

**CITY OF CEDARBURG
COMMON COUNCIL
June 13, 2011**

**CC20110613-1
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, June 13, 2011 at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers. Council President Radtke 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 – Council Members Chris Reimer, Ron Reimer, Art Filter, Paul Radtke, Michael Maher, Douglas Yip, Bob Loomis

Excused - Mayor Gregory P. Myers

Also Present - City Attorney Kaye Vance, City Administrator/Treasurer Christy Mertes, Director of Engineering and Public Works Tom Wiza, Police Chief Thomas Frank, Light & Water General Manager Dale Lythjohan, Wastewater Superintendent Ron Clish, Public Works Superintendent Jeff Boerner, Building Inspector Mike Baier, City Planner Marty Marchek, Fire Chief Rick VanDinter, City Clerk Constance McHugh, City Assessor Cathy Timm, Accountant II Kathy Huebl, Economic Development Coordinator Mary Sheffield, Deputy City Clerk Amy Kletzien, interested citizens and news media

STATEMENT OF PUBLIC NOTICE

At Council President Radtke'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.

Council President Radtke stated that as Acting Mayor he will retain his right to vote as Council Member of the 4th Aldermanic District.

APPROVAL OF MINUTES

Motion made by Council Member Loomis, seconded by Council Member Yip, to approve the minutes of the May 9, 2011 meeting. Motion carried without a negative vote.

PUBLIC HEARING - CONSIDER RESOLUTION NO. 2011-05 AMENDING THE CITY OF CEDARBURG LAND USE PLAN FOR THE PROPERTY LOCATED AT THE NORTHWEST CORNER OF PIONEER ROAD AND EVERGREEN BLVD.

Acting Mayor Radtke declared the public hearing open at 7:05 p.m. on proposed Resolution No. 2011-05 amending the City of Cedarburg Land Use Plan for the property located at the northwest corner of Pioneer Road and Evergreen Blvd. Deputy City Clerk Kletzien verified that proper legal notice had been given with publication in the *News Graphic* on May 26 and June 2, 2011.

Planner Marchek stated that Joe Kunick of Today's Dentistry, currently located in Downtown Cedarburg, proposes to purchase the vacant parcel on the northwest corner of Pioneer Road and Evergreen Blvd. to construct a new 4,500 sq. ft. dental clinic. He stated that the Land Use Plan would need to be amended to change this parcel from "High-Medium Density Residential" to "Office and Service" use. When the area was platted in 1991, there were no immediate proposals for this property, therefore, it was zoned High-Medium Density Residential as a buffer between the residents and the business park. Planner Marchek opined that the dental clinic is a good use of this property.

Motion made by Council Member R. Reimer, seconded by Council Member Filter, to close the public hearing. Motion carried without a negative vote.

Motion made by Council Member C. Reimer, seconded by Council Member R. Reimer, to adopt Resolution No. 2011-05 amending the City of Cedarburg Land Use Plan for the Property located at the northwest corner of Pioneer Rd. and Evergreen Blvd. Motion carried without a negative vote.

PUBLIC HEARING - CONSIDER ORDINANCE NO. 2011-07 REZONING THE PARCEL OF LAND AT THE NORTHWEST CORNER OF PIONEER ROAD AND EVERGREEN BLVD. FROM RD-1 TWO FAMILY RESIDENTIAL DISTRICT TO B-4 OFFICE AND SERVICE DISTRICT

Acting Mayor Radtke declared the public hearing open at 7:15 p.m. on proposed Ordinance No. 2011-07 rezoning the parcel of land at the northwest corner of Pioneer Road and Evergreen Blvd. from RD-1 Two Family Residential District to B-4 Office and Service District. Deputy City Clerk Kletzien verified that proper legal notice had been given with publication in the *News Graphic* on May 26 and June 2, 2011.

Planner Marchek stated that a rezoning from RD-1 Two-Family Residential District to the B-4 Office and Service District is needed to permit construction of a proposed 4,500 square foot dental clinic. The Plan Commission discussed the issues of spot zoning and appropriate land use of the parcel at their meetings on May 2 and June 6, 2011. This proposal would be considered legal spot zoning provided it is preceded by a Land Use Plan amendment.

Planner Marchek stated that the seller noted that the dental office would provide a substantial tax base, with low impact on the neighborhood and City services. In the current economic climate, there are limited opportunities for new commercial development.

Architect Michael Queoff provided an overview of the site plan. The building is approximately 4,500 sq. ft. with parking located on the north end. The design offers good visual representation with a nicely landscaped lot. Provisions are included in the design to capture stormwater. A change has been made to the elevation of the building to make it look more residential. The colors have not been determined; however, the owner is interested in earth tones. The inside of the building will be state of the art with 7 dental rooms and a training center. The basement will contain records storage and mechanics.

In answer to Council Member Yip's question, Architect Queoff stated that the entrance to the dental clinic will be on Evergreen Blvd.

In answer to Council Member Filter's question, Planner Marchek stated that if the property is successfully rezoned then the final site and architectural plans will be submitted to the Plan Commission for approval.

Motion made by Council Member Loomis, seconded by Council Member Filter, to close the public hearing. Motion carried without a negative vote.

Council Member C. Reimer opined that the dental clinic is the perfect project for the proposed site.

In answer to Council Member Yip's question, Planner Marchek explained that the original schematics for the site showed a possible business; however, in 1991 it was designed to create a buffer for the homes in the Town of Cedarburg. It is not a quality lot for all types of businesses.

In answer to Council Member C. Reimer's question, Architect Queoff stated that the building would be suited to a chiropractic office, if the building is ever sold.

Council Member Loomis opined that the proposed dental clinic is a great addition to Cedarburg.

In answer to Council Member Yip's question, City Attorney Vance stated that this proposal is considered legal spot zoning provided it is preceded by a Land Use Plan amendment, as done in this case.

Council Member Radtke opined that the new zoning is appropriate for the proposed low impact use.

Motion made by Council Member Loomis, seconded by Council Member C. Reimer, to adopt Ordinance No. 2011-07 rezoning the parcel of land at the northwest corner of Pioneer Rd. and Evergreen Blvd. from RD-1 Two Family Residential District to B-4 Office and Service District. Motion carried without a negative vote.

PRESENTATION - 2010 FIRE DEPARTMENT ANNUAL REPORT

Fire Chief Van Dinter presented the 2010 Fire Department Report.

Chief Van Dinter said that Members of the Cedarburg Fire Department continue to show that they are dedicated and committed to helping citizens in need. Their desire to take care of the citizens of Cedarburg is second to none.

The Department's primary objective of delivering outstanding service to the community was again very successful. In 2010, the department responded to a record number of calls both in fire and emergency medical calls. This is the first year that they have responded to over 1,000 calls. Total call volume totaled 1043 runs, 79 more than in 2009. Rescue calls increased by 55 totaling 791 runs and fire calls totaled 185, an increase of 6. Fire and rescue calls in the City totaled 778. There were 67 mutual aid calls in 2010, which was the biggest increase by more than 60%. The Department responded to 5 major structure fires totaling \$1,300,000 in damages. One civilian was injured due to a fire this past year. Seven firefighters were injured during the course of performing their duties with costs totaling more than \$16,500 for medical care.

The Mutual Aid Box Alarm System (MABAS), which was implemented on January 1, 2010, is a predetermined response system involving nine other fire departments to assist when additional resources are needed. The Cedarburg Police Department has taken on the responsibilities for paging and communications coordination. The system was used three times and the Cedarburg Police Department did a great job of dispatching.

The Fire Department added thirteen new members to the department as active fire and active rescue. Eight members either retired or resigned from the department. The total active membership is 79 and this represents 754 years of service.

Training is always a priority for the Cedarburg Fire Department and the members logged over 6,000 hours of training both in-house and State sponsored. Twelve members were State Certified this year.

The dedication and commitment of the membership is not limited just to responding to calls. Meetings, stand-by staffing for festivals, fire prevention training and other commitments, total thousands of additional hours.

The Explorer Program has nine young people enrolled between the ages of 14 -18. Ten current members of the Department grew up in this program.

The Fire Prevention Bureau continues to actively promote fire safety in the community through the Survive Alive Program, fire extinguisher training, and supporting station visits from various groups and business organizations.

The Fire Department continues to promote and participate in “Change Your Clock, Change Your Battery”, Safety Day, and “Delivering Fire Safety.”

The Cedarburg Fire Department has contracted with a service to handle the semi-annual inspections of 554 commercial businesses in the City; however, the department also employs a part-time Fire Inspector who is responsible for follow-up visits to ensure compliance.

Fundraising still remains a very high priority in the success of the Department to offset the capital equipment.

The Cedarburg Fire Department Memorial “GENERATIONS” is complete and it is a nice addition to the creekwalk. The park dedication is Sunday, June 19 at 1:00 p.m. to “Honor the Past, Support the Present and the Vision for the Future.”

Bill Hintz was promoted to Deputy Chief of the department. His dedication and commitment to the department made him the best selection for the position.

The Department lost four members in 2010 – Dean Roebken (69 years of service), John Burbank (60 years of service), Robert Blanchard (56 years of service), and Dennis Struck (27 years of service).

The Fire Department purchased two new rescue squads that will be delivered in September 2011 and will go into service in October or November.

Chief Van Dinter concluded by saying that the Cedarburg Fire Department is committed to provide whatever is needed to keep the community safe and he is proud to be a part of this organization.

Council Member Loomis thanked the Cedarburg Fire Department and their outstanding service to the City. He expressed pride and appreciation for their contributions to the City of Cedarburg.

Council Member Radtke commended the Fire Department members for their many hours of service to the organization and the City.

Motion made by Council Member Loomis, seconded by Council Member Filter, to accept the 2010 Fire Department Annual Report. Motion carried without a negative vote.

CONSIDER APPLICATION FROM PIGMENTS ART STUDIO LLC, BRENDA SCHILKE, AGENT FOR A CLASS “B” BEER LICENSE AND “CLASS C” WINE LICENSE FOR PIGMENTS ART STUDIO AT N61 W6321 TURNER STREET

City Clerk McHugh explained that the request for a Class “B” beer and “Class C” wine license is a unique request for this type of business. Typically beer, wine and liquor licenses are granted to those establishments who’s primary focus is that of a bar or restaurant. In this case, the owners are combining an art studio with a café. She provided information to the Common Council on the rules for the “Class C” wine license and the definition of restaurant according to Wisconsin State Statutes.

Council Member Radtke confirmed that this is not a zoning issue.

In answer to Council Member C. Reimer’s question, City Clerk McHugh stated that the real issue of whether a restaurant meets the qualifications in the Statutes is a local decision.

In answer to Council Member Filter’s question, City Attorney Vance asked if the Council wants to approve these types of requests for licenses and stated that the Health Department does not issue a restaurant license. This may also open the door for other businesses to apply for the same licenses.

Brenda Schilke of Pigments Art Studio addressed the Common Council with pictures of their renovations to the building and a copy of their menu. They are introducing a new concept of an Art Studio in combination with a café. Their food offerings include names of famous artists and will be available from 10 a.m. – 5:00 p.m., Monday – Saturday and 11:00 a.m. – 4:00 p.m. on Sunday.

Council Member Radtke stated that serving food with art is a different concept and will be a benefit to the community. The owners have done a wonderful job with the building.

Motion made by Council Member C. Reimer, seconded by Council Member Loomis, to approve the application from Pigments Art Studio, LLC, Brenda Schilke, agent for a Class “B” Beer license and “Class C” Wine license for Pigments Art Studio at N61 W6321 Turner Street. Motion carried without a negative vote.

ACCEPTANCE OF BID FOR THE COMMUNITY CENTER GYM ROOF REPLACEMENT

Building Inspector Baier stated that approval was given at the April 11, 2011 Common Council meeting for the installation of a standing-seam metal roof and gutter system on the gymnasium, which was also approved by the Landmarks Commission on April 21, 2011. Bids were received from six companies with Paul Crandall and Associates being the low bid for the project. Depending on the Landmarks Commission recommendation (scheduled to meet June 14, 2011), the roof could be either replaced at a cost of \$50,842 for Galvalume Plus finish or \$52,090 for a colored finish.

In answer to Council Member Filter's question, Council Member Maher stated that the difference in price between bids is that Paul Crandall and Associates have the machinery to beat the competition by doing a lot of their own work for the metal roof.

Motion made by Council Member Filter, seconded by Council Member R. Reimer, to accept the bid from Paul Crandall and Associates for the Community Center Gym roof replacement at a cost not to exceed \$50,842 for Galvalume Plus finish or \$52,090 for a colored finish (to be determined by the Landmarks Commission on June 14, 2011). Motion carried unanimously on a roll call vote.

CONSIDER AWARD OF ENGINEERING SERVICES CONTRACT FOR 2011 NR 216 STORM WATER COMPLIANCE REPORTING

Director Wiza stated that as part of the NR 216 storm water permit, the DNR requires an ongoing Illicit Discharge Detection program which mandates testing for storm water pollutants in various outfalls. The program involves dry weather flow sampling and lab testing to search for specific pollutants. Whenever test readings come back positive, a follow-up investigation to determine the source is required. AECOM has provided this service for the City in the past and have met all of the requirements. The department budgeted \$20,000 for this service; however, they have decided to hold off on up-dating the storm water modeling for pollutant loading (SLAMM model) until the DNR clarifies this requirement.

In answer to Council Member R. Reimer's question, Director Wiza stated that it is not a conflict of interest to use AECOM because they are a very large firm and they have different divisions to meet specific needs. Director Wiza has worked with many of the same people over the years who have worked under another company name.

Motion made by Council Member Yip, seconded by Council Member C. Reimer, to award an engineering services contract for the 2011 NR 216 stormwater compliance reporting to AECOM in an amount not-to-exceed \$14,650. Motion carried unanimously on a roll call vote.

CONSIDER 2010 COMPLIANCE MAINTENANCE ANNUAL REPORT (CMAR) FOR THE WASTEWATER TREATMENT PLANT AND RESOLUTION NO. 2011-06 ACCEPTING THE REPORT

Motion made by Council Member Radtke, seconded by Council Member Filter, to accept the 2010 Compliance Maintenance Annual Report (CMAR) for the Wastewater Treatment Plant and adopt Resolution No. 2011-06 accepting the report. Motion carried without a negative vote.

Council Member Filter thanked the Wastewater Treatment Plant employees for doing a superb job of keeping up the plant. The report showed that no points were deducted from any categories in the report.

CONSIDER PROPOSALS FOR AN IMPACT FEE STUDY

City Administrator/Treasurer Mertes stated that at the December 13, 2010 meeting, the Mayor and Common Council suggested a needs assessment be done to review the City's current impact fees. The impact fee amounts are updated annually for the construction cost index but the structure of the fees has not been reviewed since they were implemented or law changes occurred. She received to proposals from Baker Tilly and Municipal Economics & Planning (a division of Ruckert/Mielke).

In answer to Council Member Maher's question, City Administrator/Treasurer Mertes stated that Baker Tilly did the original needs assessment and that may be the difference between the two bids.

In answer to Council Member Loomis' question, City Attorney Vance stated the last assessment was done in 1995 and it is essential do another at this time because the laws have changed.

In answer to Council Member Radtke's question, City Attorney Vance stated that it is possible that the impact fees will be lowered.

In answer to Council Member Maher's question, City Attorney Vance stated that the impact fees are not in the budget bill and that the City collects them when building permits are issued.

Motion made by Council Member Filter, seconded by Council Member Loomis, to accept the proposal for an impact fee study from Baker Tilly in an amount not-to-exceed \$7,000. Motion carried unanimously on a roll call vote.

CONSIDER REPLACEMENT OF SAND WITH ENGINEERED WOOD FIBER CHIPS AT GEORGETOWN PARK

Council Member C. Reimer stated that he is familiar with the park and the sand has created several safety concerns. There are problems with wasps as well as feces from raccoons and/or local cats.

Motion made by Council Member C. Reimer, seconded by Council Member Filter, to approve the replacement of sand with engineered wood fiber chips at Georgetown Park. Motion carried unanimously on a roll call vote.

Council Member R. Reimer requested that all future Blue Sheets show whether an item has been budgeted or not budgeted.

CONSIDER ORDINANCE NO. 2011-08 AMENDING SECTION 8-4-10(b) OF THE CODE OF ORDINANCES PERTAINING TO CONTAINERS USED FOR INTERMENT

Director Wiza stated that a funeral home in the Cedarburg area asked if the City cemeteries would allow "green burials." Green burials basically aim to place the body in direct contact with the soil. The concept was presented to the Public Works Commission and the consensus was not allow them

at this time and suggested a language change to the Municipal Code to state that interments shall be made in a permanent closed, enclosed outer container.

Council Member R. Reimer suggested more language that accurately captures what the commission wants for the casket not to have contact with the earth.

Council Member C. Reimer asked if there were health hazards or ground water concerns that prevent green burials. He opined that it is not the City's job to tell people how to bury their loved ones.

Director Wiza stated that the concept is too new and there is not enough research on green burials. They may become more popular; however, right now very few cemeteries allow this method. It is possible that those owning adjacent sites may be offended.

Council Member R. Reimer stated that the Public Works Commission had a very emotional discussion on this topic and he suggested that the ordinance reflect his changes that describe exactly what the Commission recommended.

Motion made by Council Member Filter, seconded by Council Member C. Reimer, to adopt Ordinance No. 2011-08 amending Section 8-4-10(b) of the Code of Ordinances pertaining to containers used for interment as revised by Council Member R. Reimer. Motion carried with Council Members C. Reimer, Filter, Radtke, Yip and Loomis in favor and Council Members R. Reimer and Maher opposed.

CONSIDER RESOLUTION NO. 2011-07 DESIGNATING AND AUTHORIZING SIGNATURES FOR THE CITY OF CEDARBURG CHECKING AND SAVINGS ACCOUNTS FOR THE ENSUING YEAR

City Administrator/Treasurer Mertes stated that this must be done each year according to Wis. Stat. 34.05. This is the same list as last year, except for the addition of American Depository Management Company, Glendale, Wisconsin, which is connected to Commerce State Bank. Their rates are higher than the State pool and provide additional options.

Motion made by Council Member C. Reimer, seconded by Council Member Loomis, to adopt Resolution No. 2011-07 designating and authorizing signatures for the City of Cedarburg checking and savings accounts for the ensuing year.

In answer to Council Member R. Reimer's question, City Attorney Vance stated that each bank has FDIC approved regulations.

In answer to Council Member C. Reimer's question, City Administrator/Treasurer Mertes stated that the City might only exceed those limits at tax collection time, however, that is the reason for having the collections dispersed at several banks. Harris Bank, Bank Mutual and Port Washington State Bank are collateralized.

In answer to Council Member R. Reimer's question, City Attorney Vance stated that the banks qualify under Chapter 34 of the State Statutes.

In answer to Council Member Maher's question, City Administrator/Treasurer Mertes stated that the City used a Credit Union many years ago. She has listed banks that help with the City's tax collection.

Motion carried with Council Members Filter, Radtke, Maher, Yip and Loomis in favor and Council Members C. Reimer and R. Reimer opposed.

CONSIDER RESOLUTION NO. 2011-08 IMPLEMENTING CITY PICK-UP OF EMPLOYEE RETIREMENT CONTRIBUTIONS PURSUANT TO IRC §414(h)(2)

City Administrator/Treasurer Mertes stated that currently all City contributions are pre-tax and since the State Budget Bill does not address the issue of taxation; nor does the Department of Employee Trust funds, some municipalities are passing a resolution to make that determination. The proposed resolution is based on opinions from Baker Tilly and Foley & Lardner and needs to be in effect before the Budget Bill is passed. When the bill is passed, employees will be required to contribute one-half of the annual contributions to the Wisconsin Retirement System (WRS).

Motion made by Council Member Loomis, seconded by Council Member C. Reimer, to adopt Resolution No. 2011-08 implementing City pick-up of Employee Retirement contributions pursuant to IRC §414(h)(2). Motion carried without a negative vote.

REVIEW PRELIMINARY REDISTRICTING PLAN FOR THE CITY

City Clerk McHugh presented the preliminary redistricting plan for the City that needs to be done every 10 years after a census. The County approved a tentative redistricting plan on May 4, 2011, which started the clock for the drafting of municipal Ward Plans. Assistant County Administrator Jason Dzwinzel has assisted the City in preparing the proposed Ward Plan. The proposed Ward Plan includes 8 wards and the proposed ward boundaries are substantially different from the current ward boundaries. The goal was to make sure that each Council Member remains in a different ward/district. The wards also need to fall within County supervisory districts.

In answer to Council Member C. Reimer's question, City Clerk McHugh stated that the plan will be effective January 2012.

City Attorney Vance stated that term limits in this case are not defined in the Code, as inquired by Council Member R. Reimer. She stated that it would not change the definition of four 2-year terms, as inquired by Council Member C. Reimer.

Council Member Maher expressed concern over losing many of the people in his district who he has established relationships with.

Council Members R. Reimer, Radtke, Loomis and Filter all expressed concerns over the changes to their current districts; however, Council Member Loomis stated that change is inevitable.

City Clerk McHugh stated that wards cannot cross supervisory lines according to State Statutes and that creates many challenges to the current districts.

Assistant County Administrator Dzwinkel stated that the primary factors affecting this preliminary plan are incumbency, population, and the reduction of County Supervisors in Cedarburg from five to four. Each County Supervisory district in the County contains approximately 3,300 people.

In answer to Council Member Maher's question, the map was created by Assistant County Administrator Dzwinkel and City Clerk McHugh. The proposed plan will minimize wards for election administration and allow for only one ballot style in each district. The County has approved the preliminary Supervisory plan for Ozaukee County.

Council Member Maher stated that districts will not contain the same people who elected the current Common Council Members and that he wants to maintain the current district numbers.

In answer to Council Member Radtke's question, Assistant County Administrator Dzwinkel stated that State supplied software was used to draw the preliminary redistricting map.

Council Members Loomis, Filter, C. Reimer and R. Reimer were satisfied with the preliminary plan even though they did not necessarily like the changes to their current districts.

In answer to Council Member R. Reimer's question, City Attorney Vance stated that it may not be possible for cities to have aldermen at-large. City Clerk McHugh stated that a few cities such as Fond du Lac have at-large alderman; however, additional research would need to be done.

Council Member R. Reimer asked that a review be done to determine how the district changes will affect term limits.

City Clerk McHugh stated that she will proceed with the proposed ward map. An ordinance will be drafted defining the ward boundaries.

DISCUSSION OF THE 2012 BUDGET CHALLENGES, CHANGES AND PARAMETERS

City Administrator/Treasurer Mertes stated that the loss in State revenues and tools to make up for loss are still changing and it is difficult to be exact at this time. To-date, staff has prepared a list of possible changes to address the 2012 budget issues resulting from the adoption of the State Budget Bill. She also included changes that can be anticipated for 2012 for discussion. She began by reviewing the most recent State Budget Bill impact for 2012. Cuts in State funding could amount to \$112,382 (Shared Revenue \$35,281, GTA \$57,101, and Recycling \$20,000). Savings could amount to \$98,759 (HSA contribution reduction \$30,500 and WRS contributions \$68,259), for a net impact of a \$13,623 shortfall. Total additional funding necessary is \$257,776 (Fund balance; one time spending 2011 \$65,500 which does not include contingency reserve, Library fund balance use \$68,670, 2012 wage increase per contract – including FICA and WRS is \$44,983, snow & ice melt materials \$35,000, and cable franchise fee – lost revenue \$30,000).

Council Member Maher stated that the Library fund balance is a projection and that the library used less than the allowable fund balance last year.

In answer to Council Member Loomis' question, City Administrator/Treasurer Mertes stated that these figures are as of last week and do not include any changes made today at the State level.

In answer to Council Member Loomis' question, Chief Frank stated that Dispatch Option 2 would have less of an impact on Cedarburg and MABAS would be preserved, especially if the dispatch would be located in Cedarburg. If the dispatch is located in another community, the City would lose some services. It is helpful that all of the communities in the County are on the same records system and that Grafton and Mequon have the same software. Sharing services with Grafton would be favorable because there is a better understanding between the communities rather than using a County dispatch system.

Chief Frank stated that there is some concern in the community if dispatch services are moved away from Cedarburg. It would be to the City's benefit to keep the dispatch center in Cedarburg. If the department wants to remain open 24/7 the City could hire a desk officer; however, that would cut down on the savings. If someone in trouble is able to come to an open police station, it is less likely that a violent crime will happen in front of a witness. The Cedarburg station does have a second lobby to lock someone in if needed. The City also monitors private alarms within the City and is able to provide a quicker response time if there is an invasion or the alarm is activated. The City would lose approximately \$5,000 - \$6,000 if this service is stopped.

In answer to Council Member C. Reimer's question, Chief Frank stated that full coverage services would only be available from 8 a.m. – 3 p.m. because that is a normal shift and it is difficult to stagger the time because of officer scheduling.

In answer to Council Member R. Reimer's question, Chief Frank stated that the City would lose less if services were combined with Grafton rather than the County.

Council Member Loomis thanked Chief Frank and commended him for his list of options and realizes that it is never an easy task to cut costs. He understands that the least favorite option is to combine services with the County and it would be best to share services with Grafton or Mequon. If the dispatch were housed in Cedarburg, the City would not lose any services.

In answer to Council Member C. Reimer's question, Chief Frank stated that Cedarburg and Grafton's equipment is about the same age and condition. If the service is combined then capital upgrades would be apportioned.

Council Member R. Reimer suggested that a study group be held to review the 35 items of potential changes to help balance the 2012 budget.

City Administrator/Treasurer Mertes stated that it worked well to meet with the Mayor and Council President last year to review the possible changes to balance the budget in 2011.

Council Member Art Filter expressed concern for reducing funding for the Civic Band because fundraising is difficult.

Council Member Yip is a member of the Civic Band and he stated that the band is exploring the option of playing for other communities to raise funds.

Council Member Maher expressed concern for possibly selling City owned properties, especially the Girl Scout House because it was a donation to the City by the Cedarburg Woman's Club. Council Member C. Reimer agreed.

City Administrator/Treasurer Mertes stated that this is a starter list to encourage discussion. She encouraged Council Members to save this list and to contact her with any questions or concerns.

CONSIDER BUDGET CALENDAR FOR 2012

City Administrator/Treasurer Mertes stated that on July 7, Department Heads and Supervisors will begin the budget process, which is the same time line as last year. The budget will be distributed to the Common Council on October 6 with the public hearing/budget presentation on October 10.

Council Member Maher asked if the Council could receive the proposed budget prior to it being published in the *News Graphic*.

City Administrator/Treasurer Mertes stated that she could provide the line items without the written text.

REVIEW AND CERTIFY CODE OF ETHICS

Motion made by Council Member C. Reimer, seconded by Council Member Yip, to confirm the review and certification of the Code of Ethics by the Common Council. Motion carried without a negative vote.

CONSIDER PAYMENT OF BILLS FOR THE PERIOD 5/4/11 THROUGH 6/3/11, ACH TRANSFERS FOR THE PERIOD 4/20/11 THROUGH 6/6/11, AND PAYROLL FOR THE PERIOD 4/29/11 THROUGH 6/3/11

Motion made by Council Member Filter, seconded by Council Member Loomis, to approve the payment of bills for the period 5/4/11 through 6/3/11, ACH transfers for the period 4/20/11 through 6/1/11, and payroll for the period 4/29/11 through 6/3/11. Motion carried unanimously on a roll call vote.

LICENSE APPLICATIONS

Motion made by Council Member Filter, seconded by Council Member Loomis, to authorize the issuance of the following licenses as presented, with the exception of an operator's license for Aaron J. Schmidt as recommended by Chief Frank.

Authorize issuance of premises licenses for the period ending June 30, 2012:

"CLASS B" LIQUOR AND CLASS "B" BEER RETAILER'S LICENSE

Cedarburg Cultural Center, Inc.
(Cultural Center)
Larry A. Gergens – agent
W62 N546 Washington Avenue

Jose J. Herrera
(Jalisco Restaurant)
W63 N146 Washington Avenue

Steven W. Banas
(August Weber Haus)
W63 N678 Washington Avenue

“CLASS C” WINE AND CLASS “B” BEER RETAILER’S LICENSE

Select Display, Inc.
Dbas/The Hub
Richard G. Lanser - Agent
W63 N631 Washington Avenue

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

Authorize issuance of renewal Operator's License for period ending June 30, 2012:

Christine M. Jackson	Nicholas J. Moran
Steven D. Eskin	Trevor E. Timm
Lori A. Guyant	Thomas E. Frank
Dennis F. Jaeger	Kimberly L. Doran
Steven L. Shapson	Margery B. Potter
John W. Riege	Mary B. Pistiner
Spencer D. Thomas	Maria T. Carrillo Sanchez
Lori L. Adams	Robert A. Schnuck
Sheridan P. Riley	Ken L. Weintraub
Randall H. Kison	John C. Piaro
Elizabeth F. Riley	Sheri A. Nitsch
MacKenzie E. Fleming	Charles H. Strohbach
Stephany S. Schwab	Christine M. Hesse
Thomas H. Hesse	David L. Polzin
Connie D. Kimball	Daniel M. Burbach
Christopher R. Bumpke	Christine M. Habich
Joseph P. Willbrandt	Bradley F. Diamond
Richard D. Dickmann	James W. Zipter
Roger E. Behling	Susan K.A. deShazer
Jean M. Snow Lambo	Sharleen M. Pokora
Michael W. Mohr	David B. Myers
Evan N. Bray	Adam C. Buth

Gina A. Heidemann	Hadley W. Pape
Joey M. Baumle	Bethany S. Dykstra
Elizabeth M. Ryan	Darrel J. Blank
Edmund A. Kwaterski Jr.	Frederick A. Beyer III
John E. Zarling	Melissa M. Radtke
Annette M. Mytko	Mark A. Kennedy
Eric T. Gutbrod	B.J. Homayouni
Anne M. Conley	Lauren R. Hofland
Jason U. Collins	LeRoy C. Haeuser

Authorize issuance of new Operator's License for period ending June 30, 2011

Spencer D. Thomas	Christine M. Hesse
Thomas H. Hesse	Lauren R. Hofland
Edmund A. Kwaterski Jr.	

Authorize issuance of new Operator's License for period ending June 30, 2012:

Michelle L. Welch	Joseph K. McCullough
Terry W. Davinroy	Stacey L. Wedereit

CITY ADMINISTRATOR'S REPORT

City Administrator/Treasurer Mertes stated that she distributed a memo to all City issued credit card users on May 11 and all receipts have been submitted with the credit card statements to-date. In regard to pay rate changes for payroll, they are being done by Accountant I Curran to satisfy the request from Reilly, Penner and Benton.

COMMENTS & ANNOUNCEMENTS BY COUNCIL MEMBERS

Council Member Filter stated that he will vote against any further work on the creekwalk if changes are made to personnel or staffing levels for budget saving purposes.

MAYOR'S REPORT - None

ADJOURNMENT – CLOSED SESSION

Motion made by Council Member C. Reimer, seconded by Council Member R. Reimer, to adjourn to closed session at 9:17 p.m. pursuant to Wis. Stats. 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Approval of closed session minutes of May 9, 2011. Motion carried without a negative vote.

RECONVENE TO OPEN SESSION

Motion made by Council Member C. Reimer, seconded by Council Member Maher, to reconvene to open session at 9:33 p.m. Motion carried without a negative vote.

CONSIDER AUTHORIZATION TO FILL A VACANT PUBLIC WORKS CREW PERSON POSITION

Motion made by Council Member R. Reimer, seconded by Council Member C. Reimer, to authorize the filling of a vacant Public Works crew person position. Motion carried without a negative vote.

ADJOURNMENT – CLOSED SESSION

Motion made by Council Member C. Reimer, seconded by Council Member Loomis, to adjourn to closed session at 9:36 p.m. pursuant to Wis. Stats. 19.85(1)(e) 19.85(1)(e) to deliberate or negotiate the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, more specifically, to discuss an Intergovernmental Services Agreement with the Village of Grafton and to discuss the Prochnow remediation. Motion carried without a negative vote.

ADJOURNMENT

Motion made by Council Member C. Reimer, seconded by Council Member Filter, to adjourn the meeting at 10:32 p.m. Motion carried without a negative vote.

Amy D. Kletzien, MMC/WCPC
Deputy City Clerk