

**CITY OF CEDARBURG
COMMON COUNCIL
JANUARY 31, 2022**

**CC20220131-1
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, January 31, 2022, at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers, and online utilizing the Zoom app.

Mayor O’Keefe called the meeting to order at 7:00 p.m.

Roll Call: Present - Mayor Michael O’Keefe, Council Members Jack Arnett, Barbara Lythjohan, Sherry Bublitz, Kristin Burkart, Rick Verhaalen, Patricia Thome

Excused – Council Member Robert Simpson

Also Present - City Administrator Mikko Hilvo, Attorney Michael Herbrand, City Clerk Tracie Sette, City Engineer Mike Wieser, Water Recycling Center Lead Operator Dennis Grulkowski, news media and interested citizens.

STATEMENT OF PUBLIC NOTICE

At Mayor O’Keefe’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

APPROVAL OF MINUTES

A motion was made by Council Member Thome, seconded by Council Member Burkart, to approve the January 10, 2022 Common Council minutes. Motion carried without a negative vote with Council Member Simpson excused.

NEW BUSINESS

DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 2022-02 HONORING RETIRED POLICE CHIEF FRANK AND PRESENTATION OF KEY TO THE CITY

A Resolution was read by the Council Members honoring retired Police Chief Thomas Frank. He also was presented with a Key to the City by Mayor O’Keefe.

A motion was made by Council Member Thome, seconded by Council Member Bublitz, to approve Resolution 2022-02 honoring retired Police Chief Thomas Frank. Motion carried without a negative vote with Council Member Simpson excused.

**DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF RESOLUTION NO. 2022-06
AUTHORIZING A REPRESENTATIVE FOR FILING STATE FINANCIAL ASSISTANCE
APPLICATIONS**

A motion was made by Council Member Bublitz, seconded by Council Member Thome, to approve Resolution No 2022-06 authorizing the City Engineer to be the representative for filing State financial assistance applications. Motion carried without a negative vote with Council Member Simpson excused.

**DISCUSSION AND POSSIBLE ACTION ON FIRST AMENDMENT TO FAIRWAY
VILLAGE DEVELOPERS AGREEMENT**

City Engineer Wieser explained that progress on road completion in the new Fairway Village has been slow due to the placement of utility poles.

A motion was made by Council Member Burkart, seconded by Council Member Thome, to approve the first amendment to the Fairway Village Developers Agreement. Motion carried without a negative vote with Council Member Simpson excused.

**DISCUSSION AND POSSIBLE ACTION ON A REQUEST FOR A CONTRACT EXTENSION
WITH BADGER STATE WASTE LLC FOR SLUDGE HAULING TO EXTEND UNTIL 2026**

A motion was made by Council Member Verhaalen, seconded by Council Member Bublitz, to approve a contract extension with Badger State Waste for sludge hauling to extend to 2026. Motion carried without a negative vote with Council Member Simpson excused.

**DISCUSSION AND POSSIBLE ACTION ON APPOINTMENT OF KELLY LIVINGSTON AS
NEW FINANCE DIRECTOR/TREASURER**

A motion was made by Council Member Thome, seconded by Council Member Arnett, to approve of the appointment of Kelly Livingston as Finance Director/Treasurer. Motion carried without a negative vote with Council Member Simpson excused.

As Chair of the Finance Committee, Council Member Arnett mentioned he looks forward to working with Kelly in her new role.

DISCUSSION ONLY ON THE USE OF ARPA FUNDS

Administrator Hilvo provided an update to the Council on the final rules regarding ARPA funds. These rules were released by the Treasury. The Council discussed many different possibilities of projects for the remaining ARPA funds.

DISCUSSION AND POSSIBLE ACTION ON LICENSE/PERMIT APPLICATIONS

A motion was made by Council Member Verhaalen, seconded by Council Member Bublitz, to approve the New Operator License applications for the period ending June 30, 2022 for Howard E Hockstad and Norine C. Nelson. Motion carried without a negative vote with Council Member Simpson excused.

A motion was made by Council Member Burkart, seconded by Council Member Thome, to appoint Jean Snow Lambo as agent for Cedarburg Cultural Center Incorporated at W62 N645 Washington Avenue. Motion carried without a negative vote with Council Member Simpson excused.

DISCUSSION AND POSSIBLE ACTION ON PAYMENT OF BILLS DATED 01/07/2022 THROUGH 01/21/2022, TRANSFERS FOR THE PERIOD 01/01/2022 THROUGH 01/28/2022 AND PAYROLL FOR PERIOD 12/26/2021 THROUGH 01/22/2022.

A motion was made by Council Member Verhaalen, seconded by Council Member Bublitz, to approve the payment of bills dated 01/07/2022 through 01/21/2022, transfers for the period 01/01/2022 through 01/28/2022, and payroll for period 12/26/2021 through 01/22/2022. Motion carried without a negative vote with Council Member Simpson excused.

ADMINISTRATOR'S REPORT

The Administrator's report was included in the Council packet. Administrator Hilvo explained that the Treasurer's office is in the process of hiring a Deputy Treasurer. Due to the shortage in staff, the annual audit will be postponed to May.

COMMENTS AND SUGGESTIONS FROM CITIZENS - None

COMMENTS AND ANNOUNCEMENTS BY COUNCIL MEMBERS

Council Member Verhaalen shared that a local business owner contacted him to express appreciation for the liquor license fee reimbursement received.

Council Member Bublitz thanked the Clerk's office for all the hard work that goes into managing the elections.

MAYOR'S REPORT - None

ADJOURNMENT

A motion was made by Council Member Arnett, seconded by Council Member Bublitz, to adjourn the meeting at 7:37 p.m. Motion carried without a negative vote with Council Member Simpson excused.

Tracie Sette
City Clerk