

**CITY OF CEDARBURG
COMMON COUNCIL
May 13, 2013**

**CC20130513-1
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, May 13, 2013 at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers. Mayor Kinzel called the meeting to order at 7:00 p.m. The meeting began with a moment of silence followed by the Pledge of Allegiance.

Roll Call: Present - Common Council – Mayor Kip Kinzel, Council Members Chris Reimer, Ron Reimer, Paul Radtke, Michael Maher (arrived at 8:05 p.m.), Doug Yip, Mike O’Keefe

Excused - Council Member Art Filter

Also Present - City Administrator/Treasurer Christy Mertes, Deputy City Clerk Amy Kletzien, Director of Engineering and Public Works Tom Wiza, Police Chief Thomas Frank, Captain Glenn Lindberg, Sergeant Richard Wenzler, Wastewater Treatment Plant Superintendent Ron Clish, Building Inspection and Public Works Secretary Judy Guse, Parks, Recreation & Forestry Director Mikko Hilvo, Library Director Mary Marquardt, Library Board Members Sue Karlman, Vonna Pitel, Steve Ruggieri and Liz Bryde, Tom Wieland and Brian Helf of Reilly, Penner & Benton, Don Harder and Ryan Raskin of Beyer Construction Management Group, 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 Radtke, seconded by Council Member Yip, to approve the minutes of the April 29, 2013 meeting. Motion carried without a negative vote with Council Members Filter and Maher excused.

CONSIDER RESOLUTION NO. 2013-05 COMMENDING RETIRING PATROL SERGEANT RICHARD WENZLER FOR HIS YEARS OF SERVICE

Motion made by Council Member C. Reimer, seconded by Council Member R. Reimer, to adopt Resolution No. 2013-05 commending retiring Patrol Sergeant Richard Wenzler for his years of service. Motion carried without a negative vote with Council Members Filter and Maher excused.

PRESENTATION OF THE 2012 AUDIT REPORT

Tom Wieland and Brian Helf of Reilly, Penner and Benton presented the results of the 2012 City audit. The City received a clean opinion with no exceptions.

Graphs

- General Fund Revenues – 89% of revenues comes from two sources (taxes and intergovernmental revenue).
- General Fund Expenses – 89% of expenses are for Protection of Persons and Property, Public Works and Governmental Operations.
- Fund Balance – went up approximately \$47,000 for the unassigned. Last year the City implemented GASB 54 to allow the reader a better understanding of what the fund balances are comprised of. There are non-spendable portions, assigned to different areas and the unassigned. At the end of 2012 the City has approximately \$1.8 million that is unassigned which is approximately 2.7 months of expenditures. The City policy is to stay within 2 – 3 months of expenditures and once 3 months is reached it is used to reduce the tax levy in the future years.
- Governmental Revenues – Tax history over the last five years shows that taxes are up approximately \$700,000 while Intergovernmental Revenue has decreased \$300,000. A net increase in these areas, over a five year period, of \$400,000.
- Governmental Expenses (General Fund) – Went up \$600,000 over the five year period.
- Local Tax Levy – Has increases of \$540,000 from 2008 and 2012.
- Utility Operations – The Light & Water operating revenues show the operating income/net income (increased \$1.4 million over the last five years). The Sewer Revenues show the net income before contributions a loss from \$51,000 to \$115,000. A non-cash outlay, depreciation, causes this deficit. A net utility comparison shows that Sewer and Water has a loss (over a five year period) of approximately \$64,000.
- Financial results were as follows:
 - Operating Results – The excess of General Fund revenues over expenses is \$110,000.
 - Debt Service/Capital Improvements – The 2012 borrowing of over \$5 million, resulted in the Capital Improvements Funds operating results change from \$117,000 to \$4.4 million. Most of this will be spent in the next year.
 - TIF #2 – Transferred money over to debt service for the refunding issue.
 - Overall revenues and expenditures – revenues were at 100% of budget and the expenditures were at 98.3% which shows that the budgeting process is very accurate. The City is able to borrow up to \$58 million; however they recommend that the City does not reach 75% of margin of indebtedness. Total assets for the City decreased by \$3 million because the City borrowed and has not built yet. Next year it will show an increase. Restricted net assets show an increase of \$2.6 million because of the borrowing that is restricted to the Library. The unrestricted assets went up approximately \$300,000. The business type assets went up approximately \$1.7 million.

Audit Report

Mr. Wieland stated that the financial statement footnotes are standard for the governmental unit and there are no new footnotes. The City has approximately \$23 million in cash and investments at the

end of the year; however, the City is collecting for the other taxing authorities so the City does not actually have this money.

Management Letter

Mr. Wieland pointed out that the City has a fund balance in TIF District #2 of approximately \$193,000. The expenditure period ends in 2022 and should be considered in long-term plans. There will be some changes in accounting standards that will reclassify outflows and inflows.

Significant Audit Findings – Management is responsible for selecting the proper accounting policies and Reilly, Penner & Benton agrees with these policies. The firm evaluated the key factors and assumptions used to develop the estimate of fixed asset lives in determining that it is reasonable in relation to the financial statements taken as a whole.

Financial Statement Disclosures – This has not changed from a year ago. There are notes referencing the two landfill matters and a building with respect to exposure to the City.

Reilly, Penner & Benton encountered no significant difficulties in dealing with management in performing and completing the audit. There were no major corrected or uncorrected misstatements. There were no disagreements with management during the course of the audit.

In answer to Council Member C. Reimer's question, Tom Wieland stated that the City could borrow and/or levy taxes to make up any funding insufficiencies in the environmental fund.

ACCEPTANCE OF PROPOSAL FOR AUDITING SERVICES

City Administrator/Treasurer Mertes stated that the current auditing services contract with Reilly, Penner & Benton, LLP expired with the audit of 2012. She is proposing the City continues working with RPB for the next three years. The proposed auditing costs are \$35,700 for 2013, \$36,000 for 2014, and \$36,400 for 2015.

In answer to Council Member Yip's question, City Administrator/Treasurer Mertes stated that RFPs were sent out three years ago.

Motion made by Council Member R. Reimer, seconded by Council Member Yip, to accept the proposal for auditing services for Reilly, Penner & Benton, LLP. Motion carried unanimously on a roll call vote with Council Members Maher and Filter excused.

CONSIDER AWARD OF ENGINEERING SERVICES CONTRACT FOR THE 2013 NR 216 STORM WATER COMPLIANCE REPORTING

Director Wiza explained that as part of the NR216 Storm water permit, the DNR requires an on-going illicit Discharge Detection program to test for storm water pollutants in various outfalls. The program involves dry weather flow sampling and lab testing to search for specific pollutants. If the test readings come back positive, a follow-up investigation to determine the source is required. AECOM has provided this service for the City the past few years, and they have also compiled the required comprehensive annual report. The AECOM proposal for 2013 is \$14,720 and \$15,000 has been budgeted for NR216 storm water compliance.

In answer to Council Member C. Reimer's questions, Director Wiza stated that the City could send out a bid for this service; however, a new company would need to reinvent the report and he is not sure that another company would meet all of the DNR requirements. Right now the City and the DNR are working well with the current report. AECOM works with many other communities and Cedarburg has been working with them for ten years. Director Wiza stated that the report is modified each year and it has become very streamlined. As a result, the cost to prepare the report has been reduced from \$20,000 to \$15,000 and there have been no issues with the DNR.

Motion made by Council Member C. Reimer, seconded by Council Member Radtke, to award the engineering services contract for the 2013 NR 216 storm water compliance reporting to AECOM in an amount not to exceed \$14,720. Motion carried unanimously on a roll call vote with Council Members Maher and Filter excused.

Council Member C. Reimer and the Mayor agreed that Director Wiza should make some calls to surrounding communities for comparisons before renewal time next year.

CONSIDER 2012 COMPLIANCE MAINTENANCE ANNUAL REPORT (CMAR) FOR THE WASTEWATER TREATMENT PLANT AND RESOLUTION NO. 2013-06 ACCEPTING THE REPORT

Wastewater Superintendent Clish stated that the Compliance Maintenance Annual Report is a DNR summary report form used to determine the effectiveness of the sewerage system to meet DNR permit limits and to indicate areas of the system that may need improvement. In 2012, no points were deducted from any categories in the report. No action for improvement in the system is needed.

Motion made by Council Member C. Reimer, seconded by Council Member O'Keefe, to accept the 2012 Compliance Maintenance Annual Report (CMAR) for the Wastewater Treatment Plant and to adopt Resolution No. 2013-06. Motion carried without a negative vote with Council Members Maher and Filter excused.

CONSIDER ORDINANCE NO. 2013-11 REVISING SEC. 2-6-90 THROUGH SEC. 2-6-94 OF THE PERSONNEL CODE PERTAINING TO RETIREMENT, RESIGNATION, AND SEPERATION OF EMPLOYMENT

City Administrator/Treasurer Mertes explained that in an effort to update the City's Personnel Code, the separation of employment section is being updated. The title of the section is changing along with a new section on job abandonment and the procedure of departure. The changes were suggestions from CVMIC and have been reviewed by City Attorney Vance. She added that there is a list of exit interview questions; however, they will not be part of the ordinance. City Administrator/Treasurer Mertes stated that employees do not leave the City's employment often; therefore, information will be gathered for presentation later after enough has been gathered as to not single-out a person.

In answer to Council Member C. Reimer's question, Chief Frank stated that he has six employees who directly report to him at the Police Station. Council Member C. Reimer suggested that these six employees have their exit interviews done by another individual.

Council Member R. Reimer stated that an exit interview is done with a departing employee as a resource to make the City better. The employee should not be uncomfortable and the procedure should be consistent within the City.

City Administrator/Treasurer Mertes suggested adding the following paragraph that states who will do the exit interviews and who will see the results to the policy: For all departments, except the Police Department, exit interviews will be done by the Payroll Officer and the results forwarded to the Department Head. If there is an issue with the Department Head the results will be forwarded to the City Administrator and if there is an issue with the City Administrator, the results will be forwarded to the Mayor. On an annual basis, a report will be given to the personnel Committee.

In answer to Council Member Yip's question, Chief Frank stated that the Police Department has their own policy regarding exit interviews. He explained that he finds great value in meeting with his employees and understanding their concerns. He suggested that a follow-up questionnaire could be sent to the payroll officer.

Council Member O'Keefe explained that law enforcement is very specific and it would be difficult for a payroll officer to conduct this exit interview.

Council Member C. Reimer requested that the policy be changed based on this discussion and brought back to Common Council for consideration at a later date.

CONSIDER RESOLUTION NO. 2013-07 IMPLEMENTING A MUNICIPAL-WIDE ENERGY MANAGEMENT POLICY

City Administrator/Treasurer Mertes explained that in working with the Light & Water Utility and WPPI, the City is eligible for the Design Assistance Program through Focus on Energy. The purpose of the proposed resolution is to show the City's commitment to becoming more energy efficient. The City will also be eligible for matching of Focus on Energy funds for the Library building project from WPPI Energy.

In answer to Council Member Yip's question, City Administrator/Treasurer Mertes stated that the goal to curb the use of electricity, natural gas and water in municipal facilities by 7% from levels measured in 2009 by the end of 2014 is very doable as the figures came from General Manager Lythjohan.

Motion made by Council Member R. Reimer, seconded by Council Member Radtke, to adopt Resolution No. 2013-07 implementing a Municipal-Wide Energy Management Policy. Motion carried without a negative vote with Council Members Maher and Filter excused.

PRESENTATION OF THE 2012 POLICE DEPARTMENT ANNUAL REPORT

Police Chief Frank presented a summary report of the Police Department activities for 2012. He acknowledged the Police and Fire Commission and their contributions. The following facts were presented:

- Violent crimes consisted of two aggravated assaults.
- Property crimes decreased to 127 in 2012 compared to 136 in 2011.

- Stolen property decreased from \$69,168 in 2011 to \$30,392 in 2012.
- 21 felonies and 90 misdemeanors occurred in 2012 compared to 12 felonies and 63 misdemeanors in 2011.
- 729 reports were investigated in 2012 compared to 702 in 2011.
- Calls for service increased from 10,937 to 11,661.
- 3,490 people were assisted in 2012 compared to 2,869 in 2011.
- Citizens at the station increased from 8,013 in 2011 to 8,413 in 2012.
- Telephone calls increased from 14,280 in 2011 to 14,724 in 2012.
- 911 calls decreased to 944 in 2012 compared to 951 in 2011.
- 150 alarms were received in 2012 compared to 140 in 2011.
- Department activities included 304 non-traffic arrests in 2012 compared to 300 in 2011; 1,853 traffic arrests compared to 1,842 in 2011.
- Warnings for non-traffic offenses increased to 1,117 in 2012 from 426 in 2011.
- Traffic warnings increased to 3,517 in 2012 from 2,388 in 2011.
- 227 speeding tickets were issued in 2012 compared to 209 in 2011.
- OWI offenses increased to 29 in 2012 compared to 25 in 2011.
- Arrests for adult alcohol offenses decreased to 24 in 2012 compared to 43 in 2011.
- Juvenile arrests decreased from 27 in 2011 to 19 in 2012.
- 11 tobacco violations occurred in 2012 compared to 7 in 2011.
- Drug Offenses increased to 32 in 2012 compared to 23 in 2011.
- 321 bicycle/skateboard warnings were issued compared to 151 in 2011.
- Worthless checks decreased from \$5,632 in 2011 to \$3,684 in 2012, with 21 investigations and \$407 recovered.
- 183 accidents occurred in 2012 with 31 injuries compared to 164 accidents with 34 injuries in 2011.
- Community policing included 105,075 checked doors with 287 open, 2,070 vacation checks, 171 vehicle lockouts, 730 rescue squad calls, 194 fire calls, Safety Town and Safety Camp for 190 students, School Liaison Officer, child safety seat inspections (45), Safety Days, Website, Tele-care program, Hunter Safety program (50 participants), renting of the Community Room, and the DMV vehicle registration program resulted in 843 transactions totaling \$6,977 in profit to the City.

Chief Frank summarized the increased overtime and decreased training hours, adding that Emergency Management helps with traffic control and parades/runs/walks, which reduces overtime.

The Cedarburg Police Department participates in Mutual Aid with two officers and one negotiator on the Ozaukee Special Response Team and one officer plus the K-9 on the Ozaukee Drug Enforcement Unit. Assists to other departments totaled 58 in 2012 compared to 80 in 2011.

In answer to Council Member C. Reimer's question regarding the number of assists that were made to the Town of Cedarburg, Chief Frank stated that he will forward that number to him.

Equipment changes consisted of a \$24,000 WISCOM Grant that was used for communications interoperability, 2 patrol vehicles were replaced, patrol rifles were upgraded to all one make and model, and the electronics of the radio system was upgraded.

Dispatcher Amy Kell received a Civilian Staff Award for handling multiple high risk calls at one time, Patrol Officer Dudash received a Commendation Award for a missing person, and Patrol Officer Biliskov received a Commendation Award for a suspicious person.

The Cedarburg Police Department is working on a second three-year accreditation through the Wisconsin Law Enforcement Accreditation Group. This requires the Department to meet 258 standards and makes them part of a small group of departments in the State to achieve this award.

Council Member Radtke stated that the Annual Police Report is G-Rated and he commended the Department for keeping the Community safe.

In answer to Council Member C. Reimer's question in regard to additional resources needed to combat the use of heroin in our community, Chief Frank stated that they are able to work within their resources at this time. He added that the K-9 is a tremendous resource and the Department is very appreciative of the support to continue the program through donations.

In answer to Council Member C. Reimer's question, Chief Frank stated that the location of cell phone calls are usually within 30 feet of the actual location, depending on the vendor and software that the caller is using to make a 911 call.

Council Member C. Reimer stated that as a School Board Member he is made aware of the police presence and assistance at the schools and he extended a thank you on behalf of the School Board for the fantastic work of the Cedarburg Police Department.

In answer to Mayor Kinzel's question, Chief Frank stated that they are still working on resolving the intermittent radio issues in downtown Cedarburg with the County.

LIBRARY FUNDRAISING UPDATE AND LIBRARY BUILDING UPDATE

Council Member Maher provided an update on the Library fundraising and building projects.

Fundraising:

Balance as of April 29, 2013	\$219,000.00
Donations in response to previous pledges	\$ 56,673.34
New donations	<u>\$ 9,768.06</u>
Balance as of May 1, 2013	\$285,441.40

Council Member Radtke stated that it is nice to see the fundraising amount reduced from \$750,000 to \$141,000.

In answer to Mayor Kinzel's question, Council Member Maher was confident that the Friends of Library will meet their goal in collecting enough funds for new furniture and equipment in the Library.

In answer to Council Member O'Keefe's question, Steve Ruggieri stated that the original fundraising pledged amount was \$500,000 when the Library project first started. The Friends of the

Library have collected \$56,000 of that amount over the years that the project has been in progress, which was longer than expected.

Mayor Kinzel stated that accepting the bids for the Library project to move forward should indicate that the building is underway and may help future donations.

Building Update:

The former police station is in the process of being razed and the bids are being considered this evening for the new Library building.

CONSIDER AWARD OF THE CONSTRUCTION CONTRACTS FOR THE NEW LIBRARY

Director Wiza stated that the City has advertised for and received bids for construction of the new Library. Because the City is using a construction manager on this project, the City is direct bidding the work to be completed by each individual trade. As a result, a total of 20 contracts were put out to bid. Overall, Beyer Construction has indicated that the sum total amount of the 20 recommended bids is roughly 5% (\$245,000) under budget.

Ryan Raskin stated that they did due diligence in reviewing all of the bids and presented a spreadsheet showing all of the results of the bids for the new Library. In addition, he presented a recommended bidders' summary (#2) which did not include these four alternates for consideration by the Common Council:

- Substitute alternate stone material in lieu of base bid stone
- Substitute wood doors in lieu of all glass doors at various locations
- Substitute alternate light fixtures in lieu of base bid fixtures
- Substitute motion sensing site light fixtures in lieu of base bid fixtures

Director Wiza stated that some floodplain issues remain open with the DNR and he suggested that the motion to approve the bids include a statement that the notice of awards should not be issued until the DNR has given the City approval to proceed. The City is allowed 60 days to give notice and proceed. He is hoping to resolve the issue this week.

Council Member Maher expressed concern for this delay from the DNR because the Library Board made significant changes to the design of the Library to build higher.

Director Wiza agreed that the Library building design is set up very high to meet the floodplain; however, upon final review the DNR determined that it may not be high enough and to possibly raise it four more inches. Engberg Anderson has agreed to construct it four inches higher. Currently, the elevator pit is under review. It has been determined that the City should not issue a variance to themselves as suggested.

Council Member Radtke asked the Library Board to assume that any overruns in the budget for the Library will come from donations.

Ryan Raskin reviewed the entire overall budget and total construction costs with the goal to be constructing the Library under the \$6.2 million budget. The furniture will go out for bid after

January 1, 2014. The construction budget has two contingencies – an overall construction contingency which is 5% of the construction costs (\$252,000) and also an unsuitable soil contingency for \$30,000.

Motion made by Council Member Maher, seconded by Council Member Radtke, to award the construction contracts for the new Library as listed on Bid Package 2 as recommended by the Construction Management Group and to not issue the notice of awards until the floodplain issues are resolved with the DNR. Motion carried unanimously on a roll call vote with Council Member Filter excused.

CONSIDER PAYMENT OF BILLS FOR THE PERIOD 4/26/13 THROUGH 5/3/13, ACH TRANSFERS FOR THE PERIOD 4/26/13 THROUGH 5/7/13, AND PAYROLL FOR THE PERIOD 4/14/13 THROUGH 4/27/13

Motion made by Council Member Maher, seconded by Council Member O’Keefe, to authorize payment of bills for the period 4/26/13 through 5/3/13, ACH transfers for the period 4/26/13 through 5/7/13, and payroll for the period 4/14/13 through 4/27/13. Motion carried without a negative vote with Council Member Filter excused.

CONSIDER REQUEST OF FESTIVALS OF CEDARBURG, INC. TO MOVE OKTOBERFEST FROM CEDAR CREEK PARK TO THE CITY HALL/COMMUNITY CENTER PARKING LOTS ON OCTOBER 12 AND 13, 2013

Director Hilvo stated that he recommends approval of the request to move Oktoberfest from Cedar Creek Park to the City Hall/Community Center Parking lots on October 12 and 13, 2013. Last year the event was rained out and Festivals incurred a loss of over \$20,000. By moving the Festival to this location the group is hoping to incorporate the merchants, bring pedestrian traffic downtown and to provide more exposure. Set-up would begin the Friday before the festival at 4:30 p.m. and the area would reopen on Sunday night around 10:00 p.m. The Community Gym will not be used for the Festival; however, Special Olympics meets in the Gym that Saturday morning and access will be available for them.

In answer to Mayor Kinzel’s question, Director Hilvo stated that the bike path route will be rerouted for this event, similar to Strawberry and Wine & Harvest Festivals.

Motion made by Council Member Radtke, seconded by Council Member C. Reimer, to grant approval to Festivals of Cedarburg, Inc. to move Oktoberfest from Cedar Creek Park to the City Hall/Community Center parking lots on October 12 and 13, 2013. Motion carried without a negative vote with Council Member Filter excused.

CONSIDER APPLICATION FROM EL TAPATIO DE JALISCO LLC., JOSE M. HERRERA, AGENT, FOR A “CLASS B” LIQUOR AND CLASS “B” BEER LICENSE FOR JALISCO RESTAURANT, W63 N140 WASHINGTON AVENUE FOR THE PERIOD JULY 1, 2013 THORUGH JUNE 30, 2014

Motion made by Council Member Radtke, seconded by Council Member Maher, to approve the application from El Tapatio de Jalisco LLC., Jose M. Herrera, Agent, for a “Class B” Liquor and Class “B” Beer License for Jalisco Restaurant, W63 N645 Washington Avenue for the period

July 1, 2013 through June 30, 2014. Motion carried without a negative vote with Council Member Filter excused.

AUTHORIZE ISSUANCE OF 2013-2014 ALCOHOL, OPERATOR, AND CIGARETTE LICENSES

Motion made by Council Member R. Reimer, seconded by Council Member O’Keefe, to authorize issuance of the 2013-2014 alcohol, operator, and cigarette licenses as listed below with the exception of operator’s license renewals for Steven K. Steinhaus and Bryan J. Dorsey as recommended by the Police Chief. Motion carried without a negative vote with Council Member Filter excused.

“Class A” Liquor & Fermented Malt Beverage License

Bonus, Inc.
Olsen’s Piggly Wiggly
(agent - Ryan Olsen)
W61 N286 Washington Ave.

Toto’s, Inc.
Otto’s Beverage Center
(agent – John Striepling)
W63 N157 Washington Ave.

Super Sales USA, Inc.
Citgo Super Sales – Cedarburg
(agent - Douglas Gall)
W62 N174 Washington Ave.

Wisconsin CVS Pharmacy, LLC
CVS/Pharmacy #8775
(agent – Dione C. Jeffery)
W63 N152 Washington Ave.

Class “A” Retailer’s License (Beer Only)

Speedway, LLC Owned by MPC Investment LLC
Speedway #4203
(agent – Michael Weber)
W63 N121 Washington Ave.

“Class B” Wine License

Wollersheim Winery, Inc.
Cedar Creek Winery
(agent - Constance J. Niebauer)
N70 W6340 Bridge Road

Class B Intoxicating Liquor & Fermented Malt Beverage License

Chris Morton et al Ptr
T.J. Ryans
W62 N599 Washington Ave.

Chris Morton et al Ptr.
Mortons' Wiscons Inn
N56 W6339 Center Street

COMMON COUNCIL
May 13, 2013

CC20130513-11
UNAPPROVED

Thomas Restaurants, LLC/dba Tomaso's
(agent - Scott Thomas)
W63 N688 Washington Ave.

Silver Creek BrewPub, LLC
(agent – Todd Schneeberger)
N57 W6172 Portland Rd.

Ernie's Wine Bar, LLC
(agent – Benjamin M. Grade)
N49 W5471 Portland Rd.

RCB Group, Inc./dba The Stonewall Pub
(agent – Richard C. Buser)
W62 N550 Washington Ave.

Dreblow Jr. & Weidmann
L&G Express
N50 W5586 Portland Road

RCB Group, Inc./dba Maxwell's
(agent – Richard C. Buser)
W63 N699 Washington Ave.

Peter Wollner Post 288
of the American Legion
(agent – James A. Lee)
W57 N481 Hilbert Avenue

Settler's Inn, LLC
(agent – Joan D. Dorsey)
W63 N657 Washington Avenue

BLCB, LLC
Stagecoach Inn
(agent – Brook J. Brown)
W61 N520 Washington Ave.

Kowloon Chinese Restaurant, Inc.
(agent – Henry A. Liang)
W63 N145 Washington Ave.

C. Wiesler's Inc.
(agent – Michael G. Jackson)
W61 N493 Washington Ave.

Anvil Pub & Grille, LLC
(agent – Donna M. Taylor)
N70 W6340 Bridge Rd.

Cedars III, LLC
(agent – Michael Kowalkowski)
W53 N404 Park Lane

World on a Plate, Inc.
Kalua Tiki Bar
(agent – Albert Yee)
W62 N547 Washington Ave.

MacBeebs LLC Owned by Catherine Heebner
The Farmstead Restaurant
(agent – Catherine Heebner)
W62 N238 Washington Ave.

Fineco, LLC
Grapes and Tastes
(agent - Daniel S. Pals)
W63 N134 Washington Avenue

Steven W. Banas
August Weber Haus
W63 N678 Washington Ave.

Class "B" Fermented Malt Beverage and Class "C" Wine Licenses

Morales Restaurants, LLC
Vintage Café & City Deli
(agent – Debra A. McQuaid)
W63 N674 Washington Ave

Otte Restaurants, LLC
Romano's Pizzeria
(agent – John M. Otte)
W63 N540 Hanover Ave.

Donna M. Taylor
Cream & Crepe Café
N70 W6340 Bridge Rd.

Pigments Art Studio, LLC
(agent – Brenda M. Schilke)
N61 W6321 Turner Street

P.J. Piper, LLC
P.J. Piper Pancake House
(agent – Judith Fergadakis)
W61 N514 Washington Avenue

J.L. Joyce Enterprises, Inc.
Rich's Restaurant
(agent – James P. Joyce)
W63 N144 Washington Ave.
Select Display, Inc.
The Hub
(agent – Richard G. Lanser)
W63 N631 Washington Avenue

Sal's Pizzeria – Cedarburg Inc.
(agent – Bekim Elmazi)
W63 N635 Washington Ave.

Cigarette Licenses

Toto's Inc. (Otto's Beverage Cntr.)
W63 N157 Washington Ave.

Super Sales USA, Inc. (Citgo)
W62 N174 Washington Ave.

Speedway, LLC (#4203)
W63 N121 Washington Ave.

Bonus Inc. (Olsen's Piggly Wiggly)
W61 N286 Washington Ave.

Walgreen Co. #13620
W62 N190 Washington Ave.

Fineco, LLC(Grapes and Tastes)
W63 N134 Washington Ave.

Wisconsin CVS Pharmacy, LLC (#8775)
W63 N152 Washington Ave.

New Operator's License

Shelley M. Doxtator
Paul S. Rosenberg

Devon H. Erbes
Rhyann E. Talbot

Renewal Operator's License

Mark S. Adgate
Evelyn S. Aranow
Hannah C. Aronson
Stephanie J. Baldwin
Jacob J.P. Banas
Sharon A. Barth
Deborah Bath
Dena C. Baule
Joey M. Baumle
Morgan K. Behm
Denise M. Beno

Dustin M. Manley
Amanda L. Mapes
Christopher A. Massie
Bradley J. Mayer
Gloria R. Mitchelson
Kelly J. Moran
Nicholas J. Moran
David B. Myers
Karen M. Nelson
Sharon L. Nelson
Richard H. Nielsen

Lindsay J. Berndt	Brian P. O'Keefe
Michael C. Besaw	Ryan L. Olsen
Michael A. Bourbonais	Daniel S. Pals
Michael C. Brehm	Sheryl L. Pals
Constance L. Brush	Hadley W. Pape
Candace A. Burger	Yolanda M. Peplinski
Joseph M. Buth	Nathan G. Peters
Joel M. Christophersen	Nathan J. Pipkorn
Anne M. Conley	Mary B. Pistiner
Madeline R. Crass	Carol A. Pokrandt
Eva M. Danner	Christine L. Pope
Steve F. Danner	Krystal L. Poppe
Terry W. Davinroy	Margery B. Potter
Ashly A. Donahue	DeAnna G. Ratliff
(Bryan J. Dorsey) – Not Approved	Christopher J. Refinski
Monica J. Dorsey	Robert A. Rhiel
Thomas M. Dorsey	Daniel F. Riederer
Deborah J. Downing	Elizabeth F. Riley
Gordon K. Dreblow	Sheridan P. Riley
Lindsey L. Duba	Ann M. Ruska
Jonathan P. Dunne	Elizabeth M. Ryan
Steven D. Eskin	Kyle D. Scheithauer
Arthur E. Filter	Brett T. Schemenauer
Christina N. Gabrielson	Elizabeth N. Schmidt
Jesse D. Gall	Kelly A. Schopp
Marie L. Glander	Abbe J. Schultz
Robert A. Glass	Stephany S. Schwab
Andrew T. Golden	Stacy A. Seatz
Elizabeth R. Grade	Richard S. Siefert
Lori A. Guyant	Debra A. Simenc
Lynn M. Hatleback	Jean M. Snow Lambo
Gina A. Heidemann	Mary J. Spingola
Norine C. Helmlinger	Aaron A. Staats
Bradley J. Herian	Mary K. Steinbrecher
Christine M. Hesse	(Steven K. Steinhaus) – Not Approved
Thomas H. Hesse	Abigail R. Strahlendorf
Shirley M. Hetchler	Charles H. Strohbach
James C. Hoberg	Laurie J. Stuetgen
Elizabeth D. Hoffman	Michael C. Styles
Donna M. Hollis Booth	Kevin W. Taylor
B.J. Homayouni	Jodie E. Thierfelder
Teri L. Jackson	Judith M. Thill
Marcene L. Jacobs	Melissa A. Tonn
Mary A. Karegeannes	Nekana L. Voith
Mary Lee Katzka	Richard L. Von Trebra
Michael F. Kowalkowski	Stacey L. Wedereit
Adam W. Krings	Larry D. Weidmann
Danielle M. Lanser	Michelle L. Welch

Kathleen A. Lanser
Kimberly S. Larsen
Dennis H. Loberger
Todd R. Luft

Mark D. Wertschnig
Jason M. Westplate
Captola R. Wolfe Bacher
Jeffrey A. Wrobbel

CONSIDER NEW OPERATOR'S LICENSE APPLICATION FOR THE PERIOD ENDING JUNE 30, 2013

Motion made by Council Member C. Reimer, seconded by Council Member Yip, to authorize issuance of a new Operator's License for the period ending June 30, 2013 to Candace A. Burger. Motion carried without a negative vote with Council Member Filter excused.

AUTHORIZE ISSUANCE OF TEMPORARY CLASS "B" RETAILER'S LICENSES TO CEDARBURG FIRE DEPARTMENT INC. FOR MAXWELL STREET DAYS, FIREMEN'S PARK, W65 N796 WASHINGTON AVENUE, FOR MAY 26, JULY 14, SEPTEMBER 1, AND OCTOBER 6 FROM 8:00 A.M. TO 6:00 P.M.

Motion made by Council Member C. Reimer, seconded by Council Member Radtke, to authorize issuance of Temporary Class "B" Retailer's licenses to Cedarburg Fire Department Inc. for Maxwell Street Days, Firemen's Park, W65 N796 Washington Avenue, for May 26, July 14, September 1, and October 6 from 8:00 a.m. to 6:00 p.m. Motion carried without a negative vote with Council Member Filter excused.

AUTHORIZE ISSUANCE OF A FESTIVAL CELEBRATION PERMIT TO FESTIVALS OF CEDARBURG, INC. FOR STRAWBERRY FESTIVAL TO BE HELD ON JUNE 22, 2013 FROM 10:00 A.M. UNTIL 6:00 P.M. AND ON JUNE 23, 2013 FROM 10:00 A.M. UNTIL 5:00 P.M.

Motion made by Council Member C. Reimer, seconded by Council Member Yip, to authorize issuance of a Festival Celebration Permit to Festivals of Cedarburg, Inc. for Strawberry Festival to be held on June 22, 2013 from 10:00 a.m. until 6:00 p.m. and on June 23, 2013 from 10:00 a.m. until 5:00 p.m. Motion carried without a negative vote with Council Member Filter excused.

CITY ADMINISTRATOR/TREASURER'S REPORT

City Administrator/Treasurer Mertes acknowledged staff and commended them for staying within the limits of the 2012 budget.

The Blue Waters Group will submit a plan to develop a new website for the City.

The County-wide Dispatch Committee is working on a 10-year projection for a consolidated Dispatch Center.

In answer to Council Member Maher's question, City Administrator/Treasurer Mertes stated that she sent the current Festivals ordinance and insurance policy requirements to the Chamber of Commerce and Summer Sounds and asked them if they could work within the parameters. To-date, she has not had a response.

City Administrator/Treasurer Mertes is working on a phone system upgrade and she will bring it to the Common Council at a later date.

COMMENTS & ANNOUNCEMENTS BY COUNCIL MEMBERS

Council Member R. Reimer requested a status report for Emergency Management on each Common Council agenda regarding the operations and the appointment of a Director until it is completed.

MAYOR'S REPORT

Mayor Kinzel issued Proclamations for Poppy Month (May 2013) and honoring van driver Bill Clayton.

ADJOURNMENT

Motion made by Council Member C. Reimer, seconded by Council Member Radtke, to adjourn the meeting at 9:05 p.m. Motion carried without a negative vote with Council Member Filter excused.

Amy D. Kletzien, MMC/WCPC
Deputy City Clerk