential falls in the winter months. When these concerns were brought to my attention, I spoke to the John Censky -City of Cedarburg, the Rich Erickson-LaBudde Group, Linda Pierschalla-Library Director, Heather from Rachel's Roses and you.

The points that follow reflect information I gathered through my discussions:

- From John Censky, I learned some of the background about the redesigned library parking lot. The Ozaukee County Historical Society "OCHS" owns the land that the library parking lot occupies and there was an agreement between the City of Cedarburg and the OCHS that the acreage could be used for the new library parking lot so long as the City maintains it.
- From Rich Erickson, I learned that they do not have any particular parking issues. His employees park where they find space open on Center Street. He is a very good neighbor to OCHS and mentions that he tries to keep the one or two spots in front of Rachel's Roses open for her business.

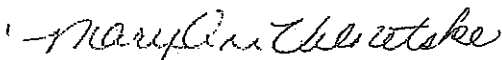
PO Box 206, Cedarburg, Wisconsin 53012

Ozaukee County Historical Society

- From Linda Pierschalla, I learned that she has her staff park in the rear library parking lot to leave the street parking open for library patrons. She expressed concern about having enough parking for her patrons, as well. Her patrons can park both north and south of the library on Hanover, in the rear lot, if space is available, and in the municipal lot on Hanover and Turner Streets.
- From Heather Latz at Rachel's Roses, I learned that the space or two in front of her building typically gets parked in and she has issues with receiving her deliveries. Her delivery truck stops in the middle of Center with the flashers on to make the deliveries. She also has limited parking when her customers come to pick up their purchases.
- From talking with you, I learned that the process for changing municipal parking is a lot more involved than I would have ever guessed, but I would like the Public Works Commission to consider and vote on my parking proposal. I have observed that on most weekdays, parking is open on Hanover in front of the LaBudde Building. My proposal is to remove the two-hour parking restrictions on south corner of Hanover and Center (in front of the LaBudde Building) and either allow parking at any time or revise it to allow four-hour parking. This would permit some of the LaBudde employees to park in front of their building and free up some of the spots for OCHS volunteers and patrons and Rachel's Roses customers and vendors on Center Street.

I greatly appreciate you taking the time to speak with me about these concerns and informing me of the process for making changes. Thank you for your consideration and that of the Public Works Commission.

Sincerely,



Mary Ann Velnetske
OCHS Board Member-2nd VP



February 21, 2017

To Cedarburg City Council Members-

This letter is in reference to the Public Works Commission recommendation to change the parking on the west side of Hanover Avenue from Center Street to a point approximately 100 feet north of Center Street from 2 hour to 4 hour parking. The recommendation they are making is in response to the proposal put before them by the Ozaukee County Historical Society (OCHS) to change the parking limit from 2 hours to 4 hours in the hopes LaBudde Group employees will park on Hanover Avenue instead of on Center Street in front of the Historical Center.

My concern about this, as I told the OCHS Board Member earlier when she inquired about it, is it will create difficulty for our own library patron parking. We already receive regular comments about the lack of parking and if the LaBudde Group employees begin to park on Hanover it will reduce the number of available parking opportunities further. We, too, have elderly people who use the library or parents with small children lugging strollers that need good parking access.

The hours of the OCHS are: Tuesdays 9am – 3pm, the 2nd and 4th Mondays from 5pm – 8pm and the 2nd Saturday of the month from 9am-11am. It seems a bit extreme to change the parking restriction for a section of desirable parking spaces for what is at the most 11 hours a week of operation.

What I would like to propose is instead of creating an ordinance to amend the current Code is having the OCHS Board Members meet with Library Staff and/or Library Board members to come up with a solution for the OCHS volunteers to use the parking spaces in the lot between the two buildings that is designated for OCHS Center and library parking. Since it is just a limited amount of time that parking is needed this seems to be a more practical solution than creating an ordinance that changes the parking limit time for every day of the week around the clock.

I think the Library can simply work with the OCHS for a solution rather than changing an existing Code along with the City having to purchase expensive new parking signage.

Thank you for the consideration,

Linda Pierschalla
Library Director

CITY OF CEDARBURG

MEETING DATE: February 27, 2017

ITEM NO: 9. D.

TITLE: Consider lease with Cedarburg Woman's Club, Inc. for the Girl Scout House located at W57 N475 Hilbert Avenue; and action thereon

ISSUE SUMMARY: On February 11, 1960 the Woman's Club titled the building known as "Girl Scout House" and the land to the City, and the City accepted the property. Leases for the Woman's Club to use the property have been approved since that time. The current lease between the City and the Cedarburg Woman's Club expires on February 28, 2017. A representative of the Woman's Club indicated they are interested in renewing this lease.

STAFF RECOMMENDATION: Approval of lease

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: The Woman's Club pays the City \$1 for the rental period. The City pays utilities, mows the lawn and provides snow removal. The Woman's Club pays for the telephone services and maintenance of the building.

ATTACHMENTS: Proposed Lease – same as previous lease except for change in dates

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

FOR MORE INFORMATION CONTACT: Christy, 376-3907

LEASE

THIS LEASE, made this 1st day of March, 2017, by and between the CITY OF CEDARBURG, a Wisconsin municipal corporation (hereinafter referred to as the "Landlord"), and CEDARBURG WOMAN'S CLUB, INC., a Wisconsin non-profit, non-stock corporation (hereinafter referred to as the "Tenant").

WITNESSETH, that the Tenant, for and in consideration of the covenants and agreements herein set forth hereby leases from the Landlord the premises hereinafter described.

ARTICLE 1. DEMISED PREMISES.

Landlord does hereby lease, demise and let solely unto the Tenant the premises located at W57 N475 Hilbert Avenue, Cedarburg, Wisconsin, 53012 together with any and all improvements, appurtenances, rights and easements benefiting, belonging or pertaining thereto more particularly described as follows:

Lot One (1) and the East Thirty-five (35) feet of Lot Two (2), Block Thirteen (13), Fred Hilgen's Addition, City of Cedarburg, Ozaukee, County, Wisconsin.

ARTICLE 2. TERM OF LEASE.

This Lease shall commence on March 1, 2017 and unless terminated sooner as hereinafter provided shall terminate at midnight on February 29, 2020. If Lease is not renewed, Tenant hereby agrees to vacate the demised premises on or before said termination date. Termination and renewal of this Lease is further subject to the terms of Article 15 hereof.

ARTICLE 3. RENT.

Tenant agrees to pay the Landlord for the demised premises, without offset or deduction, rent in the amount of One and no/100 (\$1.00) Dollar for the Lease term from March 1, 2017 through February 29, 2020 said amount being payable at the time of the execution of this instrument.

ARTICLE 4. UTILITIES AND SERVICE.

A. UTILITIES BY LANDLORD. Landlord shall be liable for the cost of providing heat to the premises and the cost of light, water and sewer utility services provided to the subject premises and Tenant shall be liable for the cost of providing telephone services to the subject premises.

B. NON-LIABILITY OF LANDLORD. Landlord shall not be liable for any losses, injuries or damages incurred by the Tenant due to an interruption in the supply of any utility service occasioned by the necessity to repair the utility service or any malfunction of the service.

ARTICLE 5. MAINTENANCE.

A. MAINTENANCE BY TENANT. Tenant shall, at its expense, keep the leased premises in as good repair as the same are in at the commencement of this Lease, except for normal wear and tear. Tenant shall further, at its expense, keep the leased premises in a clean and tenantable condition. In further consideration of this Lease, Tenant shall at its expense maintain and make all necessary repairs to the foundations, roof, exterior and load bearing walls of the building and repair and replacement of a

heating, plumbing, electrical and air-conditioning systems. Tenant, however, shall not be obligated to make any repair made necessary by the fault or negligence of the Landlord, its employees, agents or invitees. In the event Tenant is unable to pay the full cost of a repair or work of improvement on the premises, Landlord agrees to make all reasonable efforts to pay the cost of such item from its capital improvements budget and recoup such costs from Tenant upon such terms as are mutually agreeable. Failure of Tenant to pay such costs shall be regarded as a default in the same fashion as a failure to pay the basic rent due under the Lease. Tenant shall, at its expense, conform to all municipal ordinances and laws, rules and regulations of the State of Wisconsin, or governmental agency relating to sanitation, fire and matters of like nature, governing the maintenance and use of the leased premises.

B. MAINTENANCE BY LANDLORD. Landlord shall, at its expense, provide lawn mowing and snow removal service to the premises.

ARTICLE 6. REMODELING.

Tenant shall pay the costs of remodeling or redecorating the demised premises for the purpose of making it suitable for its intended use. Tenant shall consult with the Landlord prior to remodeling.

ARTICLE 7. LIABILITY FOR DAMAGE TO LANDLORD'S PROPERTY.

It is agreed, as evidenced by the execution of the Lease, that Tenant has examined and knows the condition of the demised premises and accept the same as is. The Landlord shall not be liable or responsible to the Tenant for damage occasioned to the property of the Tenant by fire or explosion (whether or not occasioned by the Landlord's negligence).

ARTICLE 8. USE OF DEMISED PREMISES.

The demised premises shall be used for Tenant meetings and any activities which they sponsor. Tenant agrees not to use or keep in or about the said premises any article or thing which would in any way affect the validity of any policy of insurance covering the demised premises.

ARTICLE 9. RIGHT OF ACCESS.

Tenant shall permit Landlord and its agents to enter on the demised premises or any part thereof at any time for the purpose of examining or inspecting the same or making such repairs or alternations as may be necessary for the safety or preservation thereof.

ARTICLE 10. VACATION OF PREMISES WITHOUT CONSENT.

Tenant agrees that if it should abandon or vacate said premises without the written consent of the Landlord before the expiration of said term, the Landlord shall be at liberty, at its option, to relet the same or apply the money derived from such reletting to the rent or other financial obligations due or to become due on this Lease, and that Tenant shall remain liable for any deficiency and agrees to pay the same.

ARTICLE 11. ASSIGNMENT OF LEASE.

Tenant agrees not to assign, mortgage, nor to sublet the demised premises, not to sell this Lease without the Landlord's prior consent in writing to the same. No assignment, sale or transfer shall, in any manner, operate to release the Tenant from the full performance of all the terms and conditions in this Lease on its part to be kept and performed and Tenant shall continue fully liable for the due performance

thereof. The acceptance by the Landlord of rent from Tenant's assignee shall not constitute a waiver of the provision of this Lease requiring the consent of the Landlord to an assignment of subletting by the Landlord, nor shall such acceptance of rent from the Tenant's assignee relieve in any manner (except to the extent of the amount of such payment) the Tenant from any of the obligations or covenants to be performed by the Tenant under the terms of this Lease.

ARTICLE 12. SAVE HARMLESS PUBLIC LIABILITY INSURANCE.

A. Tenant agrees to carry and pay premiums for public liability insurance insuring the Landlord and Tenant against injury to person, property, or loss of life for a least One Million (\$1,000,000) Dollars. Such insurance shall provide ten (10) days written notice to be given Landlord before any cancellation or termination thereof.

B. Landlord shall be named as an additional insured on all policies referred to in Article 12. Tenant shall deposit with Landlord a copy of such insurance policy or policies duly executed by Tenant's insurance carrier.

C. Tenant agrees to indemnify and hold harmless the Landlord from any and all claims, actions, suits, damages and expenses, including attorney fees arising either in law or in the facilities contemplated under this Lease or from the conduct or management of the business conducted by Tenant in the leased premises or from any breach or default on the part of the Tenant to be performed pursuant to the terms of this Lease, or from any act of negligence of Tenant, its agents, contractors, servants, employees, subleases, concessionaires, or licensed in or about the leased premises. In case any action or proceeding is brought against the Landlord by reason or by virtue of the Lease, Tenant, upon notice from Landlord, covenants to defend such action or proceeding by counsel reasonably satisfactory to Landlord. It is further understood and agreed that Landlord shall not be liable, and Tenant waives all claims for damage to person or property sustained by Tenant or Tenant's employees, agents, servants, invitees and customers, resulting from the building in which the leased premises are situated or the leased premises, or any equipment or appurtenance, becoming out of repair, or resulting from any accident in or about said building or the leased premises, or resulting directly or indirectly from any act or negligence of any other Tenant. This Article does not affect the right of Landlord or Tenant to enforce the provisions of this Lease.

D. Tenant shall be responsible for providing all fire and casualty insurance on its property of whatever kind moved onto the demised premises at its own expense.

E. To the extent of their insurance coverage, Landlord and Tenant waive any and all rights to recovery against the other, or against the officers, employees, agents or representatives of the other, for loss or damage to the injured party or its property or the property of others under its control, where such loss or damage is insured against by any insurance policy in force at the time of such loss or damage. This waiver shall be in force and effect only with respect to loss or damage occurring during such time as the insured party's policy or policies of insurance shall contain a clause to the effect that this release shall not affect said policy or policies or the right of said insured party to recover thereunder. Landlord and Tenant agree that their policies will include such a clause so long as it is obtainable without extra cost is chargeable therefor, each party will advise the other thereof and of the amount thereof, and the other party shall pay such extra cost.

ARTICLE 13. PARTIAL OR TOTAL DESTRUCTION OF THE PREMISES.

In the event the demised premises shall be partially or totally damaged or destroyed by fire or the elements whereby, in the sole opinion of the Landlord, said damage or destruction shall be of an extent so as to be uninhabitable by Tenant, the premises shall be closed and the Tenant occupation of the premises shall cease and suitable housing shall be provided to Tenant. The fixed rentals provided herein shall abate from the date of such closing until the premises are ready again for occupancy.

ARTICLE 14. IMPROVEMENTS: FIXTURES.

Tenant shall not make any permanent improvements, alterations or additions in, upon, or to the demised premises, or any part thereof, without the written consent of the Landlord. In the event such consent be obtained, all such alterations or adoptions shall be performed at the expense of the Tenant in a first class, workmanlike manner; and the Tenant covenants and agrees not to create, or suffer others to create, any lien or obligation against the premises of the Landlord by reason of the alterations or additions so authorized, and further, to hold the Landlord harmless of and from any and all claims and demands of third persons in any manner relating to or arising out of such work. All alterations or additions so made by the Tenant shall become a part of the realty, as a consequence of which the Tenant, upon the expiration of the demised term or cancellation thereof, shall have neither the right nor the obligation to remove the same. Tenant may from time to time install and affix to the premises, such as equipment and other personal property as may be necessary in the conduct of its business, and such thereof as shall so have been installed, whether permanently affixed thereto or otherwise, shall continue to be the property of the Tenant as long as the Tenant is not in default in the performance of any of its agreements herein, and may, and upon Landlord's request shall, be removed by Tenant prior to the expiration or termination of this Lease, provided, however, that Tenant shall at its own expense repair any damage to the premises resulting from such removal.

ARTICLE 15. TERMINATION AND RENEWAL.

This Lease is automatically terminable at the expiration of its term; provided, however, that in the event that at the time of the expiration of the term of this Lease there is no default existing or continuing in the performance by Tenant of any of the terms, covenants and conditions of this Lease, the Tenant shall have the option to renew this Lease upon the same terms as set forth herein for one (1) additional term of three (3) years. This option to renew may be exercised by written notice to Landlord not less than ninety (90) days prior to the expiration of the initial term or the first renewal term.

ARTICLE 16. COMPLIANCE WITH REGULATIONS.

Tenant shall comply in the use of the demised premises with all municipal ordinances and state and federal statutes now in force or which may hereafter be in force.

ARTICLE 17. DEFAULT OF TENANT.

A. In the event the Tenant shall fail to pay the rental or shall violate any of the covenants herein contained after fifteen (15) days' written notice of such default or breach shall have been given, or if the Tenant shall be adjudged bankrupt or insolvent, or shall make an assignment for the benefit of creditors, or if a receiver or trustee shall be appointed for Tenant's property and such receiver or trustee, as the case may be shall not be discharged within fifteen (15) days after such appointment, or if an execution or attachment is levied against Tenant's property or if this Lease shall be operation of law, devolve upon or pass to any person or persons other than the Tenant (except by merger, consolidation or

reorganization), the Landlord may reenter the leased premises and take possession thereof. In the event of such default and the forfeiture and termination of this Lease by Tenant, Landlord shall be entitled to reenter the leased premises as aforesaid and as the agent of Tenant, remove there from any property of Tenant, and may sublet and relet said premises or any part thereof from time to time for any unexpired part of the term of this Lease and Landlord may collect the rents therefor, applying them to the payment of the expenses of such reentry and reletting and then to the other charges due or to become due under this Lease, and the Tenant hereby agrees to pay any deficiency therefor.

B. No extensions of time, forbearance, neglect or waiver on the part of Landlord with respect to any one or more of the covenants, terms or conditions of this Lease, shall be construed as a waiver of any of the other covenants, terms or conditions of this Lease, or as an estoppel against Landlord, nor shall any extension of time, forbearance or waiver on the part of the Landlord in any one or estoppel in respect to any other instance or particular covered by this Lease.

C. In the event of any litigation between the parties hereto arising out of this Lease, or the leased premises, the prevailing party therein shall be allowed all reasonable attorneys' fees expended or incurred in such litigation to be recovered as a part of the costs therein.

ARTICLE 18. SURRENDER AT END OF TERM.

Tenant, upon termination of this Lease in any manner will surrender to the Landlord's possession of the demised premises in good condition and repair, ordinary wear and tear expected and loss through fire or other insurable risk excepted, and will deliver the keys to the Landlord.

ARTICLE 19. NOTICES.

Any notice from one party to the other hereunder shall be in writing and shall be deemed to have been duly given if delivered personally or mailed enclosed in a registered or certified postage paid envelope, addressed to the respective addresses hereinafter stated:

To Landlord at: City of Cedarburg
P.O. Box 49
Cedarburg, WI 53012

To Tenant at: Cedarburg Woman's Club, Inc.
P.O. Box 175
Cedarburg, WI 53012

Either Landlord or Tenant may at any time change such address by delivering or mailing, as aforesaid, notice at least ten (10) days prior to the effective date of such change to the other party.

ARTICLE 20. WAIVER OF PERSONAL LIABILITY.

The Landlord expressly agrees to look only to the assets of the corporate Tenant, not the officers, directors and other members of the corporate Tenant, for the satisfaction of any debt, damage, claim or obligations which arise under any term or condition of the Lease or which may accrue to the Landlord pursuant to the Lease.

ARTICLE 21.

MISCELLANEOUS.

A. If any term or provision of the Lease shall to any extent be held invalid or unenforceable, the remaining terms and provisions of this Lease shall not be affected thereby, but each term and provision of this Lease shall be valid and be enforced to the fullest extent permitted by law.

B. This Lease has been authorized by duly adopted resolutions of the Board of Directors of Tenant and shall be binding upon and inure to the benefit of its successors, grantees and assigns.

C. The headings of the respective paragraphs of this Lease are for convenience only and are not intended to nor shall they limit the provisions contained in said paragraphs.

D. This Lease shall be governed and construed according to the laws of the State of Wisconsin.

E. This Lease consisting of Twenty-one (21) Articles and seven (7) pages (all of which have been initialed by one of the corporate officers) contains the entire agreement between the parties and cannot be changed or supplemented orally.

Dated this _____ day of _____, 2017.

LANDLORD: CITY OF CEDARBURG
a municipal corporation

By: _____
Kip Kinzel, Mayor

By: _____
Constance K. McHugh, City Clerk

STATE OF WISCONSIN)
) SS.
OZAUKEE COUNTY)

Personally came before me, this ____ day of _____, 2017, Kip Kinzel, Mayor and Constance K. McHugh, City Clerk, of the above named Municipality, to me known to be the persons who executed the foregoing instrument and to me known to be such Mayor and City Clerk of said Municipality, and acknowledged that they executed the foregoing instrument as officers as the deed of said Municipality, by its authority.

Notary Public, State of Wisconsin
My Commission Expires: _____

TENENT: THE CEDARBURG WOMAN'S CLUB, INC.
a Wisconsin non-profit, non-stock corporation

By: _____ By: _____
President Secretary

STATE OF WISCONSIN)
) SS.
OZAUKEE COUNTY)

Personally came before me, this ____ day of _____, 2017 _____,
President and _____, Secretary of the above named corporation, to me known to be
the persons who executed the foregoing instrument and to me such President and Secretary of said
corporation, and acknowledged that they executed the foregoing instrument as officers as the deed of said
corporation, by its authority.

Notary Public, State of Wisconsin
My Commission Expires: _____

LEASE

LANDLORD: City of Cedarburg
W63 N645 Washington Avenue
P. O. Box 49
Cedarburg, WI 53012
(262) 375-7600

TENANT: Cedarburg Woman's Club, Inc.
P. O. Box 175
Cedarburg, WI 53012

TERM OF LEASE: This Lease shall commence on March 1, 2017 and shall terminate at midnight on February 29, 2020 subject to terms of Article 15.

RENT: Tenant agrees to pay the Landlord for the demised premises, without offset or deduction, rent in the amount of one and no/100 (\$1.00) for the Lease term from March 1, 2017 through February 29, 2020 said amount being payable at the time of the execution of this instrument.

GENERAL TERMS: landlord hereby leases to Tenant the premises through the Term according to the Schedule of Use in consideration of the payment of Rent, all as described above, and subject to the attached original Lease dated March 28, 1994. Each person signing on behalf of Tenant hereby warrants that he/she is authorized to do so and that Tenant is bound by the terms of this Lease.

Dated this ____ day of _____, 2017.

LANDLORD: CITY OF CEDARBURG
a municipal corporation

By: _____
Kip Kinzel, Mayor

By: _____
Constance K. McHugh, City Clerk

STATE OF WISCONSIN)
) SS.
OZAUKEE COUNTY)

Personally came before me, this __ day of _____, 2017, Kip Kinzel, Mayor and Constance K. McHugh, City Clerk, of the above named Municipality, to me known to be the person who executed the foregoing instrument and to me known to be such Mayor and City Clerk of said Municipality, and acknowledged that they executed the foregoing instrument as officers as the deed of said Municipality, by its authority.

Notary Public, State of Wisconsin
Commission Expires: _____

Dated this ____ day of _____, 2017.

TENANT: THE CEDARBURG WOMAN'S CLUB
a Wisconsin nonprofit, non-stock corporation

By: _____ By: _____
President Secretary

STATE OF WISCONSIN)
) SS.
OZAUKEE COUNTY)

Personally came before me, this ____ day of _____, 2017, _____
President and _____, Secretary, of the above named corporation to me known to be
the persons who executed the foregoing instrument and to me known to be such President and Secretary
of said corporation, and acknowledged that they executed the foregoing instrument as officers as the deed
of said corporation, by its authority.

Notary Public, State of Wisconsin
My Commission Expires: _____

CITY OF CEDARBURG

MEETING DATE: February 28, 2017

ITEM NO: 9. E.

TITLE: Consider April, 2017 Common Council meeting schedule; and action thereon

ISSUE SUMMARY: The regularly scheduled Council Meetings in April are Monday, April 10 and Monday, April 24. In addition, according to the City Code, the Council shall meet on the third Tuesday of April for the purpose of organization. New Council Members take their oaths at this meeting as well. This means the Council must meet on Tuesday, April 18 also.

Spring Break for the Cedarburg School District is from Monday, April 10 through Monday, April 17. Easter is April 15. I am not sure of Council Member's spring break/Easter schedules, but this may mean there could be some difficulty obtaining a quorum for the April 10 meeting.

Occasionally in the past the Council has combined meetings in April.

For informational purposes – Council Member terms (Districts 2, 4 and 6) begin on Tuesday, April 18th.

STAFF RECOMMENDATION: N/A

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: N/A

ATTACHMENTS: None

INITIATED/REQUESTED BY: Connie McHugh, City Clerk

FOR MORE INFORMATION CONTACT: Connie McHugh, 376-3919

CITY OF CEDARBURG
TRANSFER LIST
 '2/13/17-2/22/17

Date	Amount	Transfer to
PWSB CHECKING ACCOUNT		
2/15/2017	\$180,000.00	PWB Payroll
2/16/2017	\$495.00	Police Association Union-contributions for 1/29/17-2/11/17
2/16/2017	\$3,566.76	North Shore Bank-contributions for 1/29/17-2/11/17
2/16/2017	\$5,200.15	Health Savings Accounts-contributions for 1/29/17-2/11/17
2/16/2017	\$2,955.10	ICMA-contributions for 1/29/17-2/11/17
2/16/2017	\$100.00	State of Wisconsin-February garnishment
2/17/2017	\$14,986.43	State of Wisconsin-January sales tax
2/17/2017	\$2,000.00	PWSB Payroll
2/20/2017	\$28,429.42	Light & Water- January charges
2/20/2017	\$17,442.51	Light & Water- January charges
2/22/2017	\$2,190.28	Light & Water- January charges
2/22/2017	\$75,416.38	WCA-March health insurance premiums
2/22/2017	\$450.80	Superior Vision-March vision insurance premiums
2/22/2017	\$5,294.95	Met Life-March dental insurance premiums
	<u>\$338,527.78</u>	
PWSB PAYROLL ACCOUNT		
2/17/2017	\$124,521.53	Payroll for 1/29/17-2/11/17
2/17/2017	\$56,765.00	Payroll taxes for 1/29/17-2/11/17
	<u>\$181,286.53</u>	
PWSB MONEY MARKET ACCOUNT		
2/21/2017	\$2,237,059.70	Tax settlement with Cedarburg School District
PWSB TAX COLLECTION ACCOUNT		
2/17/2017	\$800,000.00	PWSB Money Market
BMO HARRIS TEMP INVESTMENT		
2/21/2017	\$4,724.29	Tax settlement with M-T School District
2/21/2017	\$463,945.17	Tax settlement with Ozaukee County and State
2/21/2017	\$296,159.57	Tax settlement with MATC
BMO HARRIS TAX COLLECTION		
2/17/2017	\$305,000.00	BMO Harris Money Market



CITY OF CEDARBURG
*Check Detail Register©

02/20/17 8:28 AM
Page 1

FEBRUARY 2017

	Check Amt	Invoice	Comment
111300 PWSB Checking			
Unpaid			
MADISON MARRIOTT WEST			
E 601-573850-330 TRAVEL & TRAINING	\$125.00		REGISTRATIO WW-2/22/17 HOTEL STAY-GOVERNMENT AFFAIRS SEMINAR
Total MADISON MARRIOTT WEST	\$125.00		
Unpaid			
WEGNER, PETER/OLSENS PIG			
E 100-519200-343 AWARDS, SUPPLIES	\$100.00		SERVICE AW 20 YEARS CONTINUOUS SERVICE AWARD
Total WEGNER, PETER/OLSENS PIG	\$100.00		
111300 PWSB Checking	\$225.00		

Fund Summary

111300 PWSB Checking	
100 GENERAL FUND	\$100.00
601 SEWERAGE FUND	\$125.00
	\$225.00



CITY OF CEDARBURG

*Check Detail Register©

02/17/17 10:10 AM
Page 2

FEBRUARY 2017

		Check Amt	Invoice	Comment
Total BEYER S HARDWARE STORE				
		\$115.13		
Unpaid CARQUEST AUTO PARTS				
E 100-533210-353	MAINTENANCE PARTS	\$47.02	1976-309548	DPW-BATTERY CHARGERS
E 100-533210-353	MAINTENANCE PARTS	(\$47.02)	1976-309663	DPW-CREDIT-BILLED IN ERROR
E 100-533210-351	GAS AND OIL EXPENSE	\$23.28	1976-309940	DPW-RED FUEL FILTER/DIESEL FUEL SUPPL-VEH #30
E 100-533210-351	GAS AND OIL EXPENSE	\$54.77	1976-309990	DPW-FUEL/LUBE-VEH #95
E 100-533210-351	GAS AND OIL EXPENSE	\$301.09	1976-310198	DPW-QUICK-STRUT ASSMBLYS/OIL/AIR FILTERS-VEH #50
E 100-533210-353	MAINTENANCE PARTS	\$22.68	1976-310237	DPW-OIL COOLER/ZIP TIES-2005 DIDGE CARAVAN
E 100-533210-353	MAINTENANCE PARTS	\$34.60	1976-310303	DPW-WHLNTACRN BLGE M1201-VEH #50
E 100-533210-353	MAINTENANCE PARTS	\$46.18	1976-310340	DPW-OXYGEN SENSORS-VEH #50
Total CARQUEST AUTO PARTS		\$482.60		
Unpaid CINTAS CORPORATION				
E 100-533210-350	OPERATING SUPPLIES	\$113.24	184799514	DPW-UNIFORMS
E 100-533210-350	OPERATING SUPPLIES	\$113.24	184801052	DPW-UNIFORMS
Total CINTAS CORPORATION		\$226.48		
Unpaid CUDAHY MUNICIPAL COURT				
R 100-451101	COURT PENALTIES & COSTS	\$149.20	BOND	BOND FOR JAKREASE J SIBLEY 09/28/1990-CUDAHY PD CASE D306062-1; CPD CASE 17-2291
Total CUDAHY MUNICIPAL COURT		\$149.20		
Unpaid FASTENAL COMPANY				
E 400-533210-847	DPW CENTER IMPROVEMENT	\$198.99	WISAU90539	PW FAC-METAL BASES
E 400-533210-847	DPW CENTER IMPROVEMENT	\$386.94	WISAU90540	PW FAC-DEEP 56 HOLE BINS
E 400-533210-847	DPW CENTER IMPROVEMENT	\$352.31	WISAU90552	PW FAC-24B BIN
E 100-533210-353	MAINTENANCE PARTS	\$177.22	WISAU90600	DPW-SAW18450
E 100-533210-351	GAS AND OIL EXPENSE	\$86.25	WISAU90601	DPW-SS DOOR HNG
Total FASTENAL COMPANY		\$1,201.71		
Unpaid GALL PLUMBING, INC				
E 260-555110-240	REPAIR AND MAINTENANCE	\$300.00	13884	LIBR-SERVICE TO HOT WATER HEATER
Total GALL PLUMBING, INC		\$300.00		
Unpaid HARTFORD POLICE DEPT				
E 100-522120-330	TRAVEL & TRAINING	\$35.00	TRAINING	PD-HARTFORD PD INSERVICE-R. KEGLEY
E 100-522130-330	TRAVEL & TRAINING	\$35.00	TRAINING	PD-HARTFORD PD INSERVICE-VAHSHOLTZ
Total HARTFORD POLICE DEPT		\$70.00		
Unpaid JACKSON CONCRETE INC.				
E 100-533311-240	REPAIR AND MAINTENANCE	\$252.00	0079736-IN	DPW-BAG LEAN CONCRETE/SLURRY MIX
Total JACKSON CONCRETE INC.		\$252.00		
Unpaid JX ENTERPRISES INC.				
E 100-533210-353	MAINTENANCE PARTS	\$74.10	b-270390129	DPW-KIT-FASTENER/COOLANT



CITY OF CEDARBURG
***Check Detail Register©**

02/17/17 10:10 AM
Page 3

FEBRUARY 2017

		Check Amt	Invoice	Comment
Total JX ENTERPRISES INC.		\$74.10		
Unpaid	LAKESIDE INTERNATIONAL LLC-MIL			
	G 100-212500 ACCRUED VOUCHERS PAYABLE	\$297.57	1200993P	DPW-KT, DEA540 RADI
	Total LAKESIDE INTERNATIONAL LLC-MIL	\$297.57		
Unpaid	LIGHT & WATER			
	G 100-256200 DUE TO LIGHT AND WATER	\$516.46	DELINQ. LIEN	DELINQUENT LIENS PAID ON 2016/2017 TAX ROLL
	Total LIGHT & WATER	\$516.46		
Unpaid	MASTER PRINTWEAR			
	G 220-212500 ACCRUED VOUCHERS PAYABLE	\$1,196.00	0042837-IN	DPW-SHIRTS
	Total MASTER PRINTWEAR	\$1,196.00		
Unpaid	MOEGENBURG WINDOW CLEAN			
	E 100-518100-240 REPAIR AND MAINTENANCE	\$110.00	20170213001	CITY HALL-CLEAN ENTRIES IN & OUT 2/1/17 & 2/13/17
	Total MOEGENBURG WINDOW CLEAN	\$110.00		
Unpaid	OFFICE DEPOT			
	E 601-573830-350 OPERATING SUPPLIES	\$87.48	895846773001	WW-BINDERS
	E 100-555510-310 OFFICE SUPPLIES	\$31.49	895914761001	PARKS-WHITE BOARD
	E 100-515600-310 OFFICE SUPPLIES	\$29.99	895914761001	TREAS-LEGAL RULED PADS
	Total OFFICE DEPOT	\$148.96		
Unpaid	ONTECH SYSTEMS, INC			
	E 100-514700-210 PROFESSIONAL SERVICES	\$483.50	26020	JANUARY 2017 PREFERRED SERVER CARE
	Total ONTECH SYSTEMS, INC	\$483.50		
Unpaid	OZAUKEE ACE HARDWARE			
	E 100-533210-353 MAINTENANCE PARTS	\$15.98	149055	DPW-AAA/AA BATTERIES
	Total OZAUKEE ACE HARDWARE	\$15.98		
Unpaid	OZAUKEE DISPOSAL CORPORATION			
	E 601-573830-297 REFUSE COLLECTION	\$1,525.00	IN39978	WW-JANUARY 2017 2 YARD DUMPSTER (PICK UP)
	Total OZAUKEE DISPOSAL CORPORATION	\$1,525.00		
Unpaid	PIRTEK MENOMONEE FALLS			
	E 100-533210-353 MAINTENANCE PARTS	\$16.94	S2426122.001	DPW-BULKHEAD NIPPLES/REDUCER JIC
	Total PIRTEK MENOMONEE FALLS	\$16.94		
Unpaid	PORTAL, INC			
	G 100-264000 SENIOR CENTER TOURS	\$150.00	70018	SR CTR TOURS-1/29/17 TRANSPORTATION-PABST THEATRE
	Total PORTAL, INC	\$150.00		
Unpaid	RYCHTIK WELDING, INC.			
	E 400-533210-847 DPW CENTER IMPROVEMENT	\$162.05	49563	PW FAC-FABRICATE STEEL TABLE TOP
	Total RYCHTIK WELDING, INC.	\$162.05		



CITY OF CEDARBURG

*Check Detail Register©

02/17/17 10:10 AM
Page 4

FEBRUARY 2017

		Check Amt	Invoice	Comment
Unpaid	SAN-A-CARE, INC.			
E 400-533210-847	DPW CENTER IMPROVEMENT	\$341.20	430599	PW FAC.-BUC SYM GRNCERT FM HW
E 100-533210-350	OPERATING SUPPLIES	\$160.65	431621	DPW-SCOTT ROLL TOWELS
	Total SAN-A-CARE, INC.	\$501.85		
Unpaid	SNAP-ON INDUSTRIAL			
E 100-533210-380	EQUIPMENT/CAPITAL OUTLA	\$1,611.70	ARV/31420142	DPW-FOAM SET BLACK/RED
	Total SNAP-ON INDUSTRIAL	\$1,611.70		
Unpaid	SNI SOLUTIONS			
E 100-533450-450	SNOW AND ICE MATERIALS	\$3,731.24	136667	DPW-GEOBLEND C20
E 100-533450-450	SNOW AND ICE MATERIALS	\$3,233.30	136677	DPW-GEO BLEND SC316
	Total SNI SOLUTIONS	\$6,964.54		
Unpaid	TIME WARNER CABLE			
E 100-514700-220	Internet	\$1,039.60	702696601	CH-INTERNET
E 100-514700-220	Internet	\$84.34	707260101	EM-INTERNET
E 100-518100-225	TELEPHONE	\$66.98	708014601	PRI-CH
E 100-513100-225	TELEPHONE	\$7.44	708014601	PRI-MAYOR
E 100-513200-225	TELEPHONE	\$7.44	708014601	PRI-ADMIN
E 100-514100-225	TELEPHONE	\$37.21	708014601	PRI-CLERKS
E 100-515600-225	TELEPHONE	\$22.32	708014601	PRI-TREAS
E 100-515400-225	TELEPHONE	\$14.88	708014601	PRI-ASSESSOR
E 100-522310-225	TELEPHONE	\$14.88	708014601	PRI-BLDG INSP
E 100-533110-225	TELEPHONE	\$22.32	708014601	PRI-ENG
E 100-566310-225	TELEPHONE	\$14.88	708014601	PRI-PLANNING
E 100-533210-225	TELEPHONE	\$29.77	708014601	PRI-DPW
E 220-555390-225	TELEPHONE	\$29.77	708014601	PRI-REC
E 100-555140-225	TELEPHONE	\$14.88	708014601	PRI-SENIOR CTR
E 601-573825-225	TELEPHONE	\$59.53	708014601	PRI-WW
E 100-522410-225	TELEPHONE	\$22.32	708014601	PRI-EM
E 100-522230-225	TELEPHONE	\$14.88	708014601	PRI-FD
E 240-555320-225	TELEPHONE	\$37.21	708014601	PRI-POOL
	Total TIME WARNER CABLE	\$1,540.65		
Unpaid	TRUCK COUNTRY OF WISC			
E 100-533210-353	MAINTENANCE PARTS	\$980.35	R207004832:0	DPW-REPAIRS TO GEAR BOX ON VEH #91
	Total TRUCK COUNTRY OF WISC	\$980.35		
Unpaid	VALU RITE CORPORATION			
E 100-515400-210	PROFESSIONAL SERVICES	\$1,125.00	CONTRACT	ASSESSOR-FEBRUARY 2017 COMMERCIAL
	Total VALU RITE CORPORATION	\$1,125.00		
Unpaid	WASC-VERONA			
E 100-555140-330	TRAVEL & TRAINING	\$75.00	MEMBERSHIP SR CTR-2017	MEMBERSHIP RENEWAL
	Total WASC-VERONA	\$75.00		
Unpaid	WASTE MANAGEMENT OF WISCONSIN			



CITY OF CEDARBURG

*Check Detail Register©

02/17/17 10:10 AM
Page 5

FEBRUARY 2017

Check Amt Invoice Comment

E 100-533710-290 MAINT/CONTRACTED SERVIC	\$34,151.91	60218733-227	RUBBISH-JANUARY 2017
E 100-533730-290 MAINT/CONTRACTED SERVIC	\$16,519.36	60218733-227	RECYCLING-JANUARY 2017
total WASTE MANAGEMENT OF WISCONSIN	\$50,671.27		

Unpaid **WE ENERGIES**

E 100-522410-224 NATURAL GAS	\$161.09	0073-603-522	EM-WESTERN RD
E 100-522230-224 NATURAL GAS	\$1,334.56	0461-777-971	FD-MEQUON AVE
E 100-555510-224 NATURAL GAS	\$219.17	1010-312-045	BOY SCOUT HOUSE
E 100-555510-224 NATURAL GAS	\$152.79	1201-902-213	GIRL SCOUT HOUSE
E 601-573840-224 NATURAL GAS	\$57.00	1215-012-928	WW-GARFIELD LS #9
E 601-573840-224 NATURAL GAS	\$12.75	1231-799-804	WW-KENZIE WAY LS #11 (SHEB RD)
E 260-555110-224 NATURAL GAS	\$1,203.52	2664-690-477	LIBR-HANOVER
E 100-533210-222 ELECTRIC	\$271.92	3090-975-495	HWY 60-ELECTRIC
E 601-573840-224 NATURAL GAS	\$14.78	3226-404-229	WW-EVERGREEN CT LS #7
E 601-573825-224 NATURAL GAS	\$198.80	3676-352-296	WW-PARK LANE WWTP-UV
E 240-555320-224 NATURAL GAS	\$26.35	3800-407-384	POOL-EVERGREEN BLVD
E 100-522230-224 NATURAL GAS	\$787.68	3867-586-082	FD-MEQUON AVE
E 100-518100-224 NATURAL GAS	\$1,239.97	4273-838-952	CH-WASHINGTON AVE
E 601-573840-224 NATURAL GAS	\$14.75	4840-580-943	WW-HIGHLAND DR LS #8
E 100-518100-224 NATURAL GAS	\$1,450.76	6030-376-666	LINCOLN BLDG
E 601-573825-224 NATURAL GAS	\$523.66	6058-143-423	WW-PARK LN-CONTROL BLDG
E 100-533210-224 NATURAL GAS	\$2,466.21	6625-353-957	DPW-JOHNSON AVE
E 601-573840-224 NATURAL GAS	\$11.74	6625-972-176	WW-DORCHESTER LS #4
E 240-555320-224 NATURAL GAS	\$10.23	6829-107-991	POOL-EVERGREEN BLVD-STE 2
E 601-573840-224 NATURAL GAS	\$11.74	7009-148-866	WW-KEUP RD LS #10
E 100-518100-224 NATURAL GAS	\$1,664.98	9472-045-425	COMPLES-GYM
Total WE ENERGIES	\$11,834.45		

Unpaid **WI SCTF-BOX 74400**

G 100-215914 COURT ORDERED DEDUCTIONS	\$4.62	4576521	PR#4 GARNISHMENT-JEROME T. BRODY
Total WI SCTF-BOX 74400	\$4.62		

Unpaid **WISCONSIN EMERGENCY MANAGEMENT**

E 100-522120-330 TRAVEL & TRAINING	\$200.00	CONFERENC	PD-WISC EMERG. MGMT CONF-B. MEYER
WISCONSIN EMERGENCY MANAGEMENT	\$200.00		

Unpaid **WITTENBERG FLOOR COVERING,INC.**

E 100-518100-380 EQUIPMENT/CAPITAL OUTLA	\$11,134.00	16850	CH-PO# CH367-INSTALL 1ST FLOOR CARPETING- ABBEY HOT CIRCUIT SP284-17700 TERMINAL
total WITTENBERG FLOOR COVERING,INC.	\$11,134.00		

 111300 PWSB Checking \$135,863.12



CITY OF CEDARBURG
*Check Detail Register©

02/17/17 10:10 AM
Page 6

FEBRUARY 2017

Check Amt Invoice Comment

Fund Summary

111300 PWSB Checking

100 GENERAL FUND	\$88,537.63
220 RECREATION PROGRAMS FUND	\$1,225.77
240 SWIMMING POOL FUND	\$73.79
260 LIBRARY FUND	\$1,982.58
400 CAPITAL IMPROVEMENTS FUND	\$41,524.87
601 SEWERAGE FUND	\$2,518.48
	\$135,863.12



CITY OF CEDARBURG

02/17/17 11:29 AM

Page 1

Check Detail Register©Agilex Payments 2/20/2017*

FEBRUARY 2017

	Check Amt	Invoice	Comment
111300 PWSB Checking			
Unpaid			
COMPLETE OFFICE OF WISCONSIN			
E 100-515400-310 OFFICE SUPPLIES	\$14.08	755278	ASSESSOR-LEGAL MANILA FOLDERS
E 601-573825-312 COMPUTER/COPIER SUPPLIE	\$249.28	755278	WW-CANON TONER S35 CARTRIDGES
Total COMPLETE OFFICE OF WISCONSIN	\$263.36		
Unpaid			
DISCOVERY COACH			
G 100-264000 SENIOR CENTER TOURS	\$100.00	9261	SR TOURS-DEPOSIT-ARLINGTON 8/24/17
Total DISCOVERY COACH	\$100.00		
Unpaid			
FIVE CORNERS DODGE			
E 100-533210-353 MAINTENANCE PARTS	\$127.26	109660	DPW-COOLER/HOSE
Total FIVE CORNERS DODGE	\$127.26		
Unpaid			
HEAVY EQUIPMENT SPECIALISTS			
E 100-533440-240 REPAIR AND MAINTENANCE	\$139.72	24297	DPW-07BB BLADE
Total HEAVY EQUIPMENT SPECIALISTS	\$139.72		
Unpaid			
HI-LINE			
E 100-533210-350 OPERATING SUPPLIES	\$454.13	10517041	DPW-DUPLEX WIRE
Total HI-LINE	\$454.13		
Unpaid			
LA ROSA LANDSCAPE			
E 260-555110-290 MAINT/CONTRACTED SERVIC	\$192.81	52907	LIBR-JAN/FEB SHOVEL, DE-ICE
E 260-555110-290 MAINT/CONTRACTED SERVIC	\$244.01	53000	LIBR-1/25 & 26/2017 DE-ICE/SHOVEL
Total LA ROSA LANDSCAPE	\$436.82		
Unpaid			
MID-AMERICAN RESEARCH CHEMICAL			
E 100-518100-350 OPERATING SUPPLIES	\$361.61	0599778-IN	COMPLEX-DUTCH APPLE DEOD-METERED/DISPENSERS
E 601-573835-347 SUPPLIES AND EXPENSES	\$555.00	0600042-IN	WW-HYPER-FOAM JETTER FOAM
E 601-573835-347 SUPPLIES AND EXPENSES	\$474.20	0600044-IN	WW-CREMESICLE CITRUS ODOR NEUTRIL/JETTER FOAM
Total MID-AMERICAN RESEARCH CHEMICAL	\$1,390.81		
Unpaid			
MIT RENTAL, LLC 2016			
E 400-533210-847 DPW CENTER IMPROVEMENT	\$95.00	11800	PW FAC.-JANUARY 2017 CONTAINER RENTAL-UNIT #1174047
E 100-533440-240 REPAIR AND MAINTENANCE	\$2,005.00	11822	DPW-PURCHASE OF 40' CONTAINER
Total MIT RENTAL, LLC 2016	\$2,100.00		
Unpaid			
NORTH CENTRAL LABORATORIES			
E 601-573825-370 LAB SUPPLIES	\$693.43	385243	WW-METHYL ALCOHOL/ANHYDROUS/ACS
Total NORTH CENTRAL LABORATORIES	\$693.43		
Unpaid			
QUALITY STATE OIL CO., INC.			
G 100-161500 FUEL INVENTORY	\$6,721.06	1581015	JANUARY 2017 FUEL
E 100-533210-351 GAS AND OIL EXPENSE	\$145.13	2751157	DPW-TERRACAIR DSL EXHAUST FLUID



CITY OF CEDARBURG

*Check Detail Register©

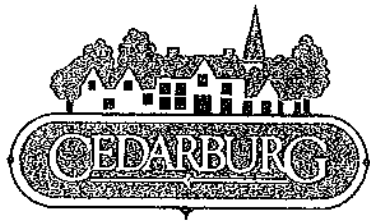
02/17/17 11:29 AM
Page 2

FEBRUARY 2017

	Check Amt	Invoice	Comment
G 100-212500 ACCRUED VOUCHERS PAYABLE	(\$145.13)	Credit	DPW-CREDIT FOR DUPLIC PYMT-INV2744097 12/9/16 CK#24077
G 100-212500 ACCRUED VOUCHERS PAYABLE	(\$29.93)	Credit	DPW-CREDIT FOR DUPLICATE PYMT 12/22/2016 CHECK #24077
Total QUALITY STATE OIL CO., INC.	\$6,691.13		
Unpaid SHERWIN INDUSTRIES, INC.			
E 100-533311-240 REPAIR AND MAINTENANCE	\$594.90	sc037493	DPW-SHERPATCH COLD ASPHALT BULK
Total SHERWIN INDUSTRIES, INC.	\$594.90		
Unpaid SHERWIN-WILLIAMS			
E 100-533311-240 REPAIR AND MAINTENANCE	\$319.28	0839-1	DPW-RX-PRO GUN /ACCESSORIES
Total SHERWIN-WILLIAMS	\$319.28		
Unpaid SOUTHSIDE TIRE CO., INC.			
E 100-533210-353 MAINTENANCE PARTS	\$960.00	838105	DPW-4 MONGO WIDE RETREADS
Total SOUTHSIDE TIRE CO., INC.	\$960.00		
Unpaid ULINE			
E 100-533210-353 MAINTENANCE PARTS	\$287.20	84091734	DPW-RACK PROTECTORS/SLEEVES/KEY CABINET
Total ULINE	\$287.20		
Unpaid UNIFIRST CORPORATION			
E 601-573825-372 SAFETY EQUIPMENT	\$38.71	096 0946321	WW-UNIFORMS
E 260-555110-290 MAINT/CONTRACTED SERVIC	\$48.75	096 0946342	LIBR-MATS
Total UNIFIRST CORPORATION	\$87.46		
Unpaid VEOLIA ES INDUSTRIAL SERVICES			
E 601-573825-294 SLUDGE HAULING	\$19,440.00	1003-25623	WW-JANUARY 2017 BIOSOLIDS HAULING
Total VEOLIA ES INDUSTRIAL SERVICES	\$19,440.00		
111300 PWSB Checking	\$34,085.50		

Fund Summary

111300 PWSB Checking	
100 GENERAL FUND	\$12,054.31
260 LIBRARY FUND	\$485.57
400 CAPITAL IMPROVEMENTS FUND	\$95.00
601 SEWERAGE FUND	\$21,450.62
	\$34,085.50



CITY OF CEDARBURG

02/10/17 11:23 AM

Page 1

*Check Detail Register©

Agilex Payments

FEBRUARY 2017

	Check Amt	Invoice	Comment
111300 PWSB Checking			
Unpaid			
EGELHOFF LAWNMOWER SERVICE			
E 601-573830-340 MAINTENANCE SUPPLIES	\$131.20	223525	BLADES ROTOR & SCRAPER
Total EGELHOFF LAWNMOWER SERVICE	\$131.20		
Unpaid			
FIVE CORNERS TRUCK & AUTO			
E 100-533210-353 MAINTENANCE PARTS	\$69.25	100023	DPW-SENSOR
Total FIVE CORNERS TRUCK & AUTO	\$69.25		
Unpaid			
FOX WELDING			
E 100-533210-350 OPERATING SUPPLIES	\$40.30	279203	DPW-ACETYLENE CYLINDER RENTAL
Total FOX WELDING	\$40.30		
Unpaid			
HEAVY EQUIPMENT SPECIALISTS			
E 100-533210-353 MAINTENANCE PARTS	\$197.29	24238	DPW-FITTINGS
Total HEAVY EQUIPMENT SPECIALISTS	\$197.29		
Unpaid			
HI-LINE			
E 100-533210-353 MAINTENANCE PARTS	\$312.75	10513140	DPW-SCOTCH 33/STAND/DRILL BIT SET
Total HI-LINE	\$312.75		
111300 PWSB Checking	\$750.79		

Fund Summary

111300 PWSB Checking	
100 GENERAL FUND	\$619.59
601 SEWERAGE FUND	\$131.20
	\$750.79



CITY OF CEDARBURG

02/10/17 10:40 AM

Page 1

*Check Detail Register©

FEBRUARY 2017

		Check Amt	Invoice	Comment
111300	PWSB Checking			
Unpaid	A LYNEIS ELECTRIC LLC			
E 100-522310-210	PROFESSIONAL SERVICES	\$360.00	5413	B.I.-12/19-20/16 AND 1/25 & 31/2017 INSPECTIONS
	Total A LYNEIS ELECTRIC LLC	\$360.00		
Unpaid	ADP, LLC.			
E 100-515600-210	PROFESSIONAL SERVICES	\$449.10	487865970	TREAS-1/28/17 PAYROLL
	Total ADP, LLC.	\$449.10		
Unpaid	ASSOCIATED BENEFIT & RISK CON.			
E 100-515600-210	PROFESSIONAL SERVICES	\$1,534.00	105545	TREAS-FEBRUARY 2017 CONSULTING SERVICES
G 100-156200	DUE FROM LIGHT & WATER	\$383.00	105545	L&W-FEBRUARY 2016 CONSULTING SERVICES
	Total ASSOCIATED BENEFIT & RISK CON.	\$1,917.00		
Unpaid	AT&T			
E 100-522110-225	TELEPHONE	\$193.46	414Z45-63209	PD-PHONE
	Total AT&T	\$193.46		
Unpaid	BAKER & TAYLOR AUDIOBOOK PRE			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$365.22	2032601129	LIBR-CMDS
	Total BAKER & TAYLOR AUDIOBOOK PRE	\$365.22		
Unpaid	BAKER & TAYLOR AV PRE PROCESS			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$228.27	B42435500	LIBR-DVDS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$25.13	B42794230	LIBR-DVDS
	Total BAKER & TAYLOR AV PRE PROCESS	\$253.40		
Unpaid	BAKER & TAYLOR BOOKS			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$16.59	2032601493	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$17.15	2032614214	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$6.51	2032614215	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$31.50	2032614216	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$43.07	2032614217	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$77.53	2032614219	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$15.48	2032614220	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$51.09	2032614221	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$462.00	2032614222	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$17.15	2032614223	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$14.92	20326147686	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$16.04	2032617687	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$16.08	2032617688	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$73.73	2032617689	LIBR-BOOKS
	Total BAKER & TAYLOR BOOKS	\$858.84		
Unpaid	BEYER S HARDWARE STORE			
E 100-533210-350	OPERATING SUPPLIES	\$42.97	127937	DPW-RAFT SQUARES LEVEL/BUSHING
E 100-555510-240	REPAIR AND MAINTENANCE	\$18.98	127972	PARKS-CLEANER/SHOP TOWELS
E 100-555510-240	REPAIR AND MAINTENANCE	\$8.99	128059	PARKS-CLEANER



CITY OF CEDARBURG
***Check Detail Register©**

02/10/17 10:40 AM
Page 2

FEBRUARY 2017

		Check Amt	Invoice	Comment
E 100-555510-240	REPAIR AND MAINTENANCE	\$8.54	128107	PARKS-TAPE
E 400-533210-847	DPW CENTER IMPROVEMENT	\$34.02	128158	DPW-ROTARY HAMMER RENTAL
E 100-533210-350	OPERATING SUPPLIES	\$8.54	128160	DPW-T-ROD
E 100-533210-350	OPERATING SUPPLIES	\$2.98	128161	DPW-LIQUID NAILS
E 100-533210-350	OPERATING SUPPLIES	\$17.23	128162	DPW-HARDWARE
E 100-533210-350	OPERATING SUPPLIES	\$7.53	128174	DPW-HARDWARE
E 601-573830-340	MAINTENANCE SUPPLIES	\$48.56	128291	WW-NOZZLE/HINGE/HOSE
E 100-533311-240	REPAIR AND MAINTENANCE	\$172.75	128299	DPW-HEAD LAMP
E 100-533311-240	REPAIR AND MAINTENANCE	\$44.79	128301	DPW-LD CORD WRAP/EXT. CORD/CONNECTOR
E 100-533210-353	MAINTENANCE PARTS	\$5.36	128322	DPW-HARDWARE
E 601-573830-340	MAINTENANCE SUPPLIES	\$6.46	128329	WW-PULL APART KEY RING/HARDWARE
E 601-573830-340	MAINTENANCE SUPPLIES	\$16.63	128339	WW-COUPLING/BRUSH
E 400-533210-847	DPW CENTER IMPROVEMENT	\$176.32	128377	DPW-HARDWARE/GLASS CUT
E 100-533210-353	MAINTENANCE PARTS	\$15.28	128383	DPW-SDS HAMM BITS
E 400-533210-847	DPW CENTER IMPROVEMENT	\$37.63	128396	DPW-GLASS CUT/HARDWARE
E 100-522120-347	SUPPLIES AND EXPENSES	\$18.23	128424	PD-BLUE TAPE/SPRAY PAINTS
E 601-573830-340	MAINTENANCE SUPPLIES	\$8.88	128426	WW-PULL APART KEY RING
E 601-573830-342	JANITORIAL SUPPLIES	\$23.91	128432	WW-PUSH BROOM/BLEACH
E 100-533210-353	MAINTENANCE PARTS	\$0.76	128433	DPW-HARDWARE
E 601-573840-340	MAINTENANCE SUPPLIES	\$10.73	128456	WW-SS CLAMPS
E 100-533210-350	OPERATING SUPPLIES	\$24.29	128463	DPW-HARDWARE
E 601-573830-340	MAINTENANCE SUPPLIES	\$10.78	128472	WW-NIPPLE/COUPLING
E 100-533210-353	MAINTENANCE PARTS	\$5.08	128478	DPW-HARDWARE/TAP DRILL BIT
Total BEYER S HARDWARE STORE		\$776.20		
Unpaid BOEHLKE HARDWARE				
E 601-573830-340	MAINTENANCE SUPPLIES	\$147.00	36631	WW-RK 71 CH/34HF CH
Total BOEHLKE HARDWARE		\$147.00		
Unpaid BROWNS OF TWO RIVERS				
E 601-573845-240	REPAIR AND MAINTENANCE	\$170.31	0490943-IN	WW-HITCH
Total BROWNS OF TWO RIVERS		\$170.31		
Unpaid BUBLITZ CREATIVE				
E 260-555110-382	LIBRARY TECHNOLOGY	\$45.00	3240	LIBR-INSTALL WORDFENCE/RUN SCANS
Total BUBLITZ CREATIVE		\$45.00		
Unpaid BURKE TRUCK & EQUIPMENT INC				
E 100-533450-340	MAINTENANCE SUPPLIES	\$615.00	21290	DPW-MOTOR HYD 1" KEYED SHAFT
Total BURKE TRUCK & EQUIPMENT INC		\$615.00		
Unpaid BUSINESS CARD				
E 220-555390-347	SUPPLIES AND EXPENSES	(\$69.95)	0070	REC PROG.-CREDIT-ACTIVE NETWORK
E 100-555510-330	TRAVEL & TRAINING	\$119.00	0070	PARKS-ILLINOIS LANDSCAPE CONF
E 400-533210-847	DPW CENTER IMPROVEMENT	\$1,242.51	0070	DPW-WEBSTAIRANT STORE/WALL CONTROL/OFFMAX
E 100-555510-240	REPAIR AND MAINTENANCE	\$32.98	0070	PARKS-SMARTSIGN
E 100-555510-240	REPAIR AND MAINTENANCE	\$61.60	0070	PARKS-CONTAINERSTORE.COM



CITY OF CEDARBURG

*Check Detail Register©

02/10/17 10:40 AM
Page 3

FEBRUARY 2017

		Check Amt	Invoice	Comment
E 400-533210-847	DPW CENTER IMPROVEMENT	\$152.32	6193	DPW-AMAZON.COM-PROJECTOR CEILING MOUNT KIT
E 100-533210-350	OPERATING SUPPLIES	\$119.94	6193	DPW-MENARDS
E 400-533210-847	DPW CENTER IMPROVEMENT	\$323.75	6193	DPW-MENARDS
E 100-519200-343	AWARDS, SUPPLIES	\$200.00	6193	DPW-CABELAS-P. REGNITZ RETIRE. GIFT CARD
E 100-533210-350	OPERATING SUPPLIES	\$69.95	9823	DPW-ACTIVE NETWORK-CORRECTION
E 601-573850-330	TRAVEL & TRAINING	\$145.00	9823	WW-WWOA SEMINAR REG.-KELLEY
E 601-573850-323	STATE OF WI FEES	\$205.00	9823	WW-DMA EPAY-WI DMA
E 601-573850-323	STATE OF WI FEES	\$5.13	9823	WW-DMA EPAY-WI DMA CONV. FEE
E 601-573850-330	TRAVEL & TRAINING	\$25.75	9823	WW-WWOA REG.-MALONE
E 100-515600-390	OTHER EXPENSES	\$3.18	9823	TREAS-FINANCE CHARGE-CARD 9823
Total BUSINESS CARD		\$2,636.16		

Unpaid CARQUEST AUTO PARTS				
E 100-533210-353	MAINTENANCE PARTS	(\$115.18)	1976-309188	DPW-CREDIT-BATTERY 31-30-RETURNED DEFECTIVE
E 100-533210-353	MAINTENANCE PARTS	\$36.53	1976-309305	DPW-DISTR. CAP/ROTOR-VEH #54
E 100-533210-351	GAS AND OIL EXPENSE	\$43.47	1976-309316	DPW-LUBE SPIN-ON
E 100-533210-353	MAINTENANCE PARTS	\$8.39	1976-309338	DPW-HALOGEN SEALED BEAM
E 100-533210-351	GAS AND OIL EXPENSE	\$3.01	1976-309354	DPW-CFI 85042 LUBE-VEH #71
E 100-533210-353	MAINTENANCE PARTS	\$38.21	1976-309771	DPW-TPMS SENSOR VEH #72
E 100-533210-353	MAINTENANCE PARTS	\$2.75	1976-309845	DPW-TRAILER CONNECTOR-VEH #93
E 100-533210-350	OPERATING SUPPLIES	\$100.00	1976-309893	DPW-USED HOSE CUTTER
Total CARQUEST AUTO PARTS		\$117.18		

Unpaid CDW GOVERNMENT, INC.				
E 260-555110-312	COMPUTER/COPIER SUPPLIE	\$204.70	GPG1163	LIBR-HP26A TONER CARTRIDGE
E 260-555110-310	OFFICE SUPPLIES	\$233.16	GPG1163	LIBR-WST PT HP COLOR TONERS
Total CDW GOVERNMENT, INC.		\$437.86		

Unpaid CEDARBURG LIGHT & WATER				
E 601-573835-226	WATER SERVICE	\$55.68	6468	WW-2016 4TH QTR HYDRANT METERS
E 100-533210-226	WATER SERVICE	\$36.16	6468	DPW-2016 4TH QTR HYDRANT METERS
G 601-187032	SHEBOYGAN RD LIFT STATION	\$25,142.98	6483	WW-SHEBOYGAN LS-PRIMARY ELEC EXTENSION
G 601-187032	SHEBOYGAN RD LIFT STATION	\$6,041.54	6486	WW-SHEBOYGAN LS-LABOR, MTRL & EQUIPMENT-PRIMARY EXTENSION
E 400-533210-847	DPW CENTER IMPROVEMENT	\$18,365.08	6488	PW FAC-INSTALL TEMP. FACILITIES
E 601-573850-216	L&W BILLING	\$8,908.93	6499	WW-FEBRUARY 2017 SEWERAGE
Total CEDARBURG LIGHT & WATER		\$58,550.37		

Unpaid CHAMBER OF COMMERCE-CAP IMPR				
E 210-566700-721	CHAMBER TOURISM & DEVEL	\$5,281.58	ROOM TAX	2016 4TH QTR ROOM TAXES
Total CHAMBER OF COMMERCE-CAP IMPR		\$5,281.58		

Unpaid CHAMBER OF COMMERCE-GEN VISITO				
E 210-566700-721	CHAMBER TOURISM & DEVEL	\$15,844.74	ROOM TAX	2016 4TH QTR ROOM TAXES
Total CHAMBER OF COMMERCE-GEN VISITO		\$15,844.74		

Unpaid CHARTIER, LEE				
-----------------------------	--	--	--	--



CITY OF CEDARBURG

02/10/17 10:40 AM

Page 4

*Check Detail Register©

FEBRUARY 2017

		Check Amt	Invoice	Comment
G 100-261400	OVERPAYMENT OF TAXES	\$180.90	TAX REFUND	2016 TAX REFUND
	Total CHARTIER, LEE	\$180.90		
Unpaid	CINTAS CORPORATION			
E 100-533210-350	OPERATING SUPPLIES	\$108.31	184796389	DPW-UNIFORMS
E 100-533210-350	OPERATING SUPPLIES	\$113.24	184797931	DPW-UNIFORMS
	Total CINTAS CORPORATION	\$221.55		
Unpaid	CLEAN SOURCE LLC			
E 260-555110-290	MAINT/CONTRACTED SERVIC	\$575.00	013117-CPL	LIBR-JANUARY 2017 JANITORIAL
	Total CLEAN SOURCE LLC	\$575.00		
Unpaid	COLUMBIA ST. MARYS CORPORATE W			
E 100-522130-210	PROFESSIONAL SERVICES	\$102.00	28781	PD-AUDIOGRAMS/TESTING
	Total COLUMBIA ST. MARYS CORPORATE W	\$102.00		
Unpaid	COMPASS MINERALS AMERICA			
E 100-533450-450	SNOW AND ICE MATERIALS	\$6,294.42	71593174	DPW-BULK HWY COARSE W/YPS SALT
E 100-533450-450	SNOW AND ICE MATERIALS	\$5,068.19	71594263	DPW-BULK HWY COARSE W/YPS SALT
E 100-533450-450	SNOW AND ICE MATERIALS	\$11,693.39	71597356	DPW-BULK HWY COARSE W/YPS SALT
	Total COMPASS MINERALS AMERICA	\$23,076.00		
Unpaid	CULLIGAN OF WEST BEND			
E 100-518100-240	REPAIR AND MAINTENANCE	\$115.29	502-05564679-	COMPLEX-SR CTR WTR SOFTENER RENTAL 2/1/17-4/30/17
E 100-518100-240	REPAIR AND MAINTENANCE	\$124.62	502-05621610-	COMPLEX-GYM WTR SOFTENER RENTAL 2/1/17-4/30/17
E 200-544210-245	HOUSE MAINTENANCE	\$52.65	502X02499797	CEMETERY-HAMILTON HOUSE
	Total CULLIGAN OF WEST BEND	\$292.56		
Unpaid	DAVE SEEGER TRUCK SERVICE LLC			
E 400-533210-847	DPW CENTER IMPROVEMENT	\$400.00	1690	DPW-HTD STORAGE-2 SWEEPERS
	Total DAVE SEEGER TRUCK SERVICE LLC	\$400.00		
Unpaid	DIRECT PROMOTIONS/M2 LLC			
E 100-533210-350	OPERATING SUPPLIES	\$200.00	11754	DPW-CITY OF CEDARBURG STICKERS
E 100-533210-350	OPERATING SUPPLIES	\$301.67	21535	DPW-BLACK FLEECE BEANIE W/LOGO
E 100-533210-350	OPERATING SUPPLIES	\$136.61	21602	DPW-KIT HATS-CITY OF CEDARBURG/DPW
	Total DIRECT PROMOTIONS/M2 LLC	\$638.28		
Unpaid	EQUIPMENT GARAGE			
E 100-533210-350	OPERATING SUPPLIES	\$20.80	59902	DPW-BLADE GUIDE KIT
	Total EQUIPMENT GARAGE	\$20.80		
Unpaid	EXTINGUISHERS AT RANDOM LLC			
E 100-533210-350	OPERATING SUPPLIES	\$297.50	FIRE EXT.	DPW-SIGNS
	Total EXTINGUISHERS AT RANDOM LLC	\$297.50		
Unpaid	FASTENAL COMPANY			



CITY OF CEDARBURG

02/10/17 10:40 AM

Page 5

*Check Detail Register©

FEBRUARY 2017

		Check Amt	Invoice	Comment
E 100-533210-353	MAINTENANCE PARTS	\$72.05	WISAU90225	DPW-TAPCON/TRUBOLTS
E 100-533210-353	MAINTENANCE PARTS	\$8.46	WISAU90329	DPW-DROP-IN/SET TOOLS
	Total FASTENAL COMPANY	\$80.51		
Unpaid	FESTIVAL CITY SYMPHONY			
G 100-264000	SENIOR CENTER TOURS	\$84.00	TICKETS	SR TOURS-1/29/17 SYMPHONY TICKETS
	Total FESTIVAL CITY SYMPHONY	\$84.00		
Unpaid	GEMPLER S			
E 601-573825-372	SAFETY EQUIPMENT	\$275.86	SIO3135326	WW-SAFETY GLASSES
	Total GEMPLER S	\$275.86		
Unpaid	GRAINGER			
E 400-533210-847	DPW CENTER IMPROVEMENT	\$91.21	9326060606	DPW-TOOL RACKS
	Total GRAINGER	\$91.21		
Unpaid	HEIN ELECTRIC SUPPLY CO			
E 400-533210-847	DPW CENTER IMPROVEMENT	\$140.71	319176-00	DPW-PAIR CM BLUE/PLUGS
	Total HEIN ELECTRIC SUPPLY CO	\$140.71		
Unpaid	HOME DEPOT CREDIT SERVICES			
E 400-533210-847	DPW CENTER IMPROVEMENT	\$81.97	603532201041	DPW-MILWAUKEE DRIVE SET
E 400-533210-847	DPW CENTER IMPROVEMENT	\$1,559.71	603532201041	DPW-TABLE SAW
E 400-533210-847	DPW CENTER IMPROVEMENT	\$1,477.00	603532201041	DPW-TABLE SAW
E 100-518100-350	OPERATING SUPPLIES	\$84.98	603532201041	COMPLEX-CORNER MLDG/PANEL BOARD
E 260-555110-350	OPERATING SUPPLIES	\$34.05	603532201041	LIBR-B&D HEAT GUN
	Total HOME DEPOT CREDIT SERVICES	\$3,217.71		
Unpaid	HOUSEMAN & FEIND, LLP			
E 100-516100-211	EXTRAORDINARY SERVICES	\$247.00	41181	TID 3-JANUARY 2017
E 100-516100-211	EXTRAORDINARY SERVICES	\$4,522.20	41181	CHICKENS/FOOD TRUCK/ROOM RENTALS/BEER LICENSE ISSUE/MONOPOLE
E 100-516100-211	EXTRAORDINARY SERVICES	\$2,046.50	41182	AMCAST-JANUARY 2017
E 100-522110-212	ATTORNEY/CONSULTANT	\$1,624.45	41187	PD-TRAFFIC-JANUARY 2017
	Total HOUSEMAN & FEIND, LLP	\$8,440.15		
Unpaid	KAPCO			
E 260-555110-310	OFFICE SUPPLIES	\$92.45	1316286	LIBR-VINYL LABEL PROTECTORS
	Total KAPCO	\$92.45		
Unpaid	L.M. CONSTRUCTION			
E 100-533311-240	REPAIR AND MAINTENANCE	\$2,756.91	CONCRETE	SETUP AND POUR AT EIGHT VARIOUS LOCATIONS
	Total L.M. CONSTRUCTION	\$2,756.91		
Unpaid	LAERDAL MEDICAL CORPORATION			
E 220-555390-372	SAFETY EQUIPMENT	\$178.90	2017/2000009	REC -CPR SUPPLIES
	Total LAERDAL MEDICAL CORPORATION	\$178.90		
Unpaid	LAKESIDE INTERNATIONAL LLC			



CITY OF CEDARBURG

02/10/17 10:40 AM

Page 6

*Check Detail Register©

FEBRUARY 2017

	Check Amt	Invoice	Comment
E 100-533210-353 MAINTENANCE PARTS	\$60.82	3048730P	DPW-GASKET OIL PAN
Total LAKESIDE INTERNATIONAL LLC	\$60.82		
Unpaid LEAGUE OF WI.MUNICIPALITIES			
E 100-514100-310 OFFICE SUPPLIES	\$105.00	MANUAL	CLERKS-3 COPIES HANDBOOK FOR MUNIC. OFFICIALS
Total LEAGUE OF WI.MUNICIPALITIES	\$105.00		
Unpaid MIDWEST INDUSTRIES INC			
E 400-522120-724 OFFICER EQUIPMENT	\$2,990.00	116980	PD-30MM QD SCOPE MOUNT
Total MIDWEST INDUSTRIES INC	\$2,990.00		
Unpaid MILLER-BRADFORD AND RISBERG			
E 100-533210-353 MAINTENANCE PARTS	\$133.88	PO1769	DPW-FILTERS
Total MILLER-BRADFORD AND RISBERG	\$133.88		
Unpaid MIT RENTAL, LLC 2016			
E 400-533210-847 DPW CENTER IMPROVEMENT	\$380.00	11759	DECEMBER 2016 CONTAINER RENT
Total MIT RENTAL, LLC 2016	\$380.00		
Unpaid NAPA AUTO PARTS			
E 601-573830-340 MAINTENANCE SUPPLIES	\$16.99	864333	WW-FHP POWERATED BELT
E 601-573830-340 MAINTENANCE SUPPLIES	\$16.99	865253	WW-FHP POWERATED BELT
Total NAPA AUTO PARTS	\$33.98		
Unpaid NEWMAN CHEVROLET			
E 100-533210-353 MAINTENANCE PARTS	\$130.00	152078	DPW-CONTROL
Total NEWMAN CHEVROLET	\$130.00		
Unpaid OLSEN S PIGGLY WIGGLY			
E 100-519200-343 AWARDS, SUPPLIES	\$40.16	32368	EMPL REL-1/25/17 EMPLOYEE MTG REFRESHMENTS
Total OLSEN S PIGGLY WIGGLY	\$40.16		
Unpaid ORKIN COMMERCIAL SERVICES			
E 260-555110-290 MAINT/CONTRACTED SERVIC	\$414.72	28508016	LIBR-PC STANDARD-EOM7 SERVICE
Total ORKIN COMMERCIAL SERVICES	\$414.72		
Unpaid PIRTEK MENOMONEE FALLS			
E 100-533311-240 REPAIR AND MAINTENANCE	\$482.97	S2424884.001	DPW-COUPPLERS/NIPPLES/O-RING
E 100-533210-351 GAS AND OIL EXPENSE	\$165.10	S2426448.001	DPW-CAP F VEP13R
Total PIRTEK MENOMONEE FALLS	\$648.07		
Unpaid PITNEY BOWES GLOBAL FINANCIAL			
E 100-514100-240 REPAIR AND MAINTENANCE	\$112.51	3302749827	CLERKS-EQUIPMENT LEASE
Total PITNEY BOWES GLOBAL FINANCIAL	\$112.51		
Unpaid R A SMITH NATIONAL			
G 100-239256 DEVEL AGREE-FAIRFIELD MANO	\$278.00	128985	GLEN AT CEDAR CREEK P#1-DEC 2016 SERVICES
G 100-239252 DEVELOPERS AGREE-PRAIRIE VI	\$1,796.30	128986	PRAIRIE VIEW PII-DECEMBER 2016 SERVICES



CITY OF CEDARBURG

*Check Detail Register©

02/10/17 10:40 AM
Page 7

FEBRUARY 2017

		Check Amt	Invoice	Comment
Total R A SMITH NATIONAL		\$2,074.30		
Unpaid	RICKERT, RAE			
	R 220-467329 SUMMER SOCCER	\$55.00	REFUND	REFUND FOR SOCCER LEAGUE CANCELLATION
	Total RICKERT, RAE	\$55.00		
Unpaid	RICOH USA, INC			
	E 100-522110-240 REPAIR AND MAINTENANCE	\$107.21	50486914088	PD-ADDITIONAL IMAGES
	Total RICOH USA, INC	\$107.21		
Unpaid	ROAD EQUIPMENT PARTS CENTER			
	E 100-533210-353 MAINTENANCE PARTS	\$150.70	WM843563 1	DPW-AIR SPRING
	Total ROAD EQUIPMENT PARTS CENTER	\$150.70		
Unpaid	RUEKERT & MIELKE			
	E 601-573825-312 COMPUTER/COPIER SUPPLIE	\$1,552.32	117837	1/1/17-1/20/17 SCADA SYSTEM SUPPORT
	Total RUEKERT & MIELKE	\$1,552.32		
Unpaid	RUNKEL, KEVIN			
	E 100-522410-380 EQUIPMENT/CAPITAL OUTLA	\$31.27	REIMBURSEM	EM-SHELVING FOR GARAGE FROM HOME DEPOT
	Total RUNKEL, KEVIN	\$31.27		
Unpaid	RYCHTIK WELDING, INC.			
	E 100-533450-340 MAINTENANCE SUPPLIES	\$357.50	49366	DPW-REWORK STAINLESS STEEL SPREADERS
	Total RYCHTIK WELDING, INC.	\$357.50		
Unpaid	SENTIMENTAL PRODUCTIONS			
	E 260-555110-319 PUBLICATIONS AND SUBSCRI	\$375.00	306954	LIBR-SUBSCRIPTIONS
	Total SENTIMENTAL PRODUCTIONS	\$375.00		
Unpaid	SHERWIN INDUSTRIES, INC.			
	E 100-533311-240 REPAIR AND MAINTENANCE	\$178.20	SC037423	DPW-SHERPATCH COLD ASPHALT
	Total SHERWIN INDUSTRIES, INC.	\$178.20		
Unpaid	SHORT ELLIOTT HENDRICKSON INC			
	E 400-518100-806 CITY HALL IMPROVEMENTS	\$6,638.70	327697	MONOPOLE FEASIBILITY STUDY-JANUARY 2017
	Total SHORT ELLIOTT HENDRICKSON INC	\$6,638.70		
Unpaid	SOUTHSIDE TIRE CO., INC.			
	E 100-533210-353 MAINTENANCE PARTS	\$1,209.10	837953	DPW-BRASS VALVE STEM/TIRE MOUNTS
	Total SOUTHSIDE TIRE CO., INC.	\$1,209.10		
Unpaid	STAPLES ADVANTAGE			
	E 100-555510-310 OFFICE SUPPLIES	\$85.63	8042911865	REC-COLORED PAPER
	Total STAPLES ADVANTAGE	\$85.63		
Unpaid	STERN ENTERPRISES			
	E 601-573830-340 MAINTENANCE SUPPLIES	\$2,443.00	1376	WW-PO#WW748-TAILGATE SPREADER
	Total STERN ENTERPRISES	\$2,443.00		



CITY OF CEDARBURG

*Check Detail Register©

02/10/17 10:40 AM
Page 8

FEBRUARY 2017

		Check Amt	Invoice	Comment
Unpaid	STREICHER S POLICE EQUIPMENT			
E 100-522130-346	UNIFORMS	(\$12.99)	CM275593	PD-CREDIT-PMAGS
E 100-522120-346	UNIFORMS	\$355.00	I1247085	PD-GAS MASK
E 100-522130-346	UNIFORMS	\$56.50	I1247484	PD-EARPLUGS/KNIFE
E 100-522120-346	UNIFORMS	\$64.50	I1247581	PD-BARRELS/POUCH
E 100-522120-347	SUPPLIES AND EXPENSES	\$50.00	I247705	PD-LENS
	Total STREICHER S POLICE EQUIPMENT	\$513.01		
Unpaid	TIME WARNER CABLE			
E 400-533210-847	DPW CENTER IMPROVEMENT	\$200.00	707258501	DPW-STOP1
E 100-533210-350	OPERATING SUPPLIES	\$375.89	707258501	DPW-STOP1
E 100-555510-220	Internet	\$229.65	707258501	PARKS-STOP1
	Total TIME WARNER CABLE	\$805.54		
Unpaid	TRANS UNION LLC			
E 100-522110-225	TELEPHONE	\$238.60	01708996	PD-REPORTS
	Total TRANS UNION LLC	\$238.60		
Unpaid	TRANSUNION RISK & ALTERNATIVE			
E 100-522110-225	TELEPHONE	\$25.00	428298	PD-1/31/17 TLOXP
	Total TRANSUNION RISK & ALTERNATIVE	\$25.00		
Unpaid	TYCO INTEGRATED SECURITY LLC			
E 260-555110-240	REPAIR AND MAINTENANCE	\$140.82	27763727	LIBR-TIME AND MATERIAL SERVICE 12/22/16
	Total TYCO INTEGRATED SECURITY LLC	\$140.82		
Unpaid	UBS FINANCIAL SERVICES			
E 100-522230-152	RETIREMENT	\$1,032.33	2016 LOSA	FD-3 ADDITIONAL MEMBERS-2016 LOSA PROGRAM
	Total UBS FINANCIAL SERVICES	\$1,032.33		
Unpaid	UNEMPLOYMENT INSURANCE			
E 700-519400-393	UNEMPLOYMENT COMPENSA	\$369.20	000008188917	JANUARY 2017 UNEMPLOYMENT INSURANCE
	Total UNEMPLOYMENT INSURANCE	\$369.20		
Unpaid	UNIFIRST CORPORATION			
E 601-573825-372	SAFETY EQUIPMENT	\$98.11	096 0945296	WW-UNIFORMS
	Total UNIFIRST CORPORATION	\$98.11		
Unpaid	V&H, INC.			
E 400-533210-815	STREET SWEEPER	\$1,450.00	21748	DPW-DPW728-VEH #6-CUMMINS EXT. ENGINE WARRANTY
E 400-533210-827	DUMP TRUCK W/PLOW	\$2,650.00	21749	DPW-DPW729-VEH #99-CUMMINS EXT. ENGINE WARRANTY
	Total V&H, INC.	\$4,100.00		
Unpaid	VERIZON WIRELESS			
E 100-522110-225	TELEPHONE	\$649.58	9779498194	PD-PHONE
	Total VERIZON WIRELESS	\$649.58		



CITY OF CEDARBURG

*Check Detail Register©

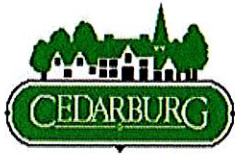
02/10/17 10:40 AM
Page 9

FEBRUARY 2017

		Check Amt	Invoice	Comment
Unpaid	W.H. JACKLIN, INC.			
E 100-522100-240	REPAIR AND MAINTENANCE	\$651.10	30292	PD-SERVICE TO VALVE IN MENS LOCKER ROOM
	Total W.H. JACKLIN, INC.	\$651.10		
Unpaid	WAREHOUSE EQUIPMENT CO			
E 400-533210-847	DPW CENTER IMPROVEMENT	\$1,527.50	28413	DPW-USED TEARDROPS/WIRE DECKS
E 400-533210-847	DPW CENTER IMPROVEMENT	\$50.00	28451	DPW-SHIM/FOOT PLATES
	Total WAREHOUSE EQUIPMENT CO	\$1,577.50		
Unpaid	WEBER, JOSEPH			
R 100-451301	PARKING VIOLATIONS	\$31.00	REFUND	REFUND-DUPLICATE PAYMENT FOR PARKING CITATION W62338
	Total WEBER, JOSEPH	\$31.00		
Unpaid	WMCA			
E 100-514100-330	TRAVEL & TRAINING	\$30.00	REGISTR.	CLERKS-3/2/17 DISTR. 5 MEETING
	Total WMCA	\$30.00		
Unpaid	ZUERN BUILDING PRODUCTS			
E 100-533210-350	OPERATING SUPPLIES	\$8.20	898944	DPW-LUMBER
E 400-533210-847	DPW CENTER IMPROVEMENT	\$33.04	899282	DPW-LUMBER
E 400-533210-847	DPW CENTER IMPROVEMENT	\$9.64	899496	DPW-LUMBER
E 400-533210-847	DPW CENTER IMPROVEMENT	\$17.29	899521	DPW-LUMBER
E 100-533210-350	OPERATING SUPPLIES	\$27.10	899591	DPW-LUMBER/EXT. FLAT HEAD/MARKER
E 100-533210-350	OPERATING SUPPLIES	\$14.37	899594	DPW-LUMBER
	Total ZUERN BUILDING PRODUCTS	\$109.64		
	111300 PWSB Checking	\$160,859.92		

Fund Summary

111300 PWSB Checking	
100 GENERAL FUND	\$50,170.50
200 CEMETERY FUND	\$52.65
210 ROOM TAX FUND	\$21,126.32
220 RECREATION PROGRAMS FUND	\$163.95
260 LIBRARY FUND	\$3,592.36
400 CAPITAL IMPROVEMENTS FUND	\$40,008.40
601 SEWERAGE FUND	\$45,376.54
700 RISK MANAGEMENT FUND	\$369.20
	<u>\$160,859.92</u>



City of Cedarburg

City Administrator's Report

February 23, 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—There is still wrap-up work to do on the fire alarm system in the new Public Works building. Terry Masse began as a new Public Works Crew Person on Monday.

The bids for the 2017 Street & Utility project will be opened on March 7.

The Public Works crew is working on the yard set-up for waste drop-off to begin April 1. Flyers will be distributed explaining a one-time fee of \$30 to use the facility.

Parks, Recreation & Forestry— The work on the creek at Behling Field is completed except for some remediation and tree planting.

The Department received quotes, all within budget, to replace the pool heater in March or April. The Activity Guide will be released on April 1. Future work includes repairing the fence at Behling Field and the basketball hoops at Cedar Pointe Park.

The Parks & Forestry crew have been working on garbage collection, cycle pruning in Georgetown and tree removals. A contractor has been working on ash tree removals. Superintendent Westphal is working on GIS tree updates and placing the tree order for this spring.

Wastewater—The new employees are being trained in Confined Space and Work Zone Safety, and will attend a five day class to become State certified. They are currently working on the maintenance area at the plant.

Library— Join your friends, neighbors, family, and Cedarburg Friends of the Library for a community-wide Book Club Event (Cedarburg Reads) starting March 1. The program book is *Population: 485* by Author Michael Perry. The author will speak on March 16 at the Cedarburg Cultural Center.

The Winter Book sale held on February 17 –19 was a success and surpassed last year's sale. All proceeds are used to enhance library services and programs.

Police—Finn Brill began as a new Dispatcher at the Police Department on Monday. Two people will be interviewed this week for the open dispatcher position. There were a number of break-ins to downtown businesses during the weekend. There was also a break-in at the St. Francis Borgia property over the weekend.

Light & Water—The Utility has an accepted offer for the Administrative Manager position from Mari Lauer who will begin employment on March 6.

Administrator— An employee meeting was held on Wednesday to explain the Emergency Response Plan followed by a Work Plan meeting for Department Heads. Wednesday, I attended the Community Development Authority meeting to discuss the developer's agreement for the Amcast property. Today, Aurora presented the process for Health Risk Assessments this year, for employees and their spouses who are covered by the City's health insurance.

Respectfully submitted,

Christy Mertes, City Administrator/Treasurer