

CITY OF CEDARBURG
PLAN COMMISSION

PLN20180604-1
UNAPPROVED MINUTES

June 4, 2018

A regular meeting of the Plan Commission of the City of Cedarburg was held on Monday, June 4, 2018 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 O'Keefe.

Roll Call: Present – Mayor Michael J. O'Keefe, Council Member Patricia Thome, Mark Burgoyne, Greg Zimmerschied, Heather Cain, Adam Voltz, Sig Strautmanis

Also Present - City Planner Jon Censky, Assistant City Attorney Tim Schoonenberg, Administrative Secretary Darla Drumel, news media

STATEMENT OF PUBLIC NOTICE

Administrative Secretary Drumel confirmed that the agenda for the meeting had been posted and distributed in compliance with the Wisconsin Open Meetings Law.

APPROVAL OF MINUTES

Council Member Thome moved to approve the minutes of May 7, 2018. The motion was seconded by Commissioner Cain and carried without a negative vote.

COMMENTS AND SUGGESTIONS FROM CITIZENS

Mayor O'Keefe offered the opportunity for the public to speak on any issue unrelated to the agenda items. He advised that the Plan Commissioners would not be able to respond to any comments since they were not noticed on the agenda. No comments from the audience were offered.

PUBLIC HEARING REGARDING CONDITIONAL USE PERMIT REQUEST TO ALLOW WOODWORKING USE AT N52 W5338 PORTLAND ROAD – JACOB R. KNOX d/b/a FIVE POINTS, MFG

Mayor O'Keefe declared the public hearing open at 7:04 p.m.

Planner Censky reported that Jacob Knox is requesting Conditional Use approval to operate his woodworking shop from the former Federal Tool and Engineering complex located at N52 W5338 Portland Road. Mr. Knox will lease a portion of the original building within the complex which is located immediately adjacent to the railroad tracks and is separated from existing residential development to the south by an adjoining building. **Section 13-1-59 M-1 Limited Manufacturing District** lists **millwork, lumber yards, saw mills and planing mills** as permitted by conditional use.

The lease will be for 12,450 square feet of space and Mr. Knox anticipates employing from 12 to 20 workers. The operation will run a daytime shift from 6:30 a.m. to 3:30 p.m. and an evening shift from 2:00 p.m. to 11:00 p.m. Monday thru Friday and that some Saturday hours can be expected as well.

Planner Censky advised that this site was operated from 1925 to 2016 by Federal Tool and Engineering Company where they started as a tool and die shop and expanded to include engineering, tool design and construction, fabrication, metal stamping and other similar services. Because of this site's size limitations, coupled with the company's growth over the years, Federal Tool decided to move to the West Bend Business Park in 2016. Since that move, this site has been leased for various light manufacturing uses. Because of the history of manufacturing on this site, staff feels that woodworking shop use is appropriate and have no objection subject to the condition that any unanticipated problems with noise, dust, debris, lights etc. shall be the responsibility of the owner to correct upon notification and if left uncorrected may result in staff bringing this request back to the Plan Commission for further review and possible added conditions to control the operation.

Jacob Knox, the business owner, advised that his woodworking operations would be significantly quieter than the tool and die operation. He added that he investigated other sites for lease, he prefers to stay in this community.

Joel Eliason of N50 W5260 Portland Road asked Mr. Knox about the expected semi or truck traffic for his operations.

Mr. Knox responded that there would likely be one or two semi deliveries per month and one to two box truck deliveries per week.

Steve Scholler of N50 W5320 Portland Road questioned whether noise will be a problem especially with the second shift.

Mr. Knox stated that everything will be done to avoid making any noise at night; all the equipment is up to date and the dust collector is located on the west side of the building away from the nearby residences. The planer makes most of the noise and is not run every day. The noise will also be insulated by the other part of the building.

The resident at N50 W5200 Portland Road questioned whether Struck Lane will be used for deliveries.

Mr. Knox replied that the only the office traffic would use Struck Lane. He added that he never had a noise complaint where he is currently located in Grafton.

Mayor O'Keefe asked if there were any further questions or comments from the audience and none were offered.

Action to Close Public Hearing:

A motion was made by Commissioner Zimmerschied, seconded by Vice Chairperson Burgoyne, to close the public hearing at 7:15 p.m.

Action:

Commissioner Cain moved to approve the Conditional Use Permit to Jacob R. Knox d/b/a Five Points, MFG as proposed (with Item 8 on the draft conditional use document updated to refer to Mr. Knox). The motion was seconded by Commissioner Zimmerschied and carried without a negative vote.

RECOMMENDATION REGARDING DEVELOPMENT AGREEMENT AND CERTIFIED SURVEY MAP APPROVALS FOR CEDAR PLACE APARTMENTS NORTH OF THE GLEN AT CEDAR CREEK – DUEY STROEBEL

Planner Censky explained that the Certified Survey Map (CSM) was required as the basis for Duey Stroebel's Cedar Place Apartment complex site plan. The CSM includes dedication of right-of-way for Sheboygan Road and lands dedicated for public park purposes and requires Common Council approval as well. Staff's review of the CSM indicates that they have made the necessary adjustments to the easement widths as previously required by staff and that it otherwise fully complies with the dimensional requirements of the RM-2 Zoning District.

The Development Agreement is the contract between the City and the developer that establishes the developer's responsibilities regarding the provisions of public and private facilities, improvements, and any other agreed-upon terms. This Agreement was drafted by City Attorney Mike Herbrand and Assistant City Attorney Tim Schoonenberg with input by the City Engineer/Director of Public Works, along with the Attorney for the applicant, and it reflects their cooperative effort.

Commissioner Cain questioned whether it was typical to recommend the Development Agreement without the exhibits. Assistant Attorney Schoonenberg confirmed that the exhibits are standard straightforward documents that will receive careful review from the Director of Engineering and Public Works.

Action:

Commissioner Cain moved to recommend approval of the Certified Survey Map and Development Agreement with the condition that Exhibits C and D are reviewed by the City Engineer. The motion was seconded by Vice Chairperson Burgoyne and carried without a negative vote.

CONSIDER SIGN CODE WAIVER TO INCREASE THE HEIGHT OF THE WEIL PUMP MONUMENT SIGN AT W57 N14363 DOERR WAY AND TO ALLOW INTERNAL ILLUMINATION – WILO USA LLC

Planner Censky reported that Wilo USA LLC is requesting a Sign Code waiver for a one-foot increase in height over the maximum permitted by Code and to allow for internal illumination for the Weil Pump business identification sign located at the

southwest corner of Doerr Way and Pioneer Road. The proposed height increase from 6'6" to 9' is needed for visibility because a large electric utility box has been placed directly east of the sign completely blocking its view. **Section 15-5-78 (d) of the Sign Code**, however, states that **Freestanding/Ground Signs shall be less than 8' in total height**. Wilo USA LLC is also requesting approval of an internally lit sign whereas **Section 15-5-14 (5)** requires that **illumination shall be external only**.

Wilo USA LLC, is appealing the denial of the sign request by City Building Inspector Mike Baier in accordance with Section 15-5-3(f) of the Sign Code. This Section states: **Appeals of the decision of the City Building Inspector under this Chapter shall be made by the Plan Commission. Further appeal of the ruling of any such decision by the City Plan Commission shall be to the Common Council.**

Planner Censky noted that Wilo USA LLC has clearly justified an increase in the height as it is necessary for proper exposure and therefore staff recommends approval. With respect to the illumination request, staff notes that a similar waiver was granted for the adjacent Birchwood Snow and Landscaping business in 2013 and therefore such waiver would be consistent with past decisions. His recommendation, however, was that the sign face be of an opaque dark surface where light shines only through the lettering and logo. A film could be applied to the inside of the existing sign so that the light would just shine through the letters.

Jeff Plaster, representing Wilo USA LLC, reported that they are using existing signs and it would cost \$10,000 to modify them.

Commission Zimmerschied advised that he was not sure if the signs should be externally lit and felt that the visibility problem could be overcome at the maximum height of eight feet. He cautioned that variances and waivers are a slippery slope.

Commissioner Voltz noted that the opaque background could potentially address the problem of glare from an internally lit sign.

Council Member Thome opined that it may not be appropriate for the City to require a company to change its logo.

Commissioner Strautmanis urged Commissioners to be careful with granting exceptions for internal illumination. He believed that there were options to revise the existing signs that would not cost \$10,000.

Vice Chairperson Burgoyne concurred an opaque sign would be very attractive.

Commissioner Cain noted that there are lots of opportunity for development along Pioneer Road and that internally-lit signs may not be the desirable look for the entrance to Cedarburg.

Mr. Plaster noted that increasing the height to 9' would bring the bottom of the sign up to the top of the electrical box and argued that other signs in Cedarburg were well over

10' tall. In addition, it would be difficult to externally light the sign next to the electrical box.

Commissioner Zimmerschied opined that internally-lit signs in the manufacturing area seemed appropriate. He added that internally-lit signs are a better way to handle light pollution and are dark sky friendly. He maintained that the 8' height limit was adequate to make the sign visible.

Council Member Thome advised that she did not have a problem raising the sign to have it clearly visible. Lining the sign to make it opaque could be a moderate fix, but she hesitated to impose a financial hardship on a Cedarburg business.

Vice Chairperson Burgoyne agreed with Council Member Thome and recommended that the City consider requiring opaque signage in the future.

Mayor O'Keefe stated that he did not consider a decision to grant the waivers as setting a precedence. The Code allows for waivers for exceptional circumstances.

Commissioners discussed options to create the opaque appearance and whether or not to put a decision on the illumination issue to the next meeting.

Mr. Plaster suggested that the green lettering in the logo is also light blocking and would not create the desired effect. Planner Censky felt that the green letters would glow.

Action:

A motion was made by Commissioner Zimmerschied, seconded by Council Member Thome, to grant the waiver to Wilo USA LLC to allow the Weil Pump sign to be a maximum of 9' high due to the visual obstruction of the Cedarburg Light & Water electrical pedestal box and to allow internal lighting without an opaque background. The motion carried without a negative vote.

Additional Discussion:

Planner Censky was directed to provide a revised Sign Code requiring that all internally-lit signs in the future be opaque with the light shining only through the logo and lettering.

CONSIDER SIGN CODE WAIVER TO ALLOW INTERNAL ILLUMINATION OF EXISTING SCOTT PUMP MONUMENT SIGN AT N143 W6437 PIONEER ROAD – WILLO USA LLC

Planner Censky noted that Wilo USA LLC is requesting a Sign Code waiver for an internally-lit sign for the Scot Pump site located at the southwest corner of Washington Avenue and Pioneer Road. **Section 15-5-14 (5)** requires that **illumination shall be external only**.

Wilo USA LLC is appealing the denial of Building Inspector Mike Baier in accordance with Section 5-5-3(f) of the Sign Code. This Section states: **Appeals of the decision of the City Building Inspector under this Chapter shall be made by the Plan**

Commission. Further appeal of the ruling of any such decision by the City Plan Commission shall be to the Common Council.

Planner Censky noted that the Speedway Gas Station directly across from this site has an interior lit sign and a staff site visit reveals other interior lit signs in the area. It is difficult for staff to justify external illumination when adjacent sites have non-compliant signs and, accordingly, it is recommended that a Code amendment is considered to address interior illumination for signs in certain zoning districts. If Commissioners agree, Planner Censky would provide a Sign Code amendment at a future meeting to address internally lit signs.

Planner Censky suggested that any approval of the request for an internally-lit sign require that the sign face be of an opaque dark surface where light shines only through the lettering and logo.

Action:

Commissioner Zimmerschied moved to grant the requested waiver to allow the Scot Pump sign to be internally lit without an opaque background. The motion was seconded by Council Member Thome and carried without a negative vote.

CONSIDER APPROVAL OF OUTDOOR SEATING ASSOCIATED WITH THE OUTDOOR ALCOHOL BEVERAGE LICENSE FOR THE NEW BRANDYWINE RESTAURANT AT THE FORMER GENERAL STORE MUSEUM AT W61 N480-86 WASHINGTON AVENUE – ANDREW AND RHIANNON WILSON

Planner Censky reported that Andrew and Rhiannon Wilson are requesting approval of the outdoor seating associated with their Outdoor Alcohol Beverage License. This seating will consist of three tables and chairs along the south side and seven located in the cove along the west side of their restaurant. The seating area will be enclosed with a decorative Solar Stanchion post and chain fence which will stand 40" tall. Police Chief Tom Frank and City Building Inspector Mike Baier met them on site and have determined that this outdoor seating plan meets with their standards. Therefore, staff has no objection to the proposal. These plans were first reviewed by the Landmarks Commission on May 24th and were recommended by unanimous vote.

Action:

A motion was made by Council Member Thome to approve the outdoor seating area as presented. The motion was seconded by Commissioner Voltz.

Continued Discussion:

Commissioner Cain stated that she supports the opportunity for outdoor seating but questioned if servers would have to be on the public right-of-way to serve patrons in the fenced-in area. Her understanding was that open alcohol beverages are not permitted in public areas. Vice Chairperson Burgoyne agreed and suggested that a survey be produced by Brandywine.

Commissioners discussed whether the premise description alone would allow for the serving of alcohol if it was up to the discretion of the Police Chief. It was also noted that the proposed table locations were in conformance with the establishment of outdoor seating throughout the downtown. Also discussed was the possibility of using a pass-through window and if the servers would actually be on private property instead of public property.

Assistant Attorney Schoonenberg compared this situation to an encroachment agreement, which would list the City as an additional insured, as is done in Thiensville.

Rhiannon Wilson, the property and business owner, advised that they had received a quote of \$2,500 for a survey, which is cost-prohibitive. Commissioner Cain suggested contacting the Landmark Preservation Society to see if they could provide the survey. Vice Chairperson Burgoyne advocated sharing the cost between the City and the property owners.

Revised Action:

Vice Chairperson Burgoyne moved to table the issue until a right-of-way encroachment agreement is drafted and/or a survey is produced providing definitive property line information. The motion was seconded by Commissioner Cain and carried without a negative vote.

RECOMMENDATION REGARDING FINAL PLAT FOR THE GLEN AT CEDAR CREEK ADDITION NO. 1 AND SETBACK MODIFICATIONS TO LOTS 50, 51 AND 64 – JOHN WAHLEN

Planner Censky noted that the Preliminary Plat for The Glen at Cedar Creek was approved in December 2015 and the Final Plat for the first phase received approval in April 2016. Now that they are closing in on completing the first phase, John Wahlen is requesting final plat approval of the second/final phase entitled Glen at Cedar Creek Addition No. 1. This phase will consist of 23 lots ranging in size from 11,526 square feet to 18,928 square feet. He reminded Commissioners that the overall subdivision consists of 69 single-family lots ranging in size from 9,863 square feet to 18,938 square feet.

One minor technical change to this plat from the Preliminary Plat being requested is that a small corner of Lot No. 64 is being incorporated into the adjacent Outlot No. 3. Lot 64 continues to be consistent in size to the other lots within this subdivision and complies with the regulations of the approved PUD Zoning. In addition, they are asking for flexibility in administering the setback requirements for Lots 50, 51, and 64 for the easier placement of the larger model homes on these irregularly shaped lots. The specific offsets will be established at the time of building permit. A similar request was granted for several lots in the first phase of this development.

Staff's review of the plat indicates that while there is one technical change as discussed above, the plat is in full compliance with the approved preliminary plat. Additionally, City Engineer Tom Wiza has reviewed the engineering plans for this phase and other than

some minor technical corrections, he has no problem with the plans. Accordingly, staff has no objection subject to compliance with the engineering department requirements.

Action:

Council Member Thome moved to recommend approval of The Glen at Cedar Creek Addition No. 1 Final Plat and modifying the setback requirements for Lots 50, 51 and 64. The motion was seconded by Commissioner Cain and carried without a negative vote.

CONSIDER APPROVAL OF 2018 MOBILE FOOD ESTABLISHMENT LICENSE AND NEW LOCATION AT THE CEDARBURG ART MUSEUM AT W63 N675 WASHINGTON AVENUE - BLUE COW CREPERIE

Commissioner Cain recused herself from the discussion.

Planner Censky advised that Peter Schalk d/b/a Blue Cow Creperie is requesting a Mobile Vendor License to provide food for the Cedarburg Art Museum in their back-yard beer garden for special events to be held in late June and late July, 2018. City records indicate that Mr. Schalk received approval for the same license last year for three dates in July, August and September. Those events went without complaint.

Planner Censky reminded Commissioners that the Mobile Vendors and Mobile Food Establishment Ordinance was adopted in April of 2017 which served to restrict where mobile food trucks can be parked. Specifically, **Section 7-18-2 License Required** states: **It shall be unlawful for a person to operate as a Mobile Vendor or Mobile Food Establishment, serve, sell or distribute food from a Mobile Food Establishment or cook, wrap, package, process, serve or portion food in a Mobile Food Establishment in the City of Cedarburg without first having obtained a valid Mobile Vendor or Mobile Food Establishment license from the City of Cedarburg Plan Commission.**

Since staff received no complaints from last year's operation approval is recommended.

Action:

A motion was made by Commissioner Zimmerschied, seconded by Council Member Thome, to approve the 2018 Mobile Food Vendor License and the location at the Cedarburg Art Museum. The motion carried with Mayor O'Keefe, Council Member Thome, Vice Chairperson Burgoyne, and Commissioners Zimmerschied, Voltz and Strautmanis voting in favor, with Commissioner Cain recused.

Commissioner Cain resumed her position on the Plan Commission.

CONSIDER CERTIFICATE OF APPROPRIATENESS FOR CHANGES TO THE ROOF OVER THE SOUTH ENTRANCE OF ADVENT LUTHERAN CHURCH AT W63 N642 WASHINGTON AVENUE – PAUL RUSHING

Planner Censky advised that Paul Rushing, representing Advent Lutheran Church, is requesting Certificate of Appropriateness of their proposed roof modification for that element over the existing southside entryway. These changes are necessary because of the damage caused by water migrating behind the flashing of the parapet into the masonry due to the improper installation of the original roof in 1984. Rather than replacing the parapet, Advent Church will have the capstones and limestone removed down to the arches, and then replace them with the same dolomite limestone from Halquest Quarry up to the top. The new roofline will then sit directly over the limestone as a gable without parapet walls.

This request was reviewed by the Landmarks Commission on May 10, 2018 and was recommended without a negative vote. In making their recommendation, Commissioners gave the applicant the choice of either slate roofing material or asphalt shingles to match the shingles on the main church roof.

Action:

Council Member Thome moved to approve the roof modifications to the south entrance of Advent Lutheran Church with the flexibility to use slate roofing material or asphalt shingles to match the shingles on the main Church. The motion was seconded by Commissioner Zimmerschied and carried without a negative vote.

CONCEPT REVIEW OF A PROJECT PLAN FOR TID NO. 3 LOCATED ON THE NORTH SIDE OF MILL STREET BETWEEN WASHINGTON AVENUE AND HANOVER AVENUE – CEDARBURG LAND AND CATTLE LLC/GREG ZIMMERSCHIED

Commissioner Zimmerschied recused himself.

Planner Censky advised that the concept plans are in support of TID# 3 that was approved back in 2014, which included a cash grant Developer's Agreement requiring the developer to create a total real estate increment with an equalized value of \$950,000.00 to be realized no later than January 1, 2020. The concept plans before you will serve as the first step in the approval process for Greg Zimmerschied to honor his value-added commitment. This concept consists of three buildings; one facing Washington Avenue, another facing Hanover Avenue, and the third facing Mill Street, for a total commercial space of 6,900 square feet.

According to **Section 13-1-82(h)(1) and (g) one parking space is required per one hundred fifty (150) square feet of gross floor area plus one per employee.** This results in a parking requirement of 59 stalls for the project. According to the proposal, the project will be supported by 31 onsite stalls and 35 street stalls located within 250 feet of the entrance to these buildings. **Section 13-1-83 (b)(3) states that available nearby on-street parking may be counted toward visitor parking needs. This may only be allowed when on-street parking is permitted in a specific location, and then only when such on-street parking spaces are within two hundred fifty (250) feet of the entrance they are intended to serve.** Using the street stalls available to these proposed buildings is Code-compliant as regards to parking.

Because of the limited depth of this property, these plans will need certain Code modifications pertaining to parking offset and setback and vision triangle encroachment. Therefore, Mr. Zimmerschied will need to pursue the PUD (Planned Unit Development) Overlay Zoning District. Commissioners are reminded that the PUD District was recently amended to provide flexibility in administering the regulation of the underlying district to provide for better unified development.

State law requires rezoning petitions to be officially accepted by the Common Council for referral to the Plan Commission. Therefore, the plans will be submitted at the July 2018 meeting for Plan Commission review and rezoning recommendation. Commissioners were being requested to review the concept plans and offer feedback regarding architectural design and site layout. Mr. Zimmerschied will take your feedback into consideration before presenting detailed plans next month.

The following comments are the result of City Staff's review:

- The Fire Department needs assurance that the parking lot turning radius is adequate for their equipment.
- Fire protection needs will be determined as the project progresses.
- Parking is a concern with high traffic generating uses such as restaurants.
- Impact fees will be applied.
- The basements must be designed for high groundwater and potential petroleum contamination.

Don Stauss, the architect for Mr. Zimmerschied's project, distributed a revised site plan showing a corrected parking lot calculation. He explained that the building proposed for Washington Avenue would be designed for the Historic District while the third building on Hanover Avenue would be more contemporary.

Commissioner Voltz opined that Cedarburg's Code sets a high bar for parking than other communities with which he is familiar. He would like to see the parking area to be enhanced to more like a plaza.

Greg Zimmerschied, the developer, explained that his design includes a second story space in the Washington Avenue building that could be used for special events, such as weddings and for an overflow of a Friday Fish Fry, a feature that is not currently available in the City. His intent is to create three buildings that could house restaurants of not 3.2 stars but 4.5 stars. The Washington Avenue and Mill Street corner would be left open for gatherings such as a marketplace.

Council Member Thome expressed some concern for the parking needs of Mueller Funeral Home and suggested that better signage be put in place to direct drivers to the Municipal Parking Lot. She also suggested that employees be asked to park a further distance away to allow for more customer parking. Council Member Thome liked the project approach.

Mayor O'Keefe supported more and better dining options.

Mr. Zimmerschied advised that he spends a lot of time in downtown Cedarburg and that 85% of the time there is no parking issue. He would be willing to sacrifice two or three parking spots to create a plaza.

Commission Strautmanis noted that the surrounding businesses are likely to have parking needs that are different hours than the proposed buildings. His opinion was that more density is very positive, and the scale of the project feels right. He suggested that landscaping could be reduced to make the space more active and that the corner of Washington Avenue and Mill Street be more prominent, perhaps with signage. Commissioner Strautmanis questioned whether outdoor seating along Hanover Avenue was the right approach.

Planner Censky reminded Commissioners that the Police Department requires strict conformance with the Vision Triangle Code.

Commissioner Cain pointed out that many sites in downtown have zero on-site parking spaces.

Tom Kubala, of The Kubala Washatko Architects, added that to fit the historic character of Cedarburg, there should be no on-site parking spaces.

Commissioner Cain pointed out that there is limited space in Cedarburg for restaurants/businesses and the parking should be removed in favor of a larger building.

Council Member Thome stated that she always argues that there is enough parking downtown; drivers just need to be flexible.

Commissioner Zimmerschied resumed his position on the Plan Commission.

PRESENTATION ON POCKET NEIGHBORHOODS

Planner Censky noted that discussions began a while back regarding the possibility of creating an Ordinance to allow for the development of "Pocket Neighborhoods" in the City of Cedarburg. Cedarburg residents Kit Keller and Paul Rushing have expressed interest in potentially developing such a project and have toured these types of projects in the Seattle, Washington area with the goal of getting first-hand knowledge of this innovative approach to development geared towards a more walkable friendly community. With that knowledge, Kit has spent the last several months working on a draft ordinance which will be presented and explained by her husband Paul Rushing to get Plan Commissioners' reaction and direction. No action will be taken but the intent is to have the Commissioners review this ordinance over the next month. We will then schedule this for review and recommendation at next month's meeting. When this Commission is prepared to make a recommendation, a Public Hearing will be scheduled before the Common Council.

Tom Kubala, Kit Keller and Paul Rushing presented pictures of several pocket developments that were composed of four to twelve single-family homes that emphasized porches and a common area. Parking was located outside of the development. The single-family homes were typically smaller than 625 square feet.

While Commissioners supported the idea of pocket neighborhoods, they then discussed the need for stringent control so that an unscrupulous developer did not take advantage of the density in a small space.

A link to more information would be provided to Commissioners by email.

COMMENTS AND ANNOUNCEMENTS BY PLAN COMMISSIONERS

No comments or announcements were offered.

MAYOR'S ANNOUNCEMENTS

Mayor O'Keefe did not offer any announcements.

ADJOURNMENT

A motion was made by Council Member Thome, seconded by Commissioner Zimmerschied, to adjourn the meeting at 10:12 p.m. The motion carried without a negative vote.

Darla Drumel,
Administrative Secretary