

**CITY OF CEDARBURG  
COMMON COUNCIL  
OCTOBER 14, 2024**

A meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, October 14, 2024, at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers, and online utilizing the Zoom app.

Mayor Patricia Thome called the meeting to order at 7:00 p.m. A moment of silence was observed. The Pledge of Allegiance was recited.

Roll Call: Present - Mayor Patricia Thome, Council Members Jim Fitzpatrick, Kevin Curley, Mark Mueller, Robert Simpson, Kristian Lindo, Kristin Burkart, and Melissa Bitter

Also Present - City Administrator Mikko Hilvo, Attorney Michael Herbrand, City Clerk Tracie Sette, City Planner Mary Censky, Water Recycling Superintendent Dennis Grulkowski, Engineering and Public Works Director Michael Wieser, Building Inspector Jeff Thoma, Police Chief Michael McNerney, Public Works Superintendent Joel Bublitz, and interested citizens and news media.

**STATEMENT OF PUBLIC NOTICE**

At Mayor Thome's request, City Clerk Sette 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.

**COMMENTS AND SUGGESTIONS FROM CITIZENS** - None

**NEW BUSINESS**

**DISCUSSION AND POSSIBLE ACTION ON AMENDMENT TO PURCHASE CONTRACT FOR CORNERSTONE CHRISTIAN LEARNING CENTER IN HWY 60 BUSINESS PARK**

Mayor Thome requested item 7.E. on the agenda be moved to 7.A.

At the October 30th Common Council meeting, the Council reviewed a purchase offer from Cornerstone Christian Learning Center for 2.5 acres on Lot 4 of the HWY 60 Business Park. A counteroffer was made and has been accepted by the buyers. The Council will need to approve the amendment to proceed with the sale.

A motion was made by Council Member Burkart, seconded by Council Member Curley, to approve the amendment to the Purchase Contract for Cornerstone Christian Learning Center in the Hwy 60 Business Park. Motion carried with Council Member Fitzpatrick opposed.

**DISCUSSION AND POSSIBLE ADOPTION OF COMPLIANCE ASSURANCE PLAN (CAP) FOR THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES (WI DNR)**

The City of Cedarburg is responsible for enforcing a state statute recycling ordinance. City of Cedarburg's staff shall follow the guidelines, with the assistance of Waste Management (WM), in response to issues associated with recycling and solid waste. This plan is intended to meet the requirements of NR 544.04 (9g), Wis. Adm. Code as well as the City of Cedarburg's recycling ordinance. The City recently completed a Program Evaluation through WI DNR and WI DNR requests municipalities have a Compliance Assurance Plan in place.

A motion was made by Council Member Fitzpatrick, seconded by Council Member Simpson, to adopt the Compliance Assurance Plan for the Wisconsin Department of Natural Resources as presented. Motion carried without a negative vote.

**DISCUSSION AND POSSIBLE ACTION ON REVIEW OF 2025 CITY BUDGET**

Administrator Hilvo and Council discussed the 2025 City Budget and Tax Levy. The allowable levy is \$13,217,376. The overall levy is increasing by \$1,764,435 (15%). This includes \$1,292,302 that was approved through a referendum for the Fire Department. The capital improvement levy is increasing by \$298,930 (15.6%). The special revenue funds for the library and the pool remain the same as 2024. The debt service levy is decreasing by \$486,988. The priorities for the city for 2025 is the addition of a mechanic and two police officers. All other increases in the budget are due to increased costs and annual salary increases. The proposed tax rate for 2025 is 6.99 resulting in a \$398 increase for the average home (\$409,100). Final rates for the county, school district, and MATC are still pending.

**DISCUSSION AND POSSIBLE ACTION ON APPOINTMENT OF MICHAEL BOURBONAIS AS SUCCESSOR AGENT FOR OTTO'S WINE AND SPIRITS LOCATED AT W63N157 WASHINGTON AVENUE**

A motion was made by Council Member Burkart, seconded by Council Member Simpson, to approve the appointment of Michael Bourbonais as successor agent for Otto's Wine and Spirits located at W63N157 Washington Avenue. Motion carried without a negative vote.

**DISCUSSION AND POSSIBLE ACTION ON THE MAYORAL APPOINTMENT OF MARK SCHWANTES TO THE BOARD OF APPEALS**

A motion was made by Council Member Fitzpatrick, seconded by Council Member Mueller, to approve the Mayoral appointment of Mark Schwantes to the Board of Appeals. Motion carried without a negative vote.

**CONSENT AGENDA**

A motion was made by Council Member Burkart, seconded by Council Member Mueller, to approve the following consent agenda items. Motion carried without a negative vote.

- September 9, 2024, and September 30 2024, Common Council Meeting minutes
- Payment of bills dated 09/21/2024 through 10/04/2024, transfer list dated 09/27/2024 through 10/07/2024 and payroll from 09/15/2024 through 09/28/2024

**ADMINISTRATOR’S REPORT** - None

**COMMENTS AND SUGGESTIONS BY COUNCIL MEMBERS**

Council Member Curley encouraged the Council to attend the Diversity Committee event on October 21<sup>st</sup>. *Community Conversations* will be held at the Library at 6:00 p.m.

Council Member Burkart reiterated that there are three (3) separate historical districts within the City of Cedarburg.

Council Member Bitter encouraged attendance at the Plan Commission meeting which will be held on Wednesday, October 16<sup>th</sup> at 5:00 p.m.

**MAYOR’S REPORT** - None

**ADJOURNMENT**

A motion was made by Council Member Mueller, seconded by Council Member Burkart, to adjourn the meeting at 7:58 p.m. Motion carried without a negative vote.

Tracie Sette  
City Clerk