



**CITY OF CEDARBURG
Common Council
January 12, 2026
Minutes**

1. CALL TO ORDER

A meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, January 12, 2026, at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers.

Mayor Patricia Thome called the meeting to order at 7:00 p.m.

2. ROLL CALL

Roll Call:

Present - Mayor Patricia Thome, Council Members Melissa Bitter, Jim Fitzpatrick, Kristin Burkart, Amanda Didier, Kristian Lindo, Mark Mueller

Excused - Council Member Robert Simpson

Also Present - City Administrator Mikko Hilvo, Attorney Michael Herbrand, City Clerk Jessica Campolo, Director of Engineering and Public Works Michael Wieser, City Forester Kevin Westphal, interested citizens and news media.

3. MOMENT OF SILENCE

A moment of silence was held.

4. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

5. STATEMENT OF PUBLIC NOTICE

At Mayor Thome's request, City Clerk Campolo verified that notice of this meeting was posted in accordance with the Wisconsin Open Meetings Law.

6. COMMENTS AND SUGGESTIONS FROM CITIZENS

Comments from citizens on a listed agenda item will be taken when the item is addressed by the Council. At this time, individuals can speak on any topic not on

the agenda for up to 2 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. Written public comment regarding agenda or non-agenda items may be submitted to cityhall@cityofcedarburg.wi.gov by noon on the day of the meeting for distribution to the Common Council.

1.) Terry King W63 N762 Sheboygan Road

Terry requested the City's policy on Zoom meetings be revisited.

7. PRESENTATIONS

A. Oath of Office - City Clerk Jessica Campolo

City Administrator Hilvo and Mayor Thome introduced Jessica Campolo as the new City Clerk, and she took her Oath of Office. Former City Clerk Tracie Sette administered the oath.

B. Proclamation Honoring the Retirement of Dennis Grulkowski

Council members recited the Mayor's proclamation honoring the retirement of Water Recycling Center Superintendent Dennis Grulkowski.

8. NEW BUSINESS

A. Discussion and possible action on Ordinance Nos. 2026-01, 2026-02, and 2026-03 adjusting the impact fees based on the annual increase of the Construction Cost Index published in the Engineering News Record.

Director of Engineering & Public Works Mike Wieser explained that this is an update made annually to adjust the impact fees in the City ordinances.

A motion was made by Council Member Burkart, seconded by Council Member Fitzpatrick, to approve Ordinance Nos. 2026-01, 2026-02, and 2026-03 adjusting the impact fees based on the annual increase of the Construction Cost Index published in the Engineering News Record. The motion carried unanimously with Council Member Simpson excused.

B. Discussion and possible action on change to policy PR-6: Protection of Public Trees During Construction.

City Forester Kevin Westphal explained the addition of "Structural Root" to the definitions in Policy PR-6: Protection of Public Trees During Construction.

A motion was made by Council Member Mueller, seconded by Council Member Didier, to approve the change to policy PR-6: Protection of Public Trees During Construction. The motion carried unanimously with Council Member Simpson excused.

C. Discussion and possible action on issuance of a Class "B" Beer and "Class B" Liquor Alcohol Beverage License to Camp Bar Inc., 2107 E. Capital Dr. Shorewood, WI, Paul Hackbarth, Agent, premise to be licensed: W63 N664 Washington Avenue, known as Camp Bar.

City Administrator Hilvo explained that this agenda item and the next agenda item will be combined. He shared that the City currently has two "Class B" Liquor licenses due to recent business changes. One of the available "Class B" licenses is a regular license, and the second one is a Reserve "Class B" license, which carries a one-time minimum issuance of \$10,000. Two applicants have applied for "Class B" licenses: Camp Bar, and the Cedarburg Cultural Center - Kuhefuss House.

Paul Hackbarth introduced himself as the owner of Camp Bar and shared his vision for having a location in Cedarburg.

Shannon Kraus spoke on behalf of the Cedarburg Cultural Center - Kuhefuss House. She explained they are seeking the license for continued fundraising opportunities to support the goals of their non-profit organization.

Council members were in agreement to issue a "Class B" liquor license to Camp Bar. Council members discussed the City's quota on "Class B" liquor licenses and how it applies to the Kuhefuss House request. A majority of the Council agreed that a license issued to the Kuhefuss House would likely be underutilized. Members noted the importance of reserving a license for a potential future economic development opportunity—such as a restaurant—that could utilize the license five to seven days per week. While the Council acknowledged that this was a difficult decision given the valuable contributions of the Cedarburg Cultural Center to the community, members also recognized the opportunity cost associated with issuing the license at this time.

Public Comment

John Wallus W61 N946 Crescent Dr.

John shared that he is the Co-President for Summer Sounds. He explained the challenges for non-profits to get sponsorship and donors. He encouraged the Council to take the longevity of the Cedarburg Cultural Center into consideration when making this decision.

Steve Brill W69 N419 Fox Pointe Ave.

Steve shared that he is a volunteer at the Cedarburg Cultural Center and asked the Council to issue the regular "Class B" Liquor license to the Kuhefuss House.

A motion was made by Council Member Fitzpatrick, seconded by Council Member Burkart, to issue a Class "B" Beer and "Class B" Liquor Alcohol Beverage License to Camp Bar, Inc., contingent upon receiving occupancy. The motion carried unanimously with Council Member Simpson excused.

- D. Discussion and possible action on the issuance of a "Class B" Liquor Alcohol Beverage License to Cedarburg Cultural Center Inc. W62 N546 Washington Avenue Cedarburg, WI, Susan Schrader, Agent, premise to be licensed: W63 N627 Washington Avenue, known as Kuhefuss House.

Discussion on this item was combined with the previous agenda item.

A motion was made by Council Member Fitzpatrick, seconded by Council Member Mueller, to deny issuing a "Class B" Liquor Alcohol Beverage License to Cedarburg Cultural Center - Kuhefuss House. The motion carried with Council Members Bitter, Fitzpatrick, Lindo and Mueller voting aye, Council Members Burkart and Didier voting nay, and Council Member Simpson excused.

- E. Discussion and possible action on a reimbursement request from Gordon Goggin for the Stilt House vestibule.

City Administrator Hilvo explained that The Stilt House owner, Gordon Goggin, is requesting reimbursement for the vestibule he installed at his restaurant. Gordon went through the proper approval process with the City in 2024. In 2025, the City required him to remove the vestibule. Mr. Goggin was in attendance and spoke to the details.

A motion was made by Council Member Fitzpatrick, seconded by Council Member Lindo, to approve the reimbursement request from Gordon Goggin for The Stilt House vestibule, not to exceed \$7,456.00. The motion carried unanimously with Council Member Simpson excused.

- F. Discussion and possible action on issuance of an Operator's License to Jordan C. Stark.

City Administrator Hilvo shared that Police Chief Michael McNerney is recommending the Common Council deny issuing this license based on the applicant's background check. Jordan C. Stark was not in attendance.

A motion was made by Council Member Burkart, seconded by Council Member Fitzpatrick, to deny the issuance of an Operator's License to Jordan C. Stark. The motion carried unanimously with Robert Simpson excused and Council Member Lindo opting to recuse himself.

9. CONSENT AGENDA

A motion was made by Council Member Mueller, seconded by Council Member Bitter, to approve the following Consent Agenda items:

- A. Discussion and possible action on approval of December 8, 2025 Common Council Meeting Minutes.
- B. Discussion and possible action on approval of December 3, 2025 Joint Common Council and Public Works & Sewerage Commission minutes.
- C. Discussion and possible action on payment of bills dated 12/27/2025 through 01/02/2026, transfers from 12/02/2025 through 01/09/2026, and payroll from 11/23/2025 through 12/06/2025, 12/09/2025 through 12/20/2025, and 12/21/2025 through 1/03/2026.

The motion carried unanimously with Council Member Simpson excused.

10. REPORTS OF CITY OFFICERS AND DEPARTMENT HEADS

A. Administrator's Report

City Administrator Hilvo shared that Craig Obry is the Interim Water Recycling Center Superintendent. The Superintendent position is still posted, as well as an Assistant Engineer position. He also shared that Finance Director Kelly Livingston will retire in April 2026. As part of the City's succession planning, the Deputy Finance Director is qualified to potentially fill that role. There is a need to hire an additional Finance/Payroll employee, this position will be posted soon.

11. COMMUNICATIONS

A. Comments and suggestions from Council Members

Council Member Burkart offered to assist anyone wanting to better understand the City's ordinances around Airbnb properties, as well as the Wisconsin Right to Rent laws.

B. Mayor's Report

The Mayor reminded citizens that meetings are now being live-streamed on YouTube, and written public comment can be submitted for distribution to Council members.

12. ADJOURN TO CLOSED SESSION

- A. It is anticipated the Common Council will adjourn to closed session pursuant to State Statute 19.85(1)(e) to deliberate or negotiate the purchase of public property, the investment of public funds, or to conduct other specified public business, whenever competitive or bargaining reasons require a closed session. Specifically to be discussed is item 12.A.1.

A motion was made by Council Member Mueller, seconded by Council Member Burkart, to adjourn to closed session at 8:16 p.m. pursuant to State Statute 19.85(1)(e) to deliberate or negotiate the purchase of public property, the investment of public funds, or to conduct other specified public business, whenever competitive or bargaining reasons require a closed session. Specially to be discussed is a Purchase and Sale Agreement from Egan Gardner related to Lot 5 of Highway 60 Business Park (tax parcel no. 13-022-02-002.00). The motion carried on a roll call vote with Council Members Miller, Fitzpatrick, Burkart, Didier, Lindo, and Mueller voting aye, and Council Member Simpson excused.

1. Discussion on Purchase and Sale Agreement from Egan Gardner related to Lot 5 of Highway 60 Business Park (tax parcel no. 13-022-02-002.00).

This item was discussed in closed session.

2. Approval of December 8, 2025 Closed Session minutes.

This item was discussed in closed session.

13. RECONVENE TO OPEN SESSION

The meeting reconvened to open session at 8:28 p.m.

- A. Discussion and possible action on Purchase and Sale Agreement from Egan Gardner related to Lot 5 of Highway 60 Business Park (tax parcel no. 13-022-02-002.00).

A motion was made by Council Member Fitzpatrick, seconded by Council Member Mueller, to approve the Purchase and Sale Agreement from Egan Gardner, related to Lot 5 of the Highway 60 Business Park. The motion carried unanimously with Council Member Simpson excused.

14. ADJOURNMENT

A motion was made by Council Member Mueller, seconded by Council Member Burkart, to adjourn the meeting at 8:30 p.m. The motion carried unanimously with Council Member Simpson excused.

[MIN_SIGNATURES]