

**CITY OF CEDARBURG
COMMON COUNCIL
July 30, 2012**

CC20120730-1

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, July 30, 2012 at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers. Council President Radtke called the meeting to order at 7:00 p.m.

ROLL CALL: Present - Common Council: Council Members Chris Reimer, Ron Reimer, Art Filter, Paul Radtke, Michael Maher, Douglas Yip, Mike O'Keefe

Excused - Mayor Kip Kinzel

Also Present - City Attorney Kaye Vance, City Administrator/Treasurer Christy Mertes, Director of Engineering and Public Works Tom Wiza, Director of Parks, Recreation and Forestry Mikko Hilvo, City Clerk Constance McHugh, City Forester Kevin Westphal, Library Director Mary Marquardt, Emergency Management Director Kevin Runkel, Emergency Management Deputy Director Frank Even, Library Board President Sue Karlman, Library Board Member Steve Ruggieri, Forestry Intern Grant Haynes, Paul Vepraskas of Foth Engineering, interested citizens and news media

STATEMENT OF PUBLIC NOTICE

At Acting Mayor Radtke's request, City Clerk McHugh 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.

As Acting Mayor, Council Member Radtke said he would retain his right to vote as Council Member of the 4th Aldermanic District.

APPROVAL OF MINUTES

Motion made by Council Member Filter, seconded by Council Member C. Reimer, to approve the minutes of the July 9, 2012 meeting as presented. Motion carried unanimously. Council Member Filter said the July 9th minutes were some of the best minutes he has read.

COMMENTS AND SUGGESTIONS BY CITIZENS

Steve Ruggieri, W52 N621 Highland Drive, commended Director Hilvo for the fantastic job he did in organizing the Cedarburg Triathlon.

REPORT BY THE CITY FORESTER ON THE STATUS OF THE TREE INVENTORY

City Forester Westphal and Paul Vepraskas of Foth Engineering gave an overview of the tree inventory and management program being implemented called TreeSites.

Forester Westphal said that management of any resource begins with an inventory of that resource. An inventory is an essential tool which provides a current record of the resources so he can plan, schedule and monitor maintenance tasks and make management decisions. In 2010 he began working with Foth Engineering to implement a GIS street tree inventory and management system. The system includes such information as the number and width of street trees, the number and location of vacant sites, the make up trees, the condition of trees, the maintenance condition of the trees, the appraisal value of trees, the canopy condition, and cost-benefit analysis. Once the inventory is complete, the management phase will begin, which focuses on tree planting, maintenance and removal.

Forester Westphal said that for each of the 7,000 street trees in the City, TreeSites handles mapping, data storage, work histories, recording keeping, and reporting and allows quick access to information. TreeSites is a tree inventory and management program all in one.

An intern has been inventorying approximately 125 trees per day using a mobile application on a wireless tablet. A total of 3,141 street trees have been inventoried so far, about one half of the street trees in the City. Using the desktop application, Forester Westphal can see what the intern is doing at any given point. All information is real time. Anyone with a username and password can log into the system, which can be accessed from anywhere.

Mr. Vepraskas demonstrated the desktop application that is used by Forester Westphal in his office. The program is hosted by Amazon and backed up on a nightly basis. Users can search by parcel, groups of parcels, and trees. The program has the ability to take and incorporate photos and documentation and can integrate with Google street maps. A variety of reports can also be generated. It is estimated that the 3,141 trees that have been inventoried to date are worth about \$9.7 million.

Council Member Filter asked if the Council can expect to see a request for additional funds for this program in the upcoming budget.

Forester Westphal said that money budgeted thus far was to cover the inventory of street trees. He said that he would like to continue efforts and inventory park trees.

Council Member R. Reimer asked if the system is backed up. Mr. Vepraskas said that the information is hosted by Amazon and is backed up and has high security. Acting Mayor Radtke said the information is stored in the Cloud.

The Council thanked Forester Westphal and Mr. Vepraskas for their presentation.

CONSIDER BUDGET CALENDAR FOR 2013

City Administrator/Treasurer Mertes said that the same calendar as used in past years is being presented to the Council, with the exception of the budget public hearing to be held at the last meeting in October rather than the first meeting. October 15 and 22 are open for possible budget meetings.

Motion made by Council Member Filter, seconded by Council Member Reimer, to adopt the budget calendar as presented, subject to change as necessary. Motion carried unanimously.

CONSIDER APPOINTMENT OF DICK DIEFFENBACH TO THE PARKS, RECREATION AND FORESTRY BOARD

Motion made by Council Member Filter, seconded by Council Member C. Reimer, to approve the Mayor's appointment of Dick Dieffenbach to the Parks, Recreation and Forestry Board, with the term to expire April 30, 2014. Motion carried unanimously.

CONSIDER HANOVER AVENUE – NORTH REPLACEMENT BUILDING OPTION AS AN ADDITIONAL OPTION FOR THE LIBRARY BUILDING

Director Marquardt said that at the July 18 Library Board meeting, Architect Alex Ramsey presented the Board with three building options – two for the south site and one for the north site. She said the Library Board was surprised to see a library of the intended size could be built on the Hanover Avenue north site.

Director Marquardt said the new option would have the following savings: \$45,000 because the current library would not have to be removed, \$16,339 because the basement in the new library would not be filled; \$10,000 because there is no environmental remediation needed for the north site, \$75,000 because there is no need for an interim library facility; and \$38,000 because only one move of the library operations is required. There could be an unknown cost savings because the City will not have to immediately address the unknown cost for resolving the Town's interest in the current library site. The Library Board has requested that the Town Board address the library ownership issue at its meeting on August 1st.

Director Marquardt said the Library Building would be added to the City's tax rolls through lease or future sale if the library is located on the north Hanover Avenue site. Offsetting some of these savings are costs associated with relocating the Emergency Management functions to other locations in the City. The City would also lose \$24,000 in annual rental income that the Emergency Management building generates. It is estimated to cost \$35,400 to remove the Emergency Management building.

Deputy Director Evan asked if everyone is aware the current building is in the flood plain and there was a flood a few years ago with 2-3 inches of water in the basement. He also questioned where Emergency Management functions would be relocated to. There will also be costs to relocate the antennae.

Library Board President Karlman said that there is a good amount of money budgeted for the moving of the Emergency Management operations and antennae.

Director Marquardt said the Library Board is not asking the Council to vote on either the north site option or the south site option, but to have the opportunity to look at the north site as an option.

Council Member Filter said the Library Board should look at all options and come back to the Council.

Acting Mayor Radtke explained the Council voted on using the south Hanover Avenue site for the new library at a previous meeting and now the Library Board wants to look at another option.

Council Member Yip asked why the Library Board is coming to the Council now with this option.

Council Member Maher said there could be a potential issue with the ownership of the south site. The Library Board discussed possibly building the library on the north Hanover site and would like to explore that option if indeed there is an ownership issue. The Library Board just wants the option of exploring the possibly of building the library on the north site.

Council Member C. Reimer asked if this would have to come back to the Council for final approval.

Acting Mayor Radtke said there are a lot of unknowns at this time and he cannot make the decision to relocate the library at this meeting. The Library Board is only asking for the ability to explore another option.

Council Member Maher said the Library is not abandoning the south option.

Council Member R. Reimer said the Library Board should do due diligence and be able to look at another option; however, the Council cannot stay out of the final decision.

Council Member Maher said the Town Board meets on August 1. The Library Board hopes to know how they will proceed and what their intentions are in terms of the current library building.

President Karlman said the Library Board would like to know what the Town's intentions are in terms of the library building and ownership. Depending upon the outcome, the Library Board would like the option to explore the north site alternative.

Acting Mayor Radtke said the Council is just deciding if the Library Board should explore another option. The issues relating to the Emergency Management building and relocation of operations will need to come back to the Council.

Attorney Vance said the Council could rescind the prior motion to locate the library on the south Hanover site and then make a motion to explore the possibility of locating the library on the north Hanover site.

Motion made by Council Member Filter to rescind the Council motion approved on February 27, 2012 to proceed with the Hanover Avenue south replacement option and to proceed with architectural renderings and cost estimates. The motion was seconded by Council Member Maher.

After discussion of the motion, Council Member C. Reimer made a motion to call the question. The motion was seconded by Council Member Filter. Motion carried with Council Members C. Reimer, R. Reimer, Filter, Radtke, Yip and O'Keefe voting aye and Council Member Maher voting nay.

With Council Members C. Reimer, Filter, Radtke, Maher, and O'Keefe voting aye and Council Members R. Reimer and Yip voting nay, the motion to rescind the Council motion approved on February 27, 2012 to proceed with the Hanover Avenue south replacement option and to proceed with the architectural renderings and cost estimates carried.

Council Member Maher made a motion that the Council go forward with the previous motion to proceed with the Hanover Avenue south replacement option and to add the Hanover Avenue north replacement option as an additional option. The motion died due to a lack of a second.

Council Member R. Reimer made a motion that the Council ask the Library Board to get information on the north site comparable to where the south site information is, including impacts on Emergency Management and other things. The motion was seconded by Council Member Maher and carried unanimously.

CONSIDER BUILDING USE AGREEMENT WITH BMO HARRIS BANK FOR USE OF THE BUILDING AT W57 N14280 DOERR WAY AS A FINANCIAL PROCESSING FACILITY DURING BUSINESS RESUMPTION CONDITIONS

Motion made by Council Member Filter, seconded by Council Member O'Keefe, to approve a Building Use Agreement with BMO Harris Bank for use of the building at W57 N14280 Doerr Way as a financial processing facility during business resumption conditions. Motion carried unanimously.

CONSIDER ORDINANCE NO. 2012-14 REPEALING SEC. 5-2-4(f)(2) OF THE MUNICIPAL CODE PERTAINING TO FIRE INSPECTION FEES PLACED ON THE TAX ROLL AS A SPECIAL CHARGE

This item was removed from the agenda.

CONSIDER PERFORMANCE BOND IN LIEU OF LETTER OF CREDIT FOR THE PRAIRIE VIEW SUBDIVISION AND DEVELOPMENT AGREEMENT AMENDMENT

Motion made by Council Member Filter, seconded by Council Member C. Reimer, to approve a Performance Bond in lieu of a Letter of Credit for the Prairie View Subdivision and Development Agreement amendment. Motion carried unanimously.

PAYMENT OF BILLS

Motion made by Council Member C. Reimer, seconded by Council Member Yip, to approve the payment of the bills for the period 06/29/12 through 07/19/12, ACH transfers for the period 07/01/12 through 07/27/12, and payroll for the period 06/24/12 through 07/21/12. Motion carried unanimously.

Council Member C. Reimer questioned why phone bills for certain Departments, such as the Wastewater Treatment Plant and Fire Department, are so high. Director Wiza said that the SCADA system at the Wastewater Treatment Plant makes calls frequently. City Administrator/Treasurer Mertes said that charges for the Wastewater Treatment Plant have actually decreased in the past few years.

Council Member C. Reimer questioned cell phone bills for some employees are higher than others.

City Administrator/Treasurer Mertes said that some employees have data plans on their smart phones, thereby costing more. Some employees choose to use their personal cell phones so those bills are lower.

Director Wiza said that in the case of the Superintendent of Public Works, there is a high usage because of the number of calls he receives in the field.

LICENSE APPLICATIONS

Motion made by Council Member R. Reimer, seconded by Council Member O'Keefe, to approve new Operator's License applications for the period ending June 30, 2013 for Gary L. Hanson and Yolanda M. Peplinski, and to approve renewal Operator's License applications for the period ending June 30, 2013 for Walter H. Alverson, LeRoy C. Haeuser, Lori A. Haeuser, Neal C. Maciejewski, Patrick R. Riley, Richard J. Roden, and Robert J. Roden. Motion carried unanimously.

CITY ADMINISTRATOR'S REPORT

City Administrator/Treasurer Mertes said Rachel Gerstner has been hired as a new operator at the Wastewater Treatment Plant. She begins her employment on August 20.

City Administrator/Treasurer Mertes said Mercy Orthodox Church will no longer be renting the Emergency Management facility as of October 31.

City Administrator/Treasurer Mertes said meetings regarding the I-43 North/South Corridor study will be held in Mequon on August 7 and at Nicolet High School on August 8.

COMMENTS AND ANNOUNCEMENTS BY COUNCIL MEMBERS

Council Member Filter said that he was originally against the purchase of the standup lawn mower; however, after talking to Forester Westphal and seeing the mower in action, he feels it was a very good purchase.

ADJOURNMENT

Motion made by Council Member C. Reimer, seconded by Council Member Filter, to adjourn the meeting at 8:15 p.m. Motion carried unanimously.

Constance K. McHugh, MMC/WCPC
City Clerk