

**CITY OF CEDARBURG
MEETING OF COMMON COUNCIL
JANUARY 8, 2018 – 7:00 P.M.**

A meeting of the Common Council of the City of Cedarburg, Wisconsin, will be held on Monday, January 8, 2018 at **7:00 p.m.** at City Hall, W63 N645 Washington Avenue, Cedarburg, WI, in the second floor Council Chambers.

AGENDA

1. CALL TO ORDER - Mayor Kip Kinzel
2. MOMENT OF SILENCE
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL: Present – Common Council – Mayor Kip Kinzel, Council Members John Czarnecki, Jack Arnett, Dick Dieffenbach, Rick Verhaalen, Patricia Thome, Mike O’Keefe
5. STATEMENT OF PUBLIC NOTICE
6. APPROVAL OF MINUTES* - December 11, 2017
7. COMMENTS AND SUGGESTIONS FROM CITIZENS** Comments from citizens on a listed agenda item will be taken when the item is addressed by the Council. At this time individuals can speak on any topic not on the agenda for up to 5 minutes, time extensions at the discretion of the Mayor. No action can be taken on items not listed except as a possible referral to committees, individuals or a future Council agenda item.
8. NEW BUSINESS
 - * A. Consider Resolution No. 2018-01 commending Mitch Regenfuss for his years of service on the Common Council; and action thereon
 - * B. Consider Resolution No. 2018-02 commending retiring Sergeant Rick Leach for his years of service; and action thereon
 - * C. Consider request of Donna Taylor of the Anvil Pub & Grill at N70 W6340 Bridge Road to amend the premise description of the Class “B” beer and “Class B” liquor licenses to serve alcohol inside a tent in front of the restaurant for an event to be held on January 16, 2018 from 7:00 p.m. to 11:30 p.m.; and action thereon
 - * D. Consider proposal from Symbiont Engineering for engineering services related to WDNR Permit Compliance; and action thereon
 - * E. Consider approval of change order received from Vinco for extra work to address unknown subsurface conditions at the Western Road communications monopole site; and action thereon

- * F. Consider payment of bills for the period 12/07/17 through 12/29/17, transfers for the period 12/09/17 through 01/05/18, and payroll for the period 12/03/17 through 12/30/17; and action thereon

- *** G. Consider License Applications; and action thereon

- 1. Consider approval of new Operators License applications for the period ending June 30, 2018 for Nicholas A. Boylen, Keri L. Dietrich, Brian C. Tiegs; and action thereon

9. REPORTS OF CITY OFFICERS AND DEPARTMENT HEADS

- * A. Administrator's Report
- * B. Building Inspector's Report – December 2017

10. COMMUNICATIONS

- ** A. Comments and suggestions from citizens
- B. Comments and announcements by Council Members
- C. Mayor's Report

11. ADJOURNMENT – CLOSED SESSION

It is anticipated the Common Council will adjourn to closed session pursuant to State Statutes 19.85(1)(g) to confer with legal counsel who is rendering oral or written advice concerning strategy to be adopted by the Council with respect to litigation in which it is or is likely to become involved, more specifically, to discuss Ozaukee County Case Number 2017CV000469 Steven W. Banas et al vs. City of Cedarburg et al, and State Statutes 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session, more specifically, to consider cellular tower leases for location on the monopole being constructed on Western Avenue, to consider granting an option to purchase a City-owned property at N144 W5888 Pioneer Road, and to consider the possible purchase of a parcel of land that is a portion of N69 W5269 Columbia Road for construction of a sanitary sewer pump station. Approval of December 11, 2017 closed session minutes.

12. RECONVENE TO OPEN SESSION

13. Discussion and possible action on the offer to purchase a parcel of land that is a portion of N69 W5269 Columbia Road, Cedarburg, Wisconsin, from Harris N.A. for the construction of a sanitary sewer pump station pursuant to the Relocation Order dated June 26, 2017

14. Discussion and possible action on granting an option to purchase the former sewer remote receiving site at N144 W5888 Pioneer Road to Pioneer Real Estate Development, LLC

15. ADJOURNMENT

Individual members of various boards, committees, or commissions may attend the above meeting. It is possible that such attendance may constitute a meeting of a City board, committee or commission pursuant to State ex. rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 NW 2d 408 (1993). This notice does not authorize attendance at either the above meeting or the Badke Meeting, but is given solely to comply with the notice requirements of the open meeting law.

* *Information attached for Council; available through City Clerk's Office.*

** *Citizen comments should be primarily one-way, from citizen to the Council. Each citizen who wishes to speak shall be accorded one opportunity at the beginning of the meeting and one opportunity at the end of the meeting. Comments should be kept brief. If the comment expressed concerns a matter of public policy, response from the Council will be limited to seeking information or acknowledging that the citizen has been understood. It is out of order for anyone to debate with a citizen addressing the Council or for the Council to take action on a matter of public policy. The Council may direct that the concern be placed on a future agenda. Citizens will be asked to state their name and address for the record and to speak from the lectern for the purposes of recording their comments.*

*** *Information available through the Clerk's Office.*

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO
ACCOMMODATE THE NEEDS OF INDIVIDUALS WITH DISABILITIES.
PLEASE CONTACT THE CITY CLERK'S OFFICE AT (262) 375-7606
E-MAIL: cityhall@ci.cedarburg.wi.us

01/04/18 ckm

**CITY OF CEDARBURG
COMMON COUNCIL
December 11, 2017**

**CC20161211-1
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, December 11, 2017, at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers. Mayor Kinzel called the meeting to order at 7:00 p.m.

ROLL CALL: Present - Common Council – Mayor Kip Kinzel, Council Members John Czarnecki, Jack Arnett, Dick Dieffenbach, Rick Verhaalen, Mitch Regenfuss, Patricia Thome, Mike O’Keefe

Also Present - City Administrator/Treasurer Christy Mertes, City Attorney Michael Herbrand, Director of Engineering and Public Works Tom Wiza, Police Chief Tom Frank, Deputy City Clerk Amy Kletzien, City Planner Jon Censky, Library Director Linda Pierschalla, Economic Development Coordinator Mary Sheffield, Chamber of Commerce Director Jennifer Andreas, Steve Chandler and Greg Fuson from ChandlerThinks, School Superintendent Todd Bugnacki, School Board Member Kevin Kennedy, 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 Thome, seconded by Council Member O’Keefe, to approve the minutes of the November 27, 2017 meeting as presented.

In answer to Council Member Dieffenbach’s question, City Administrator/Treasurer Mertes stated that Ansay & Associates is doing research and the flood plain insurance most likely will be reduced to \$3,000,000.

Motion carried without a negative vote.

COMMENTS AND SUGGESTIONS FROM CITIZENS – None

PRESENTATIONS

PRESENTATION BY CHANDLERTHINKS ON CEDARBURG BRANDING INITIATIVE

Council Member Arnett introduced Steve Chandler and Greg Fuson of ChandlerThinks who was hired by six entities, including the City of Cedarburg, for the Cedarburg branding initiative. They will be in the City for a few days to talk to a number of stakeholders.

Steve Chandler said that his company helps communities brag about themselves and manage their reputation. They will help preserve what is good about the community and also progress and grow the Cedarburg way.

He explained that he has worked with 110 different communities in the last twelve years, which brings experience that is relevant to the task at hand. Branding is difficult and involves more than creating a new logo and a catchy tagline. It is very different from branding a product that sits on shelf at the store because these products: 1) all own their name; 2) have complete control of their product; and 3) have complete control of top down command. People do not necessarily remember the logo or tagline for a community but they do remember how you made them feel, where they ate, the stores they visited, and the extra touch of hospitality they received. The branding is about a central story. He referred to Tennessee as the music city and explained that it is part of its DNA. Steve Chandler will be researching and talking to people in the community without bias. The group will tour the City and hold group discussions including businesses, arts, retail, and students from CHS over the next few days. They will also talk to neighboring communities to get a feel for Cedarburg's reputation. Afterwards, they will return to Tennessee to discuss the information that was gathered and make a survey available to the citizens of Cedarburg. Steve Chandler will return in two to three months with a presentation. This will be followed by the creative process to develop the story for Cedarburg. Steve Chandler explained that the City's image and reputation will always be a permanent agenda item and will not stop with a logo and tagline. They will provide information on how to keep branding on the agenda at all times.

Council Member Thome asked that they go inside the Cedarburg Performing Arts Center and backstage because it is a huge asset.

NEW BUSINESS

CONSIDER RECOMMENDATION OF POLICE CHIEF TO DENY NEW OPERATOR'S LICENSE APPLICATION OF J RYAN FONDER; AND ACTION THEREON

Police Chief Frank recommended the denial of an Operator's License for J Ryan Fonder based on two criminal drug arrests from 1996 and another more recent arrest in 2013 of criminal damage to property; however, the District Attorney did not charge that crime. The applicant also failed to disclose on his application the felony arrest and conviction.

In answer to Council Member Verhaalen's question, Police Chief Frank explained that the difference between a misdemeanor and a felony is the seriousness of the offense. Generally, a second criminal drug arrest is charged as a felony.

In answer to Council Member Thome's question, Police Chief Frank explained that a felony drug charge for a licensed bartender applicant is a serious matter.

In answer to Council Member O'Keefe's question, Police Chief Frank confirmed that the criminal damage account was not charged and a citation was not issued.

Mr. Fonder stated that he is currently a bartender at Morton's. In 1996 he was 19 years old and was pulled over for speeding and caught with a pot pipe for the second time. He had a public defender and he pled guilty to a felony charge at the recommendation of the public defender. He has not had any drug or alcohol related incidents since 1996. He needs a second job to be certain that his

children stay on the straight and narrow. He has three sons, ages 18, 17 and 3. He is doing whatever he can to make enough money to provide for them the best that he can. He is hoping the Council can look past the letter of the law and grant him the license.

In answer to Council Member Verhaalen's questions, Mr. Fonder stated that he did not disclose his conviction because he has a concealed carry license, is a registered voter, and carries a passport. He did not think that the felony was still relevant and that there was a statute of limitations. He was naïve and did not realize the record would go back 21 years. The criminal damage charge was the result of an argument and him throwing a pumpkin through a screen door.

In answer to Council Member O'Keefe's question, Mr. Fonder said that he was not charged with domestic violence, it was criminal damage to property on a rental property. All charges were dropped and he never had to pay a fine.

In answer to Council Member Dieffenbach's question, Mr. Fonder stated that if the license is denied he would have to switch to another position or work with another licensed bartender, which would limit his hours.

Council Member O'Keefe asked to look at the application. He stated that the form specifically asks if the applicant was ever convicted of a felony and he answered, no.

Mr. Fonder stated that was not clear because in any other instances where he has to prove whether or not he is a felon (concealed carry license, voter registration, or passport application) there has not been an issue. It is his ignorance as to how the law is written and recorded. He should have read the application better; however, clear language is not necessarily all there is to it; especially with governmental forms. He has gone through life thinking that he is not a felon and that portion of his life is in the past and he has moved on but it continues to surface.

In answer to Council Member Verhaalen's question, Mr. Fonder explained that he owns a repair/maintenance company for rental properties in Milwaukee since 2014; however, he has been doing this work for 20+ years.

Mayor Kinzel stated that the City does not take these situations lightly and he appreciated that Mr. Fonder answered the questions.

Mr. Fonder replied that he understood how the law is written and he came to plead his case. He thought it may be a lost cause; however, he wanted to explain anyway. It happened 21 years ago and he is just a struggling dad.

Council Member Arnett asked Chief Frank if it was still his recommendation to deny the operator license after hearing Mr. Fonder's testimony.

Chief Frank stated that he thought it was deceptive not to answer the question properly and that his name was shown as Jay from the State of Wisconsin.

Mr. Fonder stated that J is his legal name and is shown that way on his birth certificate, social security card and driver's license. When he was in grade school he would sign his name as Jay; however, his name has always been the letter "J."

Motion made by Council Member O'Keefe, seconded by Council Member Czarnecki, to deny the new Operator's License application of J Ryan Fonder based on the recommendation of the Police Chief. Motion carried without a negative vote.

CONSIDER REQUEST TO HIRE A POLICE OFFICER AND TO PROMOTE A PATROL SERGEANT; AND ACTION THEREON

Police Chief Frank recently received a letter of intent from Patrol Sergeant Richard Leach to retire on January 5, 2018. As a result, he is asking permission to replace an officer as to remain at 20 sworn officers, if he in fact retires on January 5. In addition he wants to promote a patrol officer to fill the Patrol Sergeant position.

In answer to Council Member O'Keefe's question, Chief Frank stated that the promotion would be handled internally. Once the Council approves of the budget amount, the Police & Fire Commission will determine the process for the promotion, the Department will make a recommendation, and the Commission will either approve or deny the recommendation.

Motion made by Council Member O'Keefe, seconded by Council Member Dieffenbach, to authorize hiring a Police Officer and promoting a Patrol Sergeant. Motion carried without a negative vote.

CONSIDER ORDINANCE NO. 2017-31 AMENDING SEC. 15-5 OF MUNICIPAL CODE RELATING TO SUBDIVISION SIGNAGE; AND ACTION THEREON

Planner Censky stated that this ordinance will serve to amend the Sign Code to permit subdivision identification signs, subject to Plan Commission approval. Currently these signs are prohibited. The proposed ordinance requires that all subdivision identification signs be monument style signs at a maximum height of 7 feet and 32 square feet per face in size and that no more than two identification signs will be allowed per subdivision. Furthermore, there shall be a 5-foot landscaped area extending out from the base of the sign and Plan Commission approval shall be required. Additionally, the signs may be externally lit but will need to be shielded as to not see a point source. This request originated with a request for the Glen at Cedar Creek Subdivision. The Plan Commission felt that if properly designed and appropriately lit, subdivision signs would not be offensive and they directed staff to draft an ordinance to establish rules governing the height, size, aesthetics and location.

In answer to Council Member Verhaalen's question, Planner Censky explained that a maximum of two identification signs were chosen because often you will see two signs at the main entrance or a subdivision with two arterial roads.

City Attorney Herbrand stated that the language of Ordinance No. 2017-31(e)(2) specifies that there shall be not more than two (2) subdivision identification signs for each point of vehicular access to the subdivision.

Council Member Arnett expressed concern for established neighborhoods requesting signs.

Planner Censky stated that signs are generally used in platted subdivisions and as more subdivisions are built on the outskirts of the City they want to be identified. To be classified as a subdivision, is based on the plat.

Council Member Arnett asked if seven feet was too tall in regard to vehicular access and site lines.

Planner Censky explained that any sign requests will have to go through an approval process, which includes every City Department reviewing it for the sign and location for those types of concerns.

Council Member Arnett questioned signs that may look dated after a while and what if a subdivision does not have a homeowners association to enforce maintenance of the signs.

Council Member Verhaalen understood Council Member Arnett's concerns that initially the sign is new; however, they may not have a provision to maintain it or pay for the electricity.

Planner Censky stated that typically the newer developments have a homeowners association. In regard to Cedar Pointe, this subdivision has several different phases and there was never a request for signage. It does address maintenance of the signs in Ordinance No. 2017-31 Sec. 15-5-14(e)(7) *Maintenance. The sign and adjacent landscaping shall be maintained to the standards as originally erected/installed in perpetuity.* If the sign deteriorates, the City will be able to enforce repair of the sign.

Council Member Thome stated that her neighborhood has 19 houses and they have Owner Association fees. They are a good example; however, they do not want a sign. She understands that there is a liability anytime you add a standing structure. There will be a full review and evaluation before a sign is approved.

Mayor Kinzel stated that most signs are being requested for subdivisions on the outskirts of the City and the signs will help identify those subdivisions. He did not see existing neighborhoods requesting signs.

In answer to Council Member Arnett's question, Planner Censky stated that the ordinance applies to any new signs so adding an effective date is not necessary.

Motion made by Council Member Verhaalen, seconded by Council Member Thome, to adopt Ordinance No. 2017-31 amending Sec. 15-5 of Municipal Code relating to subdivision signage.

Council Member Dieffenbach asked for an amendment to the motion to only allow a two side display maximum. The amendment failed for lack of a second motion.

The main motion carried with Council Members Czarnecki, Dieffenbach, Verhaalen, Regenfuss, Thome and O'Keefe voting in favor and Council Member Arnett opposed.

CONSIDER ORDINANCE NO. 2017-32 AMENDING SEC. 3-6-3 TO 3-6-7 OF THE MUNICIPAL CODE ADJUSTING THE IMPACT FEES FOR LIBRARY FACILITIES, POLICE DEPARTMENT FACILITIES, WATER SUPPLY FACILITIES, PARK FACILITIES, AND WASTEWATER TREATMENT PLANT; ORDINANCE NO. 2017-33 AMENDING SEC. 9-2-6(c) ADJUSTING THE SANITARY SEWER CONNECTION FEE; AND ORDINANCE NO. 2017-34 AMENDING SEC. 14-1-84 ADJUSTING THE FEES IN LIEU OF PARKLAND AND AMENDING SEC. 14-1-100(g) ADJUSTING THE PUBLIC SITE FEES BASED ON THE CONSTRUCTION COST INDEX PUBLISHED IN THE ENGINEERING NEWS RECORD AND CALCULATED BASED ON THE ANNUAL INCREASE IN THE CCI INDICES; AND ACTION THEREON

Director Wiza explained that this affects three different ordinances. Every year the City adjusts the impact fees, sewer connection fee and fees in lieu of parkland based on the 20 City Construction Cost Index published in the Engineering News Record and calculated based on the annual increase in the CCI Indices. This year's inflationary index is a 3.3% increase.

Mayor Kinzel asked if the City was monitoring the increases to ensure that the City is not pricing themselves out of any future developments.

Director Wiza said that most of the increases should be representative and it is a 20 City index that is averaged among them.

City Administrator/Treasurer Mertes stated that Baker Tilly was hired to do a study and provide the base fees for the City in 2013 or 2014.

Council Member Czarnecki asked how an impact fee is defined for a new house. City Administrator/Treasurer Mertes stated that it is based on future growth. Council Member Czarnecki understands the cost to hook up sewer and water; however, the cost going forward should be real estate taxes.

Director Wiza stated that the sewer connection fee deals with a study that was done on the oversizing costs. For example when The Glen on Cedar Creek was constructed, it required some 21" diameter sanitary sewer pipes to serve the future business park and broad areas more than the subdivision. The developer paid for an 8" equivalent and then the City paid the oversizing costs based on pipe materials. The oversizing costs are paid with these fees that were collected. The regional lift station that was just built drained all of the sewer impact fees for that project. A water tower is an example of something that serves everyone and this is drawn from the newcomers that are making that need more critical.

City Attorney Herbrand explained as stated by City Administrator/Treasurer Mertes that the City commissioned a study to quantify these expansion costs for the different departments.

City Administrator/Treasurer Mertes stated that the City has a limit as to what can be collected and then the City will stop collecting.

Council Member Czarnecki asked how the City of Cedarburg compares to surrounding communities.

City Administrator/Treasurer Mertes stated that the fees in other communities are dependent upon their projects. The City's was based on the police station, library, future building, and the cost for sewer improvements.

Director Wiza stated that there are communities that don't utilize a lot of impact fees; however, the City has a good array of them.

City Administrator/Treasurer Mertes stated that some of the fees will be used for the new water tower.

Director Wiza stated that parkland fees are collected because a park may not be needed in a specific subdivision but the fee could be used to build a larger park or ball diamonds somewhere else.

Mayor Kinzel wants to be certain that the City is not pricing itself out of new development.

In answer to Council Member Verhaalen's questions, City Administrator/Treasurer Mertes confirmed that the impact fees cannot be used for anything other than the intended use and if it is not spent in five years it needs to be returned.

Motion made by Council Member O'Keefe, seconded by Council Member Thome, to adopt Ordinance No. 2017-32 amending Sec. 3-6-3 to 3-6-7 of the Municipal Code adjusting the impact fees for library facilities, police department facilities, water supply facilities, park facilities, and wastewater treatment plant; Ordinance No. 2017-33 amending Sec. 9-2-6(c) adjusting the sanitary sewer connection fee; and Ordinance No. 2017-34 amending Sec. 14-1-84 adjusting the fees in lieu of parkland and amending Sec. 14-1-100(g) adjusting the public site fees based on the Construction Cost Index published in the Engineering News Record and calculated based on the annual increase in the CCI Indices. Motion carried without a negative vote.

**CONSIDER ORDINANCE NO. 2017-35 – REPEAL AND RECREATE TITLE 14
CHAPTER 2 OF THE MUNICIPAL CODE – STORMWATER MANAGEMENT; AND
ACTION THEREON**

Director Wiza stated that the DNR is requiring municipalities to update their stormwater (Ordinance No. 2017-35) and erosion control (Ordinance No. 2017-36) ordinances to be consistent with current State laws and to help achieve water quality standards. As part of a 50% matching State grant program, the City retained AECOM to redraft these ordinances. The City Attorney has reviewed and edited the language to address legal concerns.

In answer to Council Member Dieffenbach's questions, Director Wiza explained that AECOM typically does a lot of stormwater consulting for the City. The changes are not shown in the ordinances because 80% of them were rewritten according to State standards. The ordinances were reviewed by Building Inspector Baier for construction site erosion control and by him for the stormwater management. Council Member Dieffenbach expressed concern for not having the information needed to make a decision.

Motion made by Council Member Arnett, seconded by Council Member Czarnecki, to adopt Ordinance No. 2017-35 to repeal and recreate Title 14 Chapter 2 of the Municipal Code – Stormwater Management. Motion carried with Council Members Czarnecki, Arnett, Verhaalen, Regenfuss, Thome and O'Keefe voting in favor and Council Member Dieffenbach abstaining.

**CONSIDER ORDINANCE NO. 2017-36 – REPEAL AND RECREATE TITLE 15
CHAPTER 2 OF THE MUNICIPAL CODE – CONSTRUCTION SITE EROSION
CONTROL; AND ACTION THEREON**

Motion made by Council Member Arnett, seconded by Council Member Czarnecki, to adopt Ordinance No. 2017-35 to repeal and recreate Title 15 Chapter 2 of the Municipal Code – Construction Site Erosion Control. Motion carried with Council Members Czarnecki, Arnett, Verhaalen, Regenfuss, Thome, and O'Keefe voting in favor and Council Member Dieffenbach abstaining.

DISCUSS MISSED GARBAGE PICKUPS BY WASTE MANAGEMENT; AND POSSIBLE ACTION THEREON

Director Wiza explained that earlier this year Waste Management approached the City with a proposal to add Friday refuse and recycling collection. Prior to that, the City-wide refuse and recycling pickup was completed in four days. In consideration of the growth that has occurred in Cedarburg, the City agreed to the Monday through Friday pick up. Unfortunately the Friday pick up creates some special circumstances when there is a holiday during the week and the Friday pick up moves to Saturday. Since City Hall is closed Saturday, residents have no way to report missed pickups, therefore, it is imperative that Waste Management complete the Saturday pickup as scheduled. Often time the residents are bringing their refuse to the curb several times before it is picked up. There were 159 missed garbage pickups on Friday, December 1 and it did not involve a holiday.

Director Wiza added that this is a major frustration for residents on the Friday route, and it has happened three times this year to some residents. Since the City has not heard from Waste Management about how they plan to prevent this from happening again after reaching out to them, he recommends the City fine them \$25 per missed collection.

Council Member Arnett has received feedback from residents on the Friday collection and no one is in favor of it. He questioned why Waste Management has not returned Director Wiza's inquiry.

Director Wiza stated that he would appreciate a call back. He heard that the driver was instructed to end his work when he reached so many hours. He hopes this is not the case moving forward.

District Manager Matt McGuren from Menomonee Falls Waste Management apologized for the poor service they provided to the City. He did not have any excuses for the lack of service; they take service very serious, second to the safety of the community and their drivers. Mr. McGuren explained that they have a new management staff within the last month and a half. Kent Fassbender, the residential route manager who manages Michael Smith is also new.

In answer to Council Member Arnett's question, Matt McGuren stated that Tony is now the public sector representative/sales person and that he will be the operations contact for the City. Mr. McGuren stated that going forward Kent and Matt can be contacted directly with any future concerns.

Council Member Arnett asked Mr. McGuren what the plan will be if there is another missed pick up day. Mr. McGuren stated that they would contact the City and they will also have designated back up drivers as needed to complete the route for the City. They do have DOT regulations and road policies to follow; however, they will work to monitor hours during the week and provide someone to complete the service.

Director Wiza appreciated Mr. McGuren's plan because it is a challenge when the Friday pick up goes to Saturday and there is no one available to take calls. If Mr. Smith is unable to finish the route on Friday it is critical to get someone to finish that route on Friday.

Council Member Czarnecki stated that the growth in the City prompted the five day refuse pick up and people do not like the Friday pickup. He suggested going back to a four day schedule instead of fining Waste Management.

In answer to Council Member Czarnecki's question, Director Wiza stated that the Waste Management contract is set until December 31, 2020. All the fees are set until then and the City is charged per pick up. The Friday pick up was a request from Waste Management. The City is unusual with manual refuse pick up allowed. In the future, the City will need to consider going with an automated pick up. There are advantages and disadvantages to the automated service. A manual route for Mr. Smith is getting physically hard for him to pick up this much garbage in the City every week.

Council Member Arnett suggested adding another employee to the route on Friday.

Council Member Thome stated that the truck has broken down several times and she asked how much of the delays are mechanical failure.

Mr. McGuren stated that no mechanical failure contributed to the last delay in pickup. They usually collect 10 – 11 tons of refuse and that week Michael collected 14 – 16 tons of refuse and that caused him to slow down with his manual collection. He is not making excuses, as they failed on service. He stated that they have 8 – 10 new trucks being added to their fleet next year and he does not recall if one will be coming to Cedarburg.

In answer to Council Member Dieffenbach's question, Mr. McGuren confirmed that it is their policy to work 57.5 hours per week excluding lunches but it is not their policy to not complete a route. They have drivers that have time left on their route that can come to Cedarburg to help finish a route. It was communication gaps that caused them not to send another driver to Cedarburg to complete a route.

Council Member Dieffenbach stated that Waste Management cannot just go home without finishing their service and Mr. McGuren agreed. Council Member Dieffenbach was not in favor of a penalty this time; however, if service is delayed again until Monday it will be a \$25 fine per missed pick up because it should never be delayed until Monday.

Council Member Arnett was interested in returning to a 4 day per week pick up and suspected it was unlikely to happen.

Mr. McGuren made a commitment to Council Member Dieffenbach and the City that pick up will be finished on Friday or Saturday morning at the latest. He will provide his cell phone number to be reached, if necessary.

Council Member Czarnecki stated that the City will not accept bad service in the future. The City is paying for service and there will need to be some discussion if this continues.

Mr. McGuren stated that he is confident in the current plan and communication going forward that they can fix the problem.

CONSIDER APPOINTMENT OF ELECTION OFFICIALS FOR THE PERIOD 01/01/18 THROUGH 12/31/19; AND ACTION THEREON

Election Officials are appointed by the Mayor in December of odd-numbered years to serve a two-year term. The election officials to be considered will serve for the January 1, 2018 – December 31,

2019 term. This list includes the names provided by the Ozaukee County Republican Party as allowed under State Statutes.

Council Member Dieffenbach stated that he would abstain from voting as he is on the appointment list.

Motion made by Council Member O'Keefe, seconded by Council Member Thome, to approve the appointment of Election Officials for the period 01/01/18 through 12/31/19. Motion carried with Council Members Czarnecki, Arnett, Verhaalen, Regenfuss, Thome and O'Keefe in favor and Council Member Dieffenbach abstaining.

CONSIDER PROCESS TO FILL THE ANTICIPATED 5TH DISTRICT ALDERPERSON VACANCY; AND ACTION THEREON

Council Member Regenfuss gave his official notice that effective January 1, 2018 he is resigning as Fifth District Council Member, as he is moving out of the district.

City Administrator/Treasurer Mertes stated that the City has a policy in place to fill aldermanic position vacancies. It allows the City Clerk to advertise an aldermanic vacancy, accept resumes and for the Council to interview interested individuals at an open Council meeting. The interview questions should be set ahead of time and given to the candidates prior to the meeting.

The Common Council discussed the timeline and filling the 5th District Alderperson vacancy prior to the election.

Council Member Verhaalen was in favor of having representation for the district.

Mayor Kinzel opined that the position should be filled; however, he questioned the length of time remaining prior to the election.

Council Member Thome stated that years ago the School Board decided not to fill an open position with that kind of time frame.

Council Member Czarnecki questioned how effective the person would be for two months.

Council Member Dieffenbach stated that would be the Council's decision after the interview process.

Mayor Kinzel stated that long-time Plan Commission Member Mark Burgoyne has expressed interest in filling the vacant Aldermanic position and he does intend to run in April. He is a placeholder who knows his way around. This is another option.

A proposed timeline for compiling questions and the procedure were discussed.

Council Member Arnett stated that he wanted someone to fill the district as soon as practical.

Motion made by Council Member Arnett, seconded by Council Member Thome, to appoint a replacement for Aldermanic District 5 to be interviewed and start on January 8, representing the district, for January, February, March and until the Organizational meeting in April.

A proposed timeline for compiling questions and the procedure continued.

In answer to Council Member Dieffenbach's question, City Administrator/Treasurer Mertes stated that the applicants get the questions in advance of the interview.

Council Member Thome withdrew her second to the motion, due to the time constraints in gathering the interview questions over the holidays.

City Attorney Herbrand stated that he preferred the Common Council discuss the interview questions at the January 8 Common Council meeting.

Council Member Arnett stated that the interview questions could be compiled prior to the January 8 Council meeting.

Motion made by Council Member Arnett to replace the 5th District Alderperson by discussing the interview questions on January 8 with the intent to replace the position on January 29. Motion was seconded by Council Member Thome.

Council Member Thome understands the representation concern for the District; however, she is also concerned about unintentionally showing favor to the appointed person prior to the election. She wants the election to be as open and fair as possible.

Council Member Czarnecki stated that he understands both sides as there have been some sensitive issues and it would be hard to bring one person up to speed. If the Common Council appoints someone who they think is knowledgeable of the issues that person would have an advantage in April.

In answer to Council Member Verhaalen's question, City Administrator/Treasurer Mertes stated that the person to be appointed must receive a majority of votes from the Council but not less than three to be appointed.

Motion failed with Council Members Arnett and Verhaalen voting in favor, Council Members Czarnecki, Dieffenbach, Thome and O'Keefe opposed, and Council Member Regenfuss abstaining.

Council Member Thome agreed that it is a viable argument that it will take any appointed person time to understand all of the issues.

Council Member Verhaalen stated that it would not be elected representation in the 5th District if the Council makes an appointment.

Council Member Arnett stated that anyone living in the 5th District and is interested in the position would know the issues. He felt it would be a big mistake to not have representation in the District.

Motion made by Council Member Arnett to attempt to replace the 5th District Alderperson by discussing interview questions on January 8 and interviewing applicants on the last meeting in January; whereby the Council has the option of seating that person should they be a qualified candidate at the discretion of the Council be found. Motion seconded by Council Member Verhaalen. The motion failed with Council Members Arnett and Verhaalen in favor, Council

Members Czarnecki, Dieffenbach, Thome, O'Keefe opposed, and Council Member Regenfuss abstaining.

Council Member O'Keefe stated that it may appear that the Common Council is choosing the candidate and giving them an advantage this close to the election. He was comfortable not having representation in the 5th District before the election. If some issue does come up in that district, a decision could be pushed out until after the election.

Mayor Kinzel stated that the Council will need to make that decision at the time.

Council Member Thome stated that the Council Members do represent their districts; however, they also look out for the entire community.

The 5th District Alderperson position will remain open until the April election.

CONSIDER MAYOR KINZEL'S COUNCIL MEMBER APPOINTMENT TO THE COMMUNITY DEVELOPMENT AUTHORITY; AND ACTION THEREON

Mayor Kinzel submitted Council Member Arnett as his Council Member appointment to the Community Development Authority.

Motion made by Council Member Thome, seconded by Council Member Dieffenbach, to approve Mayor Kinzel's Council Member appointment of Council Member Arnett to the Community Development Authority effective on January 1, 2018. Motion carried with Council Members Czarnecki, Dieffenbach, Verhaalen, Regenfuss, Thome and O'Keefe voting in favor and Council Member Arnett abstaining.

CONSIDER PAYMENT OF BILLS FOR THE PERIOD 11/29/17 THROUGH 12/01/17, TRANSFERS FOR THE PERIOD 11/26/17 THROUGH 12/08/17, AND PAYROLL FOR THE PERIOD 11/19/17 THROUGH 12/02/17; AND ACTION THEREON

In answer to Council Member Dieffenbach's question, City Attorney Herbrand stated that it was a fair figure to pay the stenographer \$1,100 to create a record for the appeal that has been filed as she is paid by the page at a standard cost.

In answer to Council Member Dieffenbach's questions, City Administrator/Treasurer Mertes stated that the \$4,900 payment for station improvements is for the Fire Department retaining wall, the payment to Seroogy's is a fundraiser for the Pom Pom program and the Business Card payment is for the credit card with that name.

Motion made by Council Member Dieffenbach, seconded by Council Member Thome, to approve the payment of bills for the period 11/29/17 through 12/01/17, transfers for the period 11/26/17 through 12/08/17, and payroll for the period 11/19/17 through 12/02/17. Motion carried without a negative vote.

CONSIDER LICENSE APPLICATIONS; AND ACTION THEREON

Motion made by Council Member Czarnecki, seconded by Council Member Arnett, to approve a new Operators License application for the period ending June 30, 2018 for Emily A. Pape. Motion carried without a negative vote.

Motion made by Council Member Czarnecki, seconded by Council Member Arnett, to approve a renewal Operators License application for the period ending June 30, 2018 for Kelleen S. Starsky. Motion carried without a negative vote.

ADMINISTRATOR'S REPORT

City Administrator/Treasurer Mertes stated that there will be added charges to the monopole construction budget, due to a creamery being on this site at one time requiring the removal of an old foundation and redesigning a new one. Director Wiza is overseeing the work.

COMMENTS AND SUGGESTIONS FROM CITIZENS - None

COMMENTS & ANNOUNCEMENTS BY COUNCIL MEMBERS

Council Member Czarnecki has been involved in discussions about the Business Park and he is a proponent of paying for some soft costs to start the design of the park.

Council Member Dieffenbach stated that someone must talk to Forward Cedarburg to discuss the history and past files on the project.

In answer to Council Member Dieffenbach's question, City Attorney Herbrand stated that the appeal for August Weber Haus will be paid through attorney fees for argument to the court. It will likely take more than 30 days. Part of the appeal action for the August Weber Haus is to ask for permission to continue operating while the appeal is pending. A decision has not been made.

In answer to Council Member O'Keefe's question, City Attorney Herbrand stated that the appeal could be decided with the briefs or an actual court hearing. The Judge normally has 90 days to render the decision after the hearing.

In answer to Council Member Czarnecki's question, City Attorney Herbrand stated that the August Weber Haus license is revoked; however, they are asking for permission to continue to operate during the pendency of the appeal. That decision will be made by the Judge.

In answer to Council Member Verhaalen's question, City Attorney Herbrand stated that the August Weber Haus must abide by the ordinance if they are allowed to operate during the pendency of the appeal.

In answer to Council Member Thome's question, City Attorney Herbrand said that decision should be made within the next month or so.

Council Member Dieffenbach stated that the Light & Water Utility paid for an energy audit for the Library and was a good example of cooperation with City government. It turned out that the

Library is functioning fairly well but there were a number of recommendations that they can implement to save them money.

Council Member O'Keefe thanked Council Member Regenfuss for his service on the Common Council.

Mayor Kinzel stated that Council Member Regenfuss was a great addition to the City on the Common Council and on the various boards, commissions and committees.

MAYOR'S REPORT – None

ADJOURNMENT – CLOSED SESSION

Motion made by Council Member Dieffenbach, seconded by Council Member O'Keefe, to adjourn to closed session at 9:00 p.m. pursuant to State Statutes 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session, more specifically, to consider cellular tower leases for location on the monopole being constructed on Western Avenue, to consider the possible sale of a City-owned property on Pioneer Road, and to receive an update on the Amcast property. Approval of November 27, 2017 closed session minutes. Motion carried on a roll call vote with Council Members Czarnecki, Arnett, Dieffenbach, Verhaalen, Regenfuss, Thome, and O'Keefe voting aye.

RECONVENE TO OPEN SESSION

Motion made by Council Member Dieffenbach, seconded by Council Member Regenfuss, to reconvene to open session at 9:46 p.m. Motion carried on a roll call vote with Council Members Czarnecki, Arnett, Dieffenbach, Verhaalen, Regenfuss, Thome and O'Keefe voting aye.

ADJOURNMENT

Motion made by Council Member Regenfuss, seconded by Council Member Arnett, to adjourn the meeting at 9:46 p.m. Motion carried without a negative vote.

Amy D. Kletzien, MMC/WCPC
Deputy City Clerk

RESOLUTION NO. 2018-01

A Resolution Honoring Mitch Regenfuss

WHEREAS, Mitch Regenfuss has conscientiously completed three and one-half years of service as 5th District Council Member from July 2014 to January 2018 for the City of Cedarburg, Wisconsin; and

WHEREAS, Mitch Regenfuss, as Council Member, has served on the following with dedication and distinction, marked by exemplary and energetic leadership:

| | |
|--|--|
| Community Development Authority 2015-2016 | Ad hoc Creek Walk Committee 2015-2017 |
| Community Pool Commission 2015-2016 | Ad hoc Debt/Investment Committee 2015-2017 |
| Parks, Recreation & Forestry Board 2015-2016 | |

WHEREAS, Mitch Regenfuss brought a “common sense” approach to the Council’s decision-making and has exhibited exemplary conduct portraying a sense of fairness; and

WHEREAS, Mitch Regenfuss, as a member of the Common Council, was influential in completion of the following projects: authorizing the sale of the former library building, creating Tax Incremental Districts No. 3 and No. 4, creating a Public Art Commission and Community Development Authority, constructing a new Public Works facility, constructing a regional lift station, rezoning and Land Use Plan Use amendment for the former St. Francis Borgia property to allow for future re-development, adopting the Comprehensive Park and Open Space Plan, establishing regulation of Mobile Vendors & Mobile Food Establishments, and constructing a monopole; and

WHEREAS, Mitch Regenfuss was instrumental in facilitating one annexation and approving one Revolving Loan Fund loan; and

WHEREAS, Mitch Regenfuss made conscientious efforts to control spending and keep taxes low in the City; and

WHEREAS, Mitch Regenfuss, during his tenure with the City, has demonstrated and encouraged a proactive approach in dealing with municipal government issues, and citizens have greatly benefited from his commitment.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Cedarburg hereby joins the citizens of the City of Cedarburg and city staff in expressing their sincere appreciation to Mitch Regenfuss for his commendable public service and his many contributions to the cause of representative local government.

Passed and adopted this 8th day of January 2018.

Kip Kinzel, Mayor

Attest:

Constance K. McHugh, City Clerk

RESOLUTION NO. 2018-02

A Resolution Honoring Sergeant Richard Leach

WHEREAS, Richard Leach has completed thirty-one years of service with the Cedarburg Police Department; beginning his employment as a Patrol Officer on January 1, 1987; and

WHEREAS, during his thirty-one years of service, Rick Leach has conscientiously and capably served the Cedarburg Police Department, the City of Cedarburg, and its citizenry; and has demonstrated the highest principles of community service while exhibiting high moral and ethical standards; and

WHEREAS, Sergeant Leach demonstrated sound judgment and decision-making in matters involving the Cedarburg Police Department; and his integrity, courtesy, and professionalism earned him the respect of the community, his co-workers, and peers; and

WHEREAS, during his service as a member of the Cedarburg Police Department, Sergeant Leach was promoted to Sergeant in August 2000, serving in that position for seventeen years; served as a Firearms Instructor for the Cedarburg Police Department for 14 years; served on the Ozaukee County Drug Task Force for 23 years; was awarded a Lifetime Achievement in the Field of Narcotics and Extraordinary Service in 2010 by the Wisconsin Narcotic Officers' Association; attended and completed the Northwestern Academy Traffic Institute School of Police Staff and Command; was instrumental in the organization and implementation of the Cedarburg Police Department Citizens' Academy and successfully ran multiple academies; was instrumental in the implementation of the Police Canine program; supervised major special event security for 19 years; and

WHEREAS, the Cedarburg Police Department and the City of Cedarburg have benefited significantly from the dedicated law enforcement skills and services of Sergeant Leach;

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Cedarburg, members of the Cedarburg Police and Fire Commission, the men and women of the Cedarburg Police Department, and the citizens of the City of Cedarburg join in expressing their sincere appreciation to Richard J. Leach for his many years of law enforcement service, and extend to him best wishes for a happy and healthy retirement.

Passed and adopted this 8th day of January, 2018.

Kip D. Kinzel, Mayor

Attest:

Constance K. McHugh, City Clerk

CITY OF CEDARBURG

MEETING DATE: January 8, 2018

ITEM NO: 8. C.

TITLE: Consider request of Donna Taylor of the Anvil Pub & Grill at N70 W6340 Bridge Road to amend the premise description of the Class “B” beer and “Class B” liquor licenses to serve alcohol inside a tent in front of the restaurant for an event to be held on January 16, 2018 from 7:00 p.m. to 11:30 p.m.; and action thereon

ISSUE SUMMARY: Donna Taylor of the Anvil Pub and Grille is seeking permission to amend the establishment’s premise description to serve alcohol in a 20 x 20 tent in front of the Anvil on January 16, 2018 for its 10th year anniversary/customer appreciation party. The hours will be 7 p.m. to 11:30 p.m.

STAFF RECOMMENDATION: N/A

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: N/A

ATTACHMENTS: Request of Donna Taylor

INITIATED/REQUESTED BY: Donna Taylor, 376-2163

FOR MORE INFORMATION CONTACT: Constance McHugh, City Clerk 376-3919

Anvil Pub & Grille
N70 W6340 Bridge rd
Cedarburg, WI 53012

RECEIVED
DEC 13 2017
CITY OF CEDARBURG

December 12, 2017

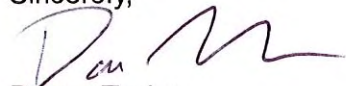
Dear Constance McHugh:

On January 16, 2018 the Anvil will be celebrating their 10 Year Anniversary. We wanted to have an anniversary/customer appreciation party that night. (7pm-11:30pm)

We are asking for permission to put a 20X20 tent with sides in front of the Anvil for that night only and for alcoholic beverages to be consumed in the enclosed tent.

Thank you for your time and consideration.

Sincerely,



Donna Taylor
Owner

michelle@anvilpubandgrille.com

CITY OF CEDARBURG

MEETING DATE: January 8, 2018

ITEM NO: 8. D.

TITLE: Consider proposal from Symbiont Engineering for engineering services related to WDNR Permit Compliance; and action thereon

ISSUE SUMMARY: The Water Recycling Center operates under a DNR WPDES permit that has reporting requirements. As part of those requirements an Operational Evaluation Report is due by March 31, 2018 and a Compliance Alternative Source Reduction, Improvements, and Modifications Status Report is due by March 31, 2019. The CWRC staff will be working closely with Symbiont who has been our partner with the WPDES permit that was contested in 2017, to comply and produce these reports.

STAFF RECOMMENDATION: Approve retaining Symbiont Engineers to provide services on the CWRC WPDES permit.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: None.

BUDGETARY IMPACT: These funds have been budgeted for 2018 and will be in 2019.

ATTACHMENTS: Symbiont proposal.

INITIATED/REQUESTED BY: Eric Hackert, CWRC Superintendent

FOR MORE INFORMATION, CONTACT: Eric Hackert, 262-375-7900.



Mr. Thomas Wiza, P.E.
Director of Engineer & Public Works
City of Cedarburg
W63 N645 Washington Ave
P.O. Box 49
Cedarburg, WI 53012

December 19, 2017

**RE: Proposal for Engineering Services for WDNR Compliance
Permit Deliverable – Operation Evaluation Report
Cedarburg Wastewater Utility
Symbiont Proposal No. 35060**

Dear Mr. Wiza,

Symbiont Science, Engineering and Construction, Inc. (Symbiont) is pleased to provide this proposal to the City of Cedarburg to provide engineering services in support of the first set of deliverables identified in the compliance schedule of the Wisconsin Pollutant Discharge Elimination System permit for the wastewater treatment facility located in Cedarburg, Wisconsin.

PROJECT UNDERSTANDING/BACKGROUND

The City of Cedarburg (City) operates a wastewater treatment plant (WWTP) that discharges to Cedar Creek. Discharges from the WWTP must comply with the Wisconsin Pollution Discharge Elimination System (WPDES) permit. The current permit primarily regulates the discharge of biological oxygen demand (BOD), total suspended solids (TSS), ammonia, and total phosphorus.

As WPDES permits are renewed every five years, the City received a copy of the new WPDES permit along with other support documents on June 17, 2016. The new permit includes a water quality based effluent limit (WQBEL) of 0.075 mg/L (6-month average) and a 0.225 mg/L monthly average. Additionally, the new permit includes a compliance schedule for meeting the new phosphorus limit and requires the City to submit a phosphorus operational evaluation report (OER) by March 31, 2018 and a Compliance Alternatives, Source Reduction, Improvements, and Modifications Status (Status) Report by March 31, 2019.

The OER must identify potential source reduction measures, operational improvements, and minor facility modifications for reducing phosphorus concentration in the WWTP effluent. This report will serve as an initial step and preparatory tool toward meeting the final total phosphorus effluent limit required by the WQBEL. Likewise, the Status Report must provide an update on the OER activities along with information on the alternatives to be considered for achieving compliance with the WQBEL. The following was copied from the City WPDES permit, outlining the information to be included with the reports.

| Required Action | Due Date |
|--|------------|
| <p>Operational Evaluation Report: The permittee shall prepare and submit to the Department for approval an operational evaluation report. The report shall include an evaluation of collected effluent data, possible source reduction measures, operational improvements or other minor facility modifications that will optimize reductions in phosphorus discharges from the treatment plant during the period prior to complying with final phosphorus WQBELs and, where possible, enable compliance with final phosphorus WQBELs by March 31, 2021. The report shall provide a plan and schedule for implementation of the measures, improvements, and modifications as soon as possible, but not later than March 31, 2021 and state whether the measures, improvements, and modifications will enable compliance with final phosphorus WQBELs. Regardless of whether they are expected to result in compliance, the permittee shall implement the measures, improvements, and modifications in accordance with the plan and schedule specified in the operational evaluation report.</p> <p>If the operational evaluation report concludes that the facility can achieve final phosphorus WQBELs using the existing treatment system with only source reduction measures, operational improvements, and minor facility modifications, the permittee shall comply with the final phosphorus WQBEL by March 31, 2021 and is not required to comply with the milestones identified below for years 3 through 9 of this compliance schedule ('Preliminary Compliance Alternatives Plan', 'Final Compliance Alternatives Plan', 'Final Plans and Specifications', 'Treatment Plant Upgrade to Meet WQBELs', 'Complete Construction', 'Achieve Compliance').</p> <p>STUDY OF FEASIBLE ALTERNATIVES - If the Operational Evaluation Report concludes that the permittee cannot achieve final phosphorus WQBELs with source reduction measures, operational improvements and other minor facility modifications, the permittee shall initiate a study of feasible alternatives for meeting final phosphorus WQBELs and comply with the remaining required actions of this schedule of compliance. If the Department disagrees with the conclusion of the report, and determines that the permittee can achieve final phosphorus WQBELs using the existing treatment system with only source reduction measures, operational improvements, and minor facility modifications, the Department may reopen and modify the permit to include an implementation schedule for achieving the final phosphorus WQBELs sooner than March 31, 2026.</p> | 03/31/2018 |
| <p>Compliance Alternatives, Source Reduction, Improvements and Modifications Status: The permittee shall submit a 'Compliance Alternatives, Source Reduction, Operational Improvements and Minor Facility Modification' status report to the Department. The report shall provide an update on the permittee's: (1) progress implementing source reduction measures, operational improvements, and minor facility modifications to optimize reductions in phosphorus discharges and, to the extent that such measures, improvements, and modifications will not enable compliance with the WQBELs, (2) status evaluating feasible alternatives for meeting phosphorus WQBELs.</p> | 03/31/2019 |

The City has requested Symbiont submit a proposal for services to complete the OER and Status Report along with assisting with activities identified in the OER.

SCOPE OF WORK

To complete the project objectives, Symbiont will execute the following tasks:

Task 1 – Project Kickoff Meeting

Symbiont will conduct an on-site kickoff meeting with the City. The meeting will include a discussion of the OER project, review of the permit requirements, schedule, data request, and other topics associated with the OER including the City's objectives for the project. The

kickoff meeting will also include a review of any source reduction opportunities that exist within the collection system. Discussions with City staff will also include a review of operational improvements that may reduce the effluent phosphorus concentration.

Task 2 – Review and Analyze the Existing Data and Facilities

Symbiont will review and analyze effluent concentration data provided by the City to establish the baseline performance of the existing treatment facility. To determine this baseline, Symbiont will need City operations staff to provide any previous studies performed for the facility, data records for the facility, plant operating data, and upgrades scheduled to existing facilities (in electronic format compatible with Microsoft Office software). The duration of the data to be provided will be determined at project initiation.

After reviewing the data, Symbiont will meet with operations staff and conduct an on-site walk-through of the existing facility to become acquainted with the treatment plant.

Task 3 – Prepare a Draft Phosphorus Operation Evaluation Report (OER)

Following analysis of existing data and facilities, a draft phosphorous OER report will be sent to the City for review. Within 5 working days of receipt of draft report comments, Symbiont will meet with City staff to review the draft report and discuss further actions pertaining to phosphorus, such as additional creek sampling or pilot testing.

Symbiont will incorporate comments from City staff into a final phosphorus OER. Symbiont will submit the final phosphorus OER to the Wisconsin Department of Natural Resources (WDNR) and work with the City to prepare answers to follow-up comments or questions that may be received from the WDNR.

The following is a sample of the anticipated Table of Contents of the OER:

| | |
|-----|---|
| 1.0 | Introduction |
| 1.1 | Background |
| 1.2 | Summary of WQBEL Values |
| 1.3 | Discussion of Terms |
| 1.4 | Summary of the Treatment Process |
| 2.0 | Evaluation of Collected Data |
| 2.1 | Data Source |
| 2.2 | Discussion of the Data |
| 2.3 | Baseline Performance of the Current Treatment Process |
| 3.0 | Source Reduction Measures |
| 4.0 | Operation Improvements and Other Minor Facility Modifications |
| 5.0 | Statement of Opinion Regarding Compliance With WQBEL |
| 5.1 | Conclusions and Statement of Opinion |

Tables

Figures

Task 4 – OER Activities Management

Symbiont is pleased to offer the following services to the City to help manage the activities identified in the OER.

Source Reduction Measures

Task 4A – Industrial Phosphorus Source Analysis

Symbiont will review and analyze the existing City data to identify industries that release significant discharge into the City's wastewater collection system. Data that the City has collected, including test data that has been collected from the process wastewater from the industries in town and flow records that are used for billing, will be combined to determine the phosphorus mass load to the WWTP for the significant industrial dischargers. Symbiont will prepare a summary of the phosphorus dischargers, ranking the industries based on the mass of phosphorus discharged. If necessary, Symbiont will conduct interviews with selected dischargers that are candidates for reducing their phosphorus discharges. Results from these interviews and analysis will be included in the Technical Memo.

Task 4B – Review of Existing Portable Water Additives

To determine the mass of phosphorus being added to the City sewer system, Symbiont will review the data associated with the City's current practice of adding polyphosphates to the well water. This mass value will be compared to the influent mass to determine the percentage of phosphorus originating from the water additive.

Task 4C – Analysis of Current Influent Phosphorus Loading

Symbiont will analyze influent phosphorus concentration records to approximate the actual phosphorus load received by the City's WWTP. After obtaining the City's available information, Symbiont will determine if additional influent sampling is needed to provide sufficient information for performing a statistical analysis. Symbiont will then conduct a review of the WWTP process to determine the minimum influent phosphorus level necessary for a healthy activated sludge process. This minimum level will be compared to the actual influent level to quantify the level of excess influent phosphorus currently being received. This information will provide context for evaluating the effect of source reduction measures.

Task 4D – Summary Technical Memo

Symbiont will prepare a Technical Memo (TM1) that summarizes the results of Tasks 4A, 4B, and 4C to quantify the potential of total phosphorus source reductions throughout the City's collection system. This information is needed in support of the Status Report due to the WDNR March 31, 2019.

Operation Improvements and Other Minor Facility Modifications

Task 4E – Coagulant Investigation

Currently, a ferric chloride additive is applied to the mixed liquor prior to reaching the secondary clarifiers. For this investigation, samples of the influent will be used.

To compare the phosphorus capture potential of various coagulants, Symbiont will draft and oversee a bench-scale study. The bench-scale study will investigate the effectiveness of iron and aluminum salts on total phosphorous (TP) removal. Jar testing will be utilized to obtain data on residual phosphorus concentrations after different coagulant doses have been well mixed with an influent sample and allowed to flocculate/settle. This study will produce data that can be used to generate a dose response curve for each coagulant that will show residual phosphorus concentration as a function of coagulant dose. The curves can be used to determine an estimate for the optimal dose for each coagulant and the corresponding estimate for the residual phosphorus concentration. A second curve comparing residual phosphorus concentration as a function of cost can also be prepared for each coagulant.

Symbiont will prepare a testing plan for completing this bench-scale study, working closely with the City's chemical supplier to determine which coagulants to test. Execution of the bench-scale test plan shall be performed by the chemical supplier with oversight by Symbiont and input from the City. All testing of samples shall be performed by the City. Symbiont will prepare a Technical Memo (TM2) that summarizes the bench-scale study results, including a series of plots with coagulant dose on the x-axis and residual phosphorus concentration on the y-axis.

Task 4F – Sidestream Treatment for Phosphorus Removal

The City uses a thickener to process waste activated sludge (WAS). Sidestream treatment of the WAS filtrate may provide some benefit to the phosphorus-removing performance of the entire treatment process. Symbiont will prepare a testing plan and provide oversight for the bench-scale study of the filtrate to determine if the addition of a coagulant could help lower the residual phosphorus concentration. The same coagulants used in the preceding investigation will be used for this study. Jar testing will be utilized to obtain data on residual phosphorus concentrations after a coagulant has been well mixed with the filtrate and allowed to flocculate/settle. The data will be plotted to illustrate the dose response.

Execution of the test plan will be performed by the chemical supplier. All testing of samples to be performed by the City. Symbiont will prepare a Technical Memo (TM3) that summarizes the bench-scale study results, including a series of plots with coagulant dose on the x-axis and residual phosphorus concentration on the y-axis.

Task 4G – Research Biological Phosphorus Removal

Symbiont will review City operating data and process control reports to investigate the potential of removing phosphorus biologically. To determine whether more data is needed to complete the investigation, Symbiont will review all existing data of interest, including orthophosphate concentrations throughout the treatment process. This data, along with the influent BOD data, will be analyzed to better understand the potential for biological phosphorus (BioP) removal.

If more data is needed, Symbiont will prepare instructions on additional data to be collected from:

- The influent
- Return activated sludge (RAS)
- Anoxic zone plus each ring of the oxidation ditch
- The mixed liquor to the secondary clarifier

This data will need to be collected over many months to capture seasonal variations that may impact the treatment process. Sample collection and testing of samples is to be completed by the City. Symbiont will review the data and prepare a phosphorus mass balance illustrating the orthophosphate concentration throughout the treatment process. Symbiont will prepare a Technical Memo (TM4) that addresses the potential of removing phosphorus biologically.

Task 4H – Phosphorus Species Testing of the Influent and Effluent

The City adds polyphosphate to the drinking water. When polyphosphates are added to drinking water, other municipalities have reported elevated concentration levels of dissolved non-reactive phosphorus in the effluent of publicly owned treatment works (POTWs).

Symbiont will prepare instructions for performing the necessary testing of the effluent to determine the various species of phosphorus present. This testing will involve determining the following:

- Total phosphorus concentration
- Total dissolved phosphorus concentration
- Reactive dissolved phosphorus concentration

All testing is to be done by the City. It is recommended that the City consider using an outside lab for this portion of the testing.

The information obtained from this testing will not directly optimize the performance of the WWTP. However, this information is critical to evaluating the performance of the treatment plant because while POTWs can remove dissolved reactive phosphorus and suspended solids that contain phosphorus, most POTWs are limited in their ability to remove dissolved non-reactive phosphorus. Understanding if non-reactive dissolved phosphorus is present in the influent and to what extent it survives in the effluent is important in evaluating treatment system performance.

Task 4I – Full-Scale Plant Confirmation

Symbiont will prepare a testing plan for conducting a full-scale study based on the results of the coagulant investigation and sidestream treatment study. The goal of the full-scale study is to confirm the bench-scale study results. The City will be responsible for any temporary installations of chemical storage and chemical feed equipment, all chemicals, sample collection, and testing. Effluent samples from the final clarifier will be collected and tested in the lab for residual phosphorus concentration. Symbiont will be on site for the initial start-up, will review the data to help with process modifications, and be available to provide telephone support.

It should be noted that the full-scale plant study is limited to the chemical removal of phosphorus. The WWTP has limited infrastructure in place to support BioP. If the BioP research concludes that BioP is possible, it may be necessary to conduct a second full-scale study to confirm the research results. This second study will be done after the completion of the full-scale chemical removal work to prevent interference between the two full-scale investigations.

Task 4J – Completion of the Compliance Alternatives, Source Reduction, Improvements, and Modifications Status Report

Symbiont will prepare one summary report to update the WDNR regarding the activities indicated in the OER. This report will summarize the results of Tasks 4A through 4I. In addition, this report will also summarize the various alternatives that the City will need to consider to meet the future total phosphorus limit. It is our understanding that this status report is due to the WDNR on March 31, 2019.

Task 5 – GIS Project for the Wastewater Utility

Symbiont will assist the City's Wastewater Utility in implementing an advanced web-based/mobile GIS system by leveraging the existing sanitary sewer and storm water assets depicted in the current GIS system. Task 5 will include the following:

- Support acquisition of existing sanitary sewer, storm water, and parcel GIS layers from City GIS
- Setup and configuration of ArcGIS Online (AGOL) subscription (following purchase by City)

- Updates to geodatabase, enabling collection of lift station maintenance activities using mobile GIS
- Publishing and configuration of storm water and sanitary sewer assets to AGOL as feature services
- Publishing of parcel information to AGOL (if available from City)
- Configuration of sanitary sewer and storm water web maps in AGOL
- Creation of web-based application using AGOL's Web AppBuilder for ArcGIS configuration tools
 - ♦ Application will function as the day-to-day browser-based asset viewer with query, filtering, printing, measuring, exporting, and other integrated capabilities
- Implementation of mobile GIS application for accessing storm water and sanitary sewer assets
 - ♦ Application will function as the mobile platform for viewing asset information as well as documenting lift station inspection and maintenance activities
- Web application and Collector user training
- Ongoing GIS support (as needed, on a time and materials basis)

ASSUMPTIONS/EXCLUSIONS

Assumptions

The following assumptions apply to this proposal:

- The City is required to submit a phosphorus operational evaluation report (OER) by March 31, 2018 as well as a Compliance Alternatives, Source Reduction, Improvements, and Modifications Status (Status) Report to the WDNR by March 31, 2019.
- The City operations staff will provide Symbiont with any previous studies performed for the facility, data records for the facility, plant operating data, and upgrades scheduled to existing facilities. The duration of the data to be provided will be determined at project initiation.
- All data that is to be analyzed, such as effluent flow rate and effluent phosphorus concentration, will be provided by way of electronic files compatible with Microsoft Office software.
- Execution of test plans will be performed by the chemical supplier with oversight by Symbiont and input from the City.
- The City will be responsible for any temporary installations of chemical storage and chemical feed equipment, all chemicals, sample collection, and testing.

- The City is responsible for the purchase and maintenance of an AGOL subscription (estimated \$400-\$600/year).

Exclusions

The following exclusions apply to this proposal and are not included in the project cost:

- Sample collection, testing of samples, and lab fees are not included.
- Data entry from printed reports or PDF files is not included.

PROJECT SCHEDULE

Following notice to proceed, Symbiont will begin project initiation. The anticipated project schedule is as follows:

| Task | Description | Anticipated Schedule |
|------|---|--|
| 3 | Draft OER Sent to City for Review | March 1, 2018 |
| 4 | OER Activity Initiation | Upon receipt of OER approval from the WDNR |
| 4J | Draft Status Report Sent to City for Review | March 1, 2019 |
| 5 | GIS Project Schedule Creation | Created at Kickoff Meeting |
| | Completion of All Project Tasks | April 1, 2019 |

COMPENSATION

Symbiont will complete the above-described Scope of Work on a time and materials basis not to exceed \$44,500.

We will keep the City of Cedarburg apprised of the project status and budget. We will not exceed the proposed project fee or Scope of Work without prior written authorization from the City of Cedarburg.

The costs in this proposal exclude any sales and use tax, goods and services tax, value added tax or any other similar taxes. Upon award of the contract, Symbiont will request that the client provide an exemption certificate for the project. The final cost of the project will increase to include the cost of all applicable taxes if exemptions do not apply.

This proposal is valid for 30 days from the date on the proposal.

TERMS AND CONDITIONS

Provided within this proposal are our Terms and Conditions of Agreement (Form S-1 10/2013), which are an integral part of our contract for professional services. Please indicate your acceptance of this proposal (and the Terms and Conditions herein) by having an authorized representative sign one copy and returning it to Symbiont.

Symbiont's clients frequently issue purchase orders (P.O.s) as a matter of convenience for tracking their accounts payable. However, it is expressly understood by your company and Symbiont that none of the terms and conditions associated with your company's P.O. shall be deemed effective and that in the case of such conflict, the terms and conditions set forth in Symbiont's Terms and Conditions of Agreement (Form S-1 10/2013) shall be deemed effective and agreed to between your company and Symbiont and that Symbiont's acceptance of a P.O. shall not be deemed to be an acceptance of the terms or conditions of such P.O.

We appreciate the opportunity to offer our professional services in to supporting the first set of deliverables identified in the compliance schedule of the Wisconsin Pollutant Discharge Elimination System permit for the City of Cedarburg. Please contact us if you have any questions regarding this proposal. We look forward to working with you on this and future projects.

Sincerely,

SYMBIONT®



Jonathan R. Butt, P.E.
Project Manager

SYMBIONT®



Patrick W. Carnahan, P.E.
Vice President

PROPOSAL NO. 35060 ACCEPTED BY:


CLIENT: _____

SIGNATURE: _____

TITLE: _____

DATE: _____

Symbiont considers the project approach, design, pricing, data, and other business considerations contained in this proposal to be proprietary and confidential business information to be used solely for the purpose of evaluating the proposal. This document and the information contained herein shall not be used for any purpose other than as stated above and shall not be used, duplicated, or disclosed to any other party without Symbiont's prior written consent.

A decorative graphic consisting of multiple thin, light gray lines that flow together to form a series of overlapping, wavy shapes across the middle of the page.

Attachment – Terms and Conditions

**SYMBIONT® SCIENCE, ENGINEERING AND CONSTRUCTION, INC.
TERMS AND CONDITIONS OF AGREEMENT**

These Terms and Conditions of Agreement form the Agreement under which services are to be performed by Symbiont Science, Engineering and Construction, Inc. (hereinafter referred to as Symbiont) upon acceptance of the attached Proposal by the Client. The Scope of Work, Project Cost and Project Schedule sections of the attached Proposal are incorporated by reference into these Terms and Conditions of Agreement and are part of the Agreement.

Article 1. Scope of Work

It is understood that the Scope of Work and the Project Schedule defined in the Proposal are based, in part, on the information provided by the Client. If this information is incomplete or inaccurate, or if site conditions are encountered which materially vary from those indicated by the Client, or if the Client directs Symbiont to change the original scope of work established by the Proposal, a written amendment to this Agreement equitably adjusting the costs and/or performance time thereunder, shall be executed by the Client and Symbiont as soon as practicable in accordance with Article 28 below. In the event that the Client and Symbiont cannot agree upon the terms and conditions of such amendment, either party may terminate this Agreement immediately upon written notice to the other in accordance with Article 9, Termination.

Symbiont shall perform only the services specified in the Scope of Work portion of the Proposal or an amendment thereto as referenced above. Services provided by Symbiont shall be subject to the provisions of this Agreement, including these Terms and Conditions of Agreement, any supplemental conditions incorporated herein, and any written amendments as referenced above. Symbiont shall invoice its costs, and Client shall provide payment for all services provided in accordance with Article 2 below.

Article 2. Fees, Billing and Payment

Symbiont's fee estimate is effective for thirty (30) days from the date of the Proposal. Thereafter, Symbiont shall have the right to modify its fee estimate. The Client recognizes that Symbiont's fee estimate does not include potentially applicable sales and use taxes.

The Client recognizes that time is of the essence with respect to payment of Symbiont's invoices, and that timely payment is a material part of the consideration of this Agreement.

Invoices will be submitted by Symbiont no more frequently than monthly, and shall be due and payable within thirty (30) calendar days of the invoice date. If the Client objects to all or any portion of an invoice, the Client shall so notify Symbiont within fourteen (14) calendar days of the invoice date, identify the cause of disagreement, and pay when due that portion of the invoice, if any, not in dispute. In the event that Symbiont and the Client cannot resolve the dispute regarding invoiced amounts within thirty (30) days after receipt by Symbiont of the aforementioned notice, the dispute shall be submitted to dispute resolution pursuant to Article 11, below.

The Client shall pay an additional charge of one-and-one-half (1.5) percent (or the maximum percentage allowed by law, whichever is lower) of the invoiced amount per month for any payment received by Symbiont more than thirty (30) calendar days from the date of the invoice, excepting any portion of the invoiced amount in dispute and resolved in favor of Client. Payment of invoices is in no case subject to unilateral discounting or setoffs by the Client.

Application of the percentage rate indicated above as a consequence of the Client's late payments does not constitute any willingness on Symbiont's part to finance the Client's operation and no such willingness should be inferred.

If the Client fails to pay undisputed invoiced amounts within thirty (30) calendar days of the date of the invoice, Symbiont may at any time, without waiving any other claim against the Client or the right to pursue any other remedy against the Client and without thereby incurring any liability to the Client, suspend this Agreement, as provided for in Article 8, Suspension, or terminate this Agreement, as provided for in Article 9, Termination.

Article 3. Confidentiality

Symbiont and Client shall hold confidential all business or technical information obtained from the other or its affiliates under this Agreement for a period of five (5) years after obtaining such information, and during that period shall not disclose such information without the other's consent except to the extent required for (1) performance of services under this Agreement; (2) compliance with professional standards of conduct for preservation of the public safety, health and welfare; (3) compliance with any law, regulation, ordinance, subpoena, court order or governmental request; or (4) protection of the disclosing party against claims or liabilities arising from performance of services under this Agreement. In the event disclosure may be required for any of the foregoing reasons, the disclosing party will, except where immediate notification is required by law or regulation or is, in the judgment of Symbiont's counsel required to limit Symbiont's liability, notify the other party in advance of disclosure. The parties' obligations hereunder shall not apply to information in the public domain or information lawfully acquired on a non-confidential basis from others.



Article 4. Independent Contractor Relationship

The relationship between the Client and Symbiont created under this Agreement is that of principal and independent contractor. Symbiont shall serve as an independent consultant to the Client and shall be responsible for selecting the means and methods that services will be provided under this Agreement. It is specifically understood that, irrespective of any assignability provisions, Symbiont may retain subcontractors to perform services usually and customarily performed by subcontractors. Should Symbiont determine it appropriate or necessary to rely on a subcontractor where it is not customary to do so, Symbiont shall obtain prior written approval or subsequent written confirmation from the Client.

Article 5. Standard of Care

Symbiont will perform the Services in accordance with the standards of care and diligence normally practiced by consulting firms performing services of a similar nature in the same locale.

Article 6. Timeliness of Performance

Symbiont acknowledges that timely performance of its services is an important element of this Agreement. Symbiont will put forth its best effort to complete the work according to the schedule attached in the Proposal.

If Symbiont discerns that the schedule shall not be met for any reason, it shall so notify the Client as soon as practically possible so that a mutually agreed on revised schedule can be established.

Article 7. Force Majeure

Symbiont shall not be considered in default because of any delays in the completion of the work due to causes beyond the control and without the fault or negligence of Symbiont or its subcontractors, including but not restricted to, an act of God or of a public enemy, fire, flood, area-wide strike, freight embargo, unusually severe weather, governmental action, or supplier delay. In the event Symbiont has knowledge of any actual or potential delay, Symbiont shall notify Client in writing of such cases of delay and their probable extent and, upon such notification, Symbiont's performance obligations hereunder shall be suspended.

Article 8. Suspension

Upon fourteen (14) calendar days written notice to Symbiont, the Client may suspend Symbiont's work.

If payment of Symbiont's invoices is not maintained on a thirty (30) calendar-day current basis by the Client, Symbiont may, by fourteen (14) calendar days' written notice to the Client, suspend further work until payment is restored to a current basis.

Suspension for any reason exceeding forty-five (45) calendar days shall, at Symbiont's option, make this Agreement subject to renegotiation or termination, as provided for elsewhere in this Agreement. Any suspension shall extend the time schedule for performance in a manner that is satisfactory to both the Client and Symbiont, and Symbiont shall be compensated for services performed and charges incurred prior to the suspension date, regardless of the reason for the suspension.

Article 9. Termination

The Client or Symbiont may terminate this Agreement for reasons identified elsewhere in the Agreement. Either party may also terminate this Agreement upon written notice to the other party in the event that the other party becomes insolvent, files a petition in bankruptcy, is adjudicated bankrupt, has an assignee, referee, receiver or trustee appointed in any creditor action, has a petition in bankruptcy filed against it which is not vacated within thirty (30) days or suffers any action analogous thereto.

In the event such termination becomes necessary, the party effecting termination shall so notify the other party, and termination will become effective fourteen (14) calendar days after receipt of the termination notice. Irrespective of which party shall effect termination or the cause therefore, the Client shall within thirty (30) calendar days of termination remunerate Symbiont for services rendered and costs reasonably incurred, in accordance with Symbiont's fee schedule. Costs shall include those incurred up to the time of termination.

Article 10. Notice to Parties

All notices required or permitted under this Agreement shall be in writing and shall be made to the parties' usual place of business.



Article 11. Dispute Resolution

Client and Symbiont shall provide written notice of a dispute within a reasonable time after the event giving rise to the dispute. Client and Symbiont agree to negotiate any dispute between them in good faith for a period of 30 days following such notice. Client and Symbiont may agree to submit any dispute to mediation, but such mediation shall not be required as a prerequisite to initiating a lawsuit to enforce this Agreement. Either party shall have the right to litigate the claim, dispute or other matter in question in any state or federal court located in Milwaukee County, Wisconsin. In connection therewith, each party agrees to submit to the jurisdiction of such court.

In the event that legal action is brought by either party against the other in the Courts (including action to enforce or interpret any aspect of this agreement), the prevailing party shall be reimbursed by the other for the prevailing party's legal costs, in addition to whatever other judgments or settlement sums, if any, may be due. Such legal costs shall include, but not be limited to, reasonable attorney's fees, court costs, expert witness fees, and other documents expenses, in addition to any other relief to which it may be entitled. Client and Symbiont agree to seek recourse only against each other as incorporated (or similar business entities) and not each other's officers, employees, directors or shareholders.

Neither party will be responsible to the other for special or consequential damages including but not limited to, loss of profits, loss of investment or business interruption.

Article 12. Choice of Law

This Agreement shall be governed and construed in accordance with the laws of the State of Wisconsin, without reference to conflicts of law principles. Each party hereto consents to the exclusive jurisdiction of the state and federal courts located in Milwaukee County, Wisconsin for any actions, suits or proceedings arising out of or relating to this Agreement.

Article 13. Limitation of Liability

The Client agrees that the limit of Symbiont's liability for its or its agents', employees' or other representatives' acts, errors, or omissions relating to or arising out of the Agreement, including without limitation, negligent acts, or omissions, shall not exceed the amount of Symbiont's insurance coverage as listed below in Article 14.

Article 14. Insurance

Symbiont shall maintain the following insurance coverage during the time it is performing services hereunder.

- A. Worker's Compensation:
of a form and in an amount as required by state law
- B. Employer's Liability:
\$1,000,000 each accident
\$1,000,000 disease, each employee
\$1,000,000 disease, policy limit
- C. Commercial General Liability (bodily injury and property damage — combined single limit):
\$1,000,000 annual aggregate
- D. Combined Errors and Omissions and Contractors Pollution Liability:
\$1,000,000 each incident
\$2,000,000 annual aggregate

Article 15. Indemnification

Symbiont agrees to indemnify and hold harmless Client, its directors, officers, stockholders, employees, agents, successors and assigns, from and against any and all claims, demands, causes of action, liability and costs which arise out of or result from any negligent act, omissions, or willful misconduct of Symbiont or Symbiont's employees, agents or subcontractors in the performance of services under this Agreement; provided, however, Symbiont will not be obligated to indemnify Client with respect to costs or damages to the extent such costs or damages are caused by or incurred as a result of negligence or intentional misconduct of Client or Client's agents or employees.

Client agrees to indemnify and hold harmless Symbiont, its directors, officers, stockholders, employees, agents, successors and assigns, from and against any and all claims, demands, causes of action, liability and costs which arise out of or result from any negligent act, omissions, or willful misconduct of Client or Client's employees or agents; provided, however, Client will not be obligated to indemnify Symbiont with respect to costs or damages to the extent such costs or damages are caused by or incurred as a result of negligence or intentional misconduct of Symbiont or Symbiont's agents, employees, or subcontractors.



Article 16. Review of Drawings of Contractors

In the course of performing services under this Agreement, Symbiont may be asked to review drawings and specifications from contractors engaged to perform work in connection with the project for which the Proposal is submitted. Any such review shall be limited to a review of the general conformance with the design concept of the project and the general compliance with information given in the contractor's documents and as may otherwise be noted by Symbiont on such drawings and specifications. Such review shall in no way limit the liability of the contractor or be deemed an indication that Symbiont has accepted or approved the drawings and specifications in any manner.

Article 17. Ownership and Use of Documents and Concepts

Client acknowledges that Symbiont reports, drawings, boring logs, field data, field notes, laboratory test data, calculations, estimates, and other similar documents ("Records") are instruments of professional services, not products.

Symbiont will retain these Records for a period of three (3) years following completion of this project. During this time, Symbiont will reasonably make available these records to the Client. Symbiont may charge a reasonable fee in addition to its professional fees for storing, retrieving, or copying such records.

CADD files and any other electronic data submitted by Symbiont shall be reviewed by Client for comparison to the paper contract documents including plans, drawings and specifications. Client shall notify Symbiont within ten (10) business days of any defects it discovers in the files or any inconsistencies between the electronic files and the paper contract documents.

Symbiont shall not be responsible for any deviations, alterations, modifications or additions in the electronic data in comparison to the paper contract documents or any reuse of the electronic data by Client or any other party for this project, or any other project without the prior express written consent of Symbiont. Client shall defend, indemnify and hold completely harmless Symbiont against any claims, damages, or losses arising out of any deviations, alterations, modifications, or additions in the electronic data in comparison to the paper contract documents or any reuse of the electronic data without prior express written consent of Symbiont.

All documents, including the electronic files that are transferred by Symbiont to Client are Instruments of Service of Symbiont created for this project only, and are not intended to be deemed a sale of the files and data, and NO REPRESENTATION OR WARRANTY IS MADE, EITHER EXPRESS OR IMPLIED, CONCERNING THE MERCHANTABILITY OF THE FILES AND DATA OR THEIR FITNESS FOR A PARTICULAR PURPOSE.

Copies of documents that may be relied upon by Client are limited to only the printed copies (also known as hard copies) that contain original signatures and seals of the professional employee(s) of Symbiont. Files in electronic media format of text, data, graphic, or of other types that are furnished by Symbiont to Client are only for the convenience of Client and shall not be construed as containing original signatures and seals of the professional employee(s) of Symbiont. Any conclusion or information obtained or derived from such electronic files will be at the Client's sole risk.

Symbiont is not responsible for damages arising out of the use by the Client or the Client's agents of any Symbiont data or report for any purpose other than its original purpose as defined in the Proposal.

While Client agrees that any patentable or copyrightable concepts developed by Symbiont as a result of this Agreement shall remain the sole and exclusive property of Symbiont, Client shall retain a right, without the right to grant sublicenses under any patents or copyrights of Symbiont, to use any information or recommendations generated by Symbiont during the performance of this Agreement. Client shall have the right to assign such right to any party who buys from client the assets of Client relating to the information or recommendations generated by Symbiont under this Agreement. Nothing in this Article 17 shall restrict Symbiont from using any methods, techniques, or concepts developed by it under this Agreement for its benefit or the benefit of any third party.

Article 18. Buried Utilities

In those situations where Symbiont performs subsurface exploration, the Client, to the extent of its knowledge, will furnish to Symbiont information identifying the type and location of utilities and other man-made objects beneath the surface of the project site. Symbiont will take reasonable precautions to avoid damaging these utilities or objects. Prior to penetrating the site's surface, Symbiont will furnish Client a plan indicating the locations intended for penetration. Symbiont will not be responsible for damages arising out of contact with unidentified subsurface utilities or objects.

Article 19. Extent of Study

Client recognizes that actual environmental conditions may vary from conditions encountered at locations where Symbiont makes visual observations, obtains samples, or performs other explorations as part of its services under this Agreement. Symbiont's failure to discover potential environmental contamination or other environmental conditions through appropriate techniques does not guarantee the absence of environmental contamination or other environmental conditions at a site.



Article 20. Hazardous Substances

In the event that services performed under this Agreement involve hazardous substances, as defined in 40 CFR Part 302, including hazardous waste, whether or not such involvement was known or contemplated at the time this Agreement was made or when services performed by Symbiont commenced under this Agreement, the following additional terms and conditions shall apply to this Agreement.

Any and all samples collected or received by Symbiont or its subcontractors on behalf of the Client which contain hazardous substances including hazardous waste will be, after completion of testing and at Client's expense, either returned to the Client, or using a manifest signed by the Client as a generator, be transported to a location selected by the Client for final disposal. The Client shall pay all costs associated with the storage, transport, and disposal of all such samples. The Client agrees and recognizes that Symbiont is acting as a bailee and at no time assumes title to any such samples or substances.

Symbiont warrants that when making hazardous waste determinations on behalf of Client, Symbiont will use the standard of care and diligence normally practiced by consulting firms performing similar services in the same locale. Symbiont, if requested by Client, will gather bids from various hazardous waste transporters and/or treatment, storage or disposal facilities (TSDFs) that are appropriately licensed or permitted by state, federal and/or local authorities to accept the waste generated by the Client. Client acknowledges that although Symbiont may gather bids from various hazardous waste transporters or TSDFs, that Client has ultimately selected such transporter or TSDF. Client understands that Symbiont has not conducted regulatory compliance audits on such transporters or TSDFs nor does Symbiont make any other warranties or representations other than expressly written in this paragraph related to such transporters or TSDFs. Client acknowledges that Symbiont at no time assumes title to waste generated from Client's facility or site.

Client acknowledges that Symbiont has no responsibility as an operator, arranger, generator, treater, storer, transporter, or disposer of hazardous substances found or identified in conjunction with work performed hereunder.

Article 21. Third Party Rights

Except as specifically stated in this Agreement, this Agreement does not create any rights or benefits to parties other than Client and Symbiont. The services provided by Symbiont hereunder are for the Client only.

Article 22. Assignment

Neither party to this Agreement shall assign its duties and obligations hereunder without the prior consent of the other party except as provided in Article 4.

Article 23. Lien Notice

As required by the Wisconsin Construction Lien Law, Symbiont hereby notifies Client that persons or companies performing, furnishing, or procuring labor, services, materials, plans, or specifications for construction on Client's land may have lien rights on Client's land and buildings if not paid. Those entitled to lien rights, in addition to Symbiont, are those who contract directly with Client or those who give Client notice within sixty (60) days after they first perform, furnish, or procure labor, services, materials, plans or specifications for construction. Accordingly, Client probably will receive notices from those who perform, furnish, or procure labor, services, materials, plans, or specification for construction, and should give a copy of each notice received to the mortgage lender, if any. Symbiont agrees to cooperate with Client and Client's lender, if any, to see that all potential lien claimants are duly paid.

If the project site is in a state other than Wisconsin, Symbiont and its subcontractors may also have lien rights on Client's land and building if not paid.

Article 24. Waiver

No waiver by Symbiont of any term or condition set forth herein or the breach by the Client of any such term or condition, whether by conduct or otherwise, in any one or more instances, shall be deemed or construed as a further or continuing waiver of any such term, condition or breach or a waiver of any other term, condition or breach.

Article 25. Headings

The subject headings in this Agreement are for convenience only and are not determinative of the substance of the subject clause.



Article 26. Entire Agreement

The parties agree that this Agreement, together with proposals and attachments, represents the entire and integrated agreement between the Client and Symbiont and supersedes all prior communications, negotiations, representations, quotations, offers or agreements, either written or oral between the parties hereto, with respect to the subject matter hereof, and no agreement or understanding varying or extending this Agreement shall be binding upon either Party, other than by a written agreement signed by both the Client and Symbiont. If additional documents represent the agreement of the parties, such documents must be itemized in Symbiont's proposal. The parties agree that the provisions of these terms and conditions of this Agreement shall control over and govern as to any subsequent form or document signed by the Parties, such as Owner's Purchase Orders, Work Orders, etc. and that such documents may be issued by Owner to Symbiont as a matter of convenience to the Parties without altering any of the terms or provisions hereof.

Article 27. Severability

If any provision or part of a provision of this Agreement is declared to be invalid by any tribunal of competent jurisdiction, such part shall be deemed automatically adjusted, if possible, to conform to the requirements for validity, but if such adjustment is not possible, it shall be deemed deleted from this Agreement as though it had never been included herein. In either case, the balance of any such provision and of this Agreement shall remain in full force and effect.

Article 28. Contract Amendments

Any amendments to the Proposal or these Terms and Conditions of Agreement shall be executed by means of a written contract amendment, signed by the Client and Symbiont. Changes to the Agreement will not become effective until the contract amendment has been signed by both parties. The contract amendment will document the specific changes to the Agreement along with any resulting adjustment in cost and/or schedule.

Article 29. Execution of Agreement

These Terms and Conditions of Agreement are cross referenced in Symbiont's Proposal and are accepted when the Proposal is executed by the Client or when the Client authorizes Symbiont to proceed with the Scope of Work. Client's representative represents that he/she is duly authorized to enter into and sign this Agreement. The parties agree that Symbiont's Proposal may be executed by Client and delivered to Symbiont via facsimile or other electronic means, and such facsimile or other electronic copy will constitute an original.

CITY OF CEDARBURG

MEETING DATE: January 8, 2018

ITEM NO: 8. E.

TITLE: Consider approval of change order received from Vinco for extra work to address unknown subsurface conditions at the Western Road communications monopole site; and action thereon.

ISSUE SUMMARY: The City awarded a \$291,160.00 contract to Vinco to construct the Western Road communications monopole. While excavating for the 30 foot by 30 foot foundation, the contractor encountered intact concrete slabs and footings apparently from an old building, which did not show up in the soil boring log taken prior to construction. Before proceeding with the excavation, the contractor had to remove what appeared to be a 75 year old birch tree very close to the proposed monopole center, and thus we were quite surprised to find poured concrete below it.

It took the contractor two extra crew days to remove the old foundations, but that was not the only challenge. The soil boring had showed intact bedrock at 10 foot depth, but when exposed, the bedrock surface in the excavation was only 7 foot deep at the middle of the excavation and 10 foot at the edges. That would have forced a major redesign and enlargement of the foundation, but we discussed removing the dome of bedrock, and all agreed that would expedite the foundation construction and minimize redesign costs.

Vinco's itemized change order request is for \$18,739.00, and while expensive, the consulting engineer SEH and City staff agree that this was the most economical course of action. Because the removed foundation rubble could not be reused as backfill, Public Works crews purchased and hauled the crushed stone required to backfill the foundation. The City's cost for crushed stone was \$1,939.00 but we saved around \$2,600.00 by hauling it ourselves.

STAFF RECOMMENDATION: Staff recommends approval of Change Order #1 in the amount of \$18,739.00.

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: \$18,739.00 increase in monopole contract cost. (6.44%)

ATTACHMENTS: Vinco Change Order #1
E-mail describing Vinco construction delays
Soil boring log and location map

INITIATED/REQUESTED BY: Tom Wiza

FOR MORE INFORMATION CONTACT: Tom Wiza-Director of Engineering and Public Works
262-375-7610

VINCO CHANGE-ORDER FORM

| | | | | |
|---|---|-----------------------|----------------------|----------------------|
| Contractor: | Vinco | | | |
| Site name: | Western Road Communications Tower-City of Cedarburg | | | |
| Project type: | New Raw Land | | | |
| Date(s) of service | 12-7 thru 12-13 | | | |
| Justification for change order: Old foundation removal in excavation site. Rock removal & foundation change. | | | | |
| MATERIAL & EQUIPMENT COSTS | | | | |
| Item description | Quantity | Price per unit | | Extended cost |
| Compressor with 2 hammers | 1 | \$923 | | \$923 |
| MTM With Hammer | 1 | \$1,040 | | \$1,040 |
| Excavator | 1 | \$2,598 | | \$2,598 |
| Rental of 6' forms for pier | 1 | \$780 | | \$780 |
| Hauling and disposal of rock | 4 loads | \$125 | | \$500 |
| Sub Total Material & Equipment | | | | \$5,841 |
| LABOR COSTS | | | | |
| Description of service | # of men | # of hours | Cost per hour | Extended cost |
| Foundation Removal | 3 | 30 | \$95.00 | \$2,850 |
| Rock Removal | 3 | 56 | \$95.00 | \$5,320 |
| Cutting Rebar Pier Steel | 1 | 3 | \$95.00 | \$285 |
| Travel Hours | 3 | 33 | \$85.00 | \$2,805 |
| Sub Total Labor costs | | | | \$11,260 |
| MOBILIZATION COSTS | | | | |
| Origin city to destination city | # of miles | Cost per mile | Cost per hour | Extended cost |
| Forest Lake to Cedarburg | 672 | \$1.50 | | \$1,008 |
| PER DIEM | | | | |
| # Men | # of days | Cost per day | | Extended cost |
| 3 | 2 | \$105 Each | | \$630 |
| TOTAL COST | | | | |
| | | | | \$18,739 |

From: Mike Johnson <m.johnson@vinco-inc.com>
Sent: Tuesday, December 26, 2017 5:16 PM
To: 'Dale Romsos'
Cc: City of Cedarburg - Tom Wiza
Subject: RE: SEH Western Road Communications Tower-City of Cedarburg Change Order #1 dates of service

Dale,

This project had 4 days of extra labor due to old foundation removal and the geotech report was off by 36" so bedrock at 7' below grade was removed to meet new foundation design at 9' below grade as that was the best solution and the most cost effective way to get an approved foundation installed. With Tom Wiza approval we hammered out the bedrock. The delay's also resulted in an extra mobilization to complete foundation install. If you look at the time line without the delay's the crew would have been complete with in the 9 days they were scheduled. See dates the labor was performed below. Our original schedule was to pour on Monday the 11th it was pushed to Friday the 15th due to delays.

Tom Dale is out this week if you need anything further please let me know.

Foundation removal December 8th & 9th

Bedrock removal December 12th & 13th

Cut rebar down to matched new foundation design December 12th

Extra Mobilization December 19th & 22nd

LABOR COSTS

| Description of service | # of men | # of hours | Cost per hour | Extended cost |
|------------------------------|----------|------------|-----------------|---------------|
| Foundation Removal | 3 | 30 | \$95.00 | \$2,850 |
| Rock Removal | 3 | 56 | \$95.00 | \$5,320 |
| Cutting Rebar Pier Steel | 1 | 3 | \$95.00 | \$285 |
| Travel Hours | 3 | 33 | \$85.00 | \$2,805 |
| Sub Total Labor costs | | | \$11,260 | |

Thanks,

Mike Johnson
Vinco Inc.
18995 Forest Blvd N.
Forest Lake, MN 55025



Professional Service Industries, Inc.
821 Corporate Court
Waukesha, WI 53189
Telephone: (262) 521-2125
Fax: (262) 521-2471

LOG OF BORING B-1

Sheet 1 of 1

PSI Job No.: 00521556
Project: Proposed Monopole Tower
Location: N49 W6409 Western Road
Cedarburg, WI 53012

Drilling Method: Hollow Stem Auger
Sampling Method: 2-in SS
Hammer Type: Automatic
Boring Location: Proposed Monopole Tower

WATER LEVELS

▽ While Drilling Not Obsd
▽ Upon Completion Not Obsd
▽ Delay N/A

| Elevation (feet) | Depth (feet) | Graphic Log | Sample Type | Sample No. | Recovery (inches) | Station: N/A Offset: N/A | MATERIAL DESCRIPTION | USCS Classification | SPT Blows per 6-inch (SS) | Moisture, % | STANDARD PENETRATION TEST DATA N in blows/ft @ X Moisture PL LL STRENGTH, tsf ▲ Qu * Qp | Additional Remarks |
|------------------|--------------|-------------|-------------|------------|-------------------|-----------------------------|---|---------------------|---------------------------|-------------|--|-----------------------------|
| 0 | | | | 1 | 10 | | Topsail, Dark Brown Organic Silt, Trace Clay, Very Moist (6"± Thick) | OL | 4-4-5 | 39 | | |
| | | | | 2 | 8 | | Fill, Brown Lean Clay, Trace Sand and Gravel, Moist | FILL | N=9 | 13 | | |
| | | | | 3 | 18 | | Possible Foundry Fill, Black Silty Sand, Little Crushed Slag, Moist to Very Moist | FILL | 5-50/5" | 15 | | >> N=50/5" |
| | | | | 4 | 12 | | Brown Lean Clay, Trace Sand and Gravel, Moist, Hard | CL | 25-20-20 N=40 | 11 | | >> Q _p = 8.0 tsf |
| | | | | 5 | 224 | | Light Brown Silt, Trace Gravel, Moist to Very Moist, Very Dense | ML | 12-21-50/3" | 16 | | >> N=50/3" |
| | | | | | | | Limestone Bedrock | | | | | 150.0 pcf; Qu=7,710 psi |
| | | | | | | | (Percent Recovery=93%; RQD=75; RMR76=70) | | | | | |
| | | | | | | | | BDRK | | | | 148.7 pcf; Qu=7,960 psi |
| | | | | | | | | | | | | 160.2 pcf; Qu=10,030 psi |
| | | | | | | | End of Boring at 30' | | | | | |
| | | | | | | | Rock Cored from 10' to 30' | | | | | |
| | | | | | | | Cave-in at 5' | | | | | |

Completion Depth: 30.0 ft
Date Boring Started: 5/3/16
Date Boring Completed: 5/3/16
Logged By: SG
Drilling Contractor: PSI, Inc.

Sample Types:

Auger Cutting
Split-Spoon
Rock Core

Shelby Tube
Hand Auger
Calif. Sampler
Texas Cone

Latitude: 43.293406°
Longitude: -87.989715°
Drill Rig: Marooka D-50 ATV - Rig No. 395
Remarks:

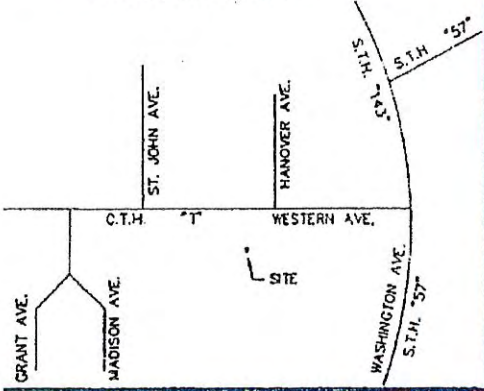
The stratification lines represent approximate boundaries. The transition may be gradual.

PROPERTY OWNER:
CITY OF CEDARBURG
W63N645 WASHINGTON AVE.
CEDARBURG, WI 53012

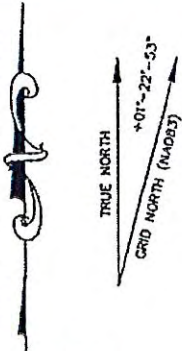
TAX KEY NUMBER:
13-040-0015 &
13-040-0013

ZONED:
INSTITUTIONAL &
PUBLIC SERVICE

- LOCATION SKETCH -



BEARINGS REFERENCED TO THE
WISCONSIN STATE PLANE COORDINATE
SYSTEM (NAD 27) - SOUTH ZONE



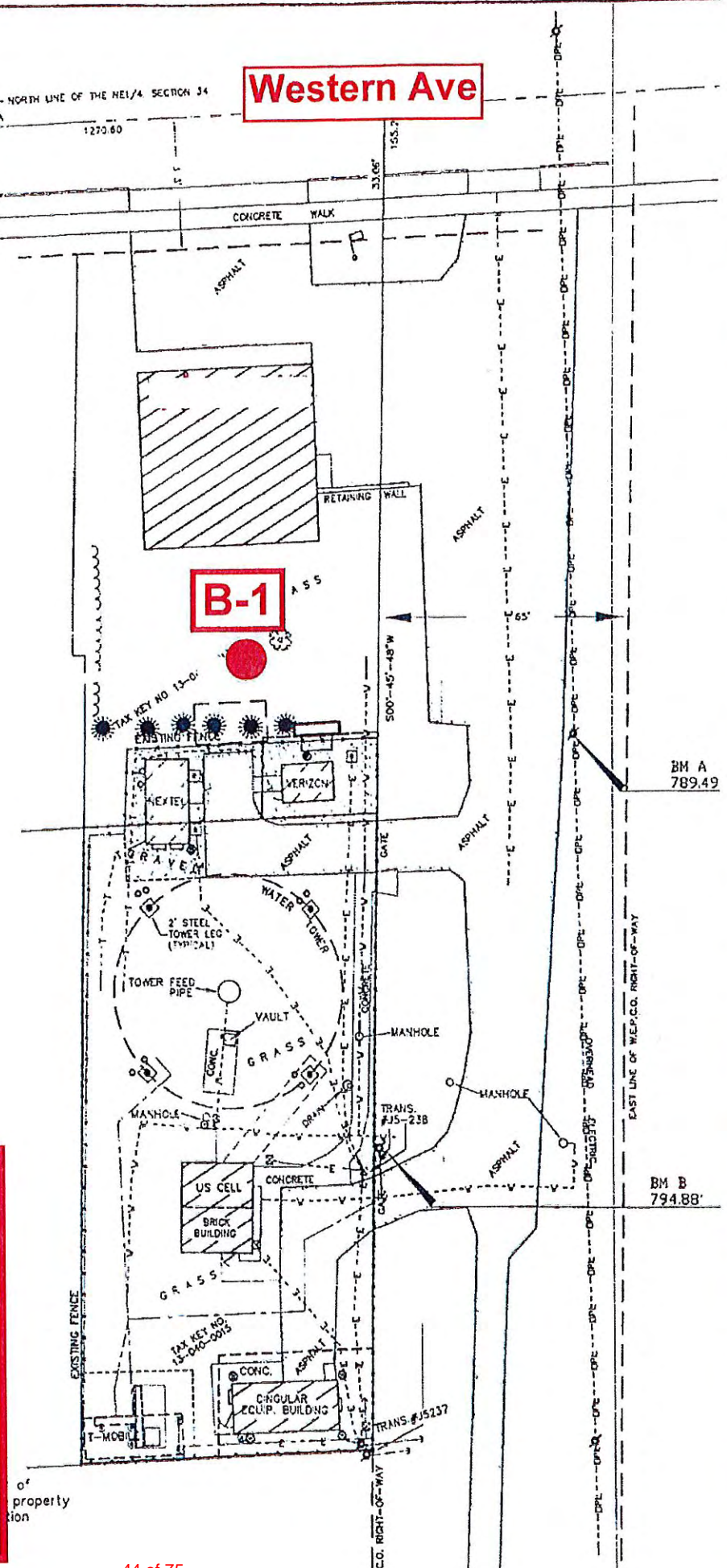
- LEGEND -

- = 1" IRON PIPE FOUND
- = 1"x24" IRON PIPE SET
- = 8" NAIL SET
- △ = P.K. MASONRY NAIL SET
- ⊙ = COUNTY MONUMENT FOUND
- ⊕ = HYDRANT
- ⊗ = WATER VALVE
- ⊙ = TEST WELL
- ⊕ = POWER POLE
- ⊙ = TREE

psi Information
To Build On
Engineering • Consulting • Testing

BORING LOCATION PLAN
Proposed Monopole Tower
N49 W6409 Western Road
Cedarburg, WI 53012
PSI Project No. 00521556

*Adapted from Boring Plan provided
by client.



CITY OF CEDARBURG
TRANSFER LIST
12/9/17-1/5/18

| Date | Amount | Transfer to |
|------------------------------|-----------------------|--|
| PWSB CHECKING ACCOUNT | | |
| 12/11/2017 | \$1,885.65 | Light & Water-November charges |
| 12/13/2017 | \$1,250,000.00 | PWSB Money Market |
| 12/15/2017 | \$41,398.08 | State of Wisconsin-November sales tax |
| 12/18/2017 | \$24,151.76 | Light & Water-November charges |
| 12/18/2017 | \$1,500.00 | Pitney Bowes-postage |
| 12/20/2017 | \$2,500,000.00 | PWSB Money Market |
| 12/20/2017 | \$186,000.00 | PWSB Payroll |
| 12/21/2017 | \$5,843.73 | Health Savings Accounts for 12/3/17-12/16/17 |
| 12/21/2017 | \$467.50 | Police Association-union dues for 12/3/17-12/16/17 |
| 12/21/2017 | \$3,204.94 | ICMA-contributions for 12/3/17-12/16/17 |
| 12/21/2017 | \$4,495.05 | North Shore Bank-contributions for 12/3/17-12/16/17 |
| 12/26/2017 | \$13,645.46 | Light & Water-November charges |
| 12/26/2017 | \$1,771.64 | Light & Water-November charges |
| 12/28/2017 | \$5,000,000.00 | PWSB Money Market |
| 12/29/2017 | \$78,423.08 | November WRS Remittance |
| 1/4/2018 | \$2,749.19 | Light & Water-December charges |
| 1/4/2018 | \$203,000.00 | PWSB Payroll |
| 1/4/2018 | \$6,074.92 | Health Savings Accounts for 12/17/17-12/30/17 |
| 1/4/2018 | \$467.50 | Police Association-union dues for 12/17/17-12/30/17 |
| 1/4/2018 | \$3,193.79 | ICMA-contributions for 12/17/17-12/30/17 |
| 1/4/2018 | \$6,992.47 | North Shore Bank-contributions for 12/17/17-12/30/17 |
| | <u>\$9,335,264.76</u> | |

PWSB PAYROLL ACCOUNT

| | | |
|------------|---------------------|-------------------------------------|
| 12/22/2017 | \$127,383.11 | Payroll for 12/3/17-12/16/17 |
| 12/22/2017 | \$58,448.56 | Payroll taxes for 12/3/17-12/16/17 |
| 1/5/2018 | \$137,060.17 | Payroll for 12/17/17-12/30/17 |
| 1/5/2018 | \$65,417.95 | Payroll taxes for 12/17/17-12/30/17 |
| | <u>\$388,309.79</u> | |

PWSB MONEY MARKET ACCOUNT

| | | |
|------------|---------------------|------------------------------------|
| 12/29/2017 | \$33,059.17 | PWSB Capital Money Market |
| 12/29/2017 | \$25,201.42 | PWSB Internal Service Money Market |
| 12/29/2017 | \$119,757.67 | PWSB Capital Money Market |
| | <u>\$178,018.26</u> | |

PARTNERSHIP TAX COLLECTION ACCOUNT

| | | |
|------------|--------------|-------------------|
| 12/28/2017 | \$500,000.00 | PWSB Money Market |
|------------|--------------|-------------------|

BMO HARRIS TAX COLLECTION ACCOUNT

| | | |
|------------|--------------|---------------------------------|
| 12/21/2017 | \$900,000.00 | BMO Harris Temporary Investment |
|------------|--------------|---------------------------------|

BMO HARRIS ONLINE TAX COLLECTION ACCOUNT

| | | |
|------------|--------------|---------------------------------|
| 12/21/2017 | \$500,000.00 | BMO Harris Temporary Investment |
|------------|--------------|---------------------------------|

CORNERSTONE BANK CHECKING

12/26/2017 \$190,000.00 Cornerstone Money Market

COMMERCE STATE BANK CHECKING

12/29/2017 \$150,000.00 Commerce State Bank Money Market

CITY OF CEDARBURG
***Check Detail Register©**

12/29/17 7:43 AM
Page 1

DECEMBER 2017

| | | Check Amt | Invoice | Comment |
|-----------------------------|---------------------------|------------|------------|---------------------------|
| 111300 PWSB Checking | | | | |
| Unpaid | ADP, LLC. | | | |
| E 100-515600-210 | PROFESSIONAL SERVICES | \$415.80 | 505179319 | TREAS-TIME & ATTENDANCE |
| E 100-515600-210 | PROFESSIONAL SERVICES | \$373.23 | 505181385 | TREAS-12/11/17 PAYROLL |
| | Total ADP, LLC. | \$789.03 | | |
| Unpaid | ARNOLD, RICHARD L | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$118.09 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total ARNOLD, RICHARD L | \$118.09 | | |
| Unpaid | BACH, KAREN J. | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$45.91 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total BACH, KAREN J. | \$45.91 | | |
| Unpaid | BARTLETT, SHANNON C | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$50.52 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total BARTLETT, SHANNON C | \$50.52 | | |
| Unpaid | BARTZ, THOMAS J | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$63.17 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total BARTZ, THOMAS J | \$63.17 | | |
| Unpaid | BLOCH, ALAN D | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$96.23 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total BLOCH, ALAN D | \$96.23 | | |
| Unpaid | BORNSTEIN, ROBERT | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$183.13 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total BORNSTEIN, ROBERT | \$183.13 | | |
| Unpaid | BROWN, KIRK J | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$159.41 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total BROWN, KIRK J | \$159.41 | | |
| Unpaid | BRUHY, MARK E | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$5,851.14 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total BRUHY, MARK E | \$5,851.14 | | |
| Unpaid | CONLON, THOMAS P | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$52.70 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total CONLON, THOMAS P | \$52.70 | | |
| Unpaid | DRAPER, BRIAN C | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$4.01 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| G 100-261400 | OVERPAYMENT OF TAXES | \$39.89 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total DRAPER, BRIAN C | \$43.90 | | |
| Unpaid | DRAYNA, PATRICK | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$199.71 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |

CITY OF CEDARBURG

12/29/17 7:43 AM

Page 2

***Check Detail Register©**

| DECEMBER 2017 | | | |
|------------------|-----------------------|-----------|---|
| | | Check Amt | Invoice Comment |
| Total | DRAYNA, PATRICK | \$199.71 | |
| Unpaid | DROLLINGER, JAMES S | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$91.52 | TAX REFUND OVERPAYMENT OF 2017 TAXES |
| Total | DROLLINGER, JAMES S | \$91.52 | |
| Unpaid | ESSELMANN, WILLIAM | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$133.55 | TAX REFUND OVERPAYMENT OF 2017 TAXES |
| Total | ESSELMANN, WILLIAM | \$133.55 | |
| Unpaid | EVERS, LAWRENCE | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$55.76 | TAX REFUND OVERPAYMENT OF 2017 TAXES |
| Total | EVERS, LAWRENCE | \$55.76 | |
| Unpaid | FURNNER, MIKE | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$143.88 | TAX REFUND OVERPAYMENT OF 2017 TAXES |
| Total | FURNNER, MIKE | \$143.88 | |
| Unpaid | GESCHEIDLE, GREGORY | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$89.38 | TAX REFUND OVERPAYMENT OF 2017 TAXES |
| Total | GESCHEIDLE, GREGORY | \$89.38 | |
| Unpaid | GRAF, JEFFREY J | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$143.07 | TAX REFUND OVERPAYMENT OF 2017 TAXES |
| Total | GRAF, JEFFREY J | \$143.07 | |
| Unpaid | GRAFTON SENIOR CENTER | | |
| E 100-555140-390 | OTHER EXPENSES | \$663.95 | (100) SR CTR -MIRACLE ON 34TH STREET TOUR |
| Total | GRAFTON SENIOR CENTER | \$663.95 | |
| Unpaid | GRAINGER | | |
| E 601-573830-340 | MAINTENANCE SUPPLIES | \$33.86 | 9649648129 CWRC-CAPACITOR 370V |
| Total | GRAINGER | \$33.86 | |
| Unpaid | GREBE, DARIN | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$69.23 | TAX REFUND OVERPAYMENT OF 2017 TAXES |
| Total | GREBE, DARIN | \$69.23 | |
| Unpaid | GRZENIA, CHARLOTTE | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$64.34 | TAX REFUND OVERPAYMENT OF 2017 TAXES |
| Total | GRZENIA, CHARLOTTE | \$64.34 | |
| Unpaid | GUTH, GARY R | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$97.87 | TAX REFUND OVERPAYMENT OF 2017 TAXES |
| Total | GUTH, GARY R | \$97.87 | |
| Unpaid | HAGERMAN, DANIEL | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$168.86 | TAX REFUND OVERPAYMENT OF 2017 TAXES |
| Total | HAGERMAN, DANIEL | \$168.86 | |

CITY OF CEDARBURG

12/29/17 7:43 AM

Page 3

***Check Detail Register©**

DECEMBER 2017

| | | Check Amt | Invoice | Comment |
|------------------|------------------------------|-----------|------------|----------------------------|
| Unpaid | HASSETT, CYNTHIA A. | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$44.11 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total HASSETT, CYNTHIA A. | \$44.11 | | |
| Unpaid | HUIBREGTSE, JUDITH A | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$170.15 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total HUIBREGTSE, JUDITH A | \$170.15 | | |
| Unpaid | JESKE, BRIAN P. | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$74.27 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total JESKE, BRIAN P. | \$74.27 | | |
| Unpaid | JOHNS, JEFFREY | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$154.90 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total JOHNS, JEFFREY | \$154.90 | | |
| Unpaid | KAUL, SHIVAJI & SUSHMA | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$122.48 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total KAUL, SHIVAJI & SUSHMA | \$122.48 | | |
| Unpaid | LUNALAND VENTURES LLC | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$124.77 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total LUNALAND VENTURES LLC | \$124.77 | | |
| Unpaid | MACHALK, AMARA K | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$97.27 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total MACHALK, AMARA K | \$97.27 | | |
| Unpaid | MACSURAK, TRACY | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$94.16 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total MACSURAK, TRACY | \$94.16 | | |
| Unpaid | MILLER, MICHAEL J. | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$159.41 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total MILLER, MICHAEL J. | \$159.41 | | |
| Unpaid | NELSON, HENRY T. | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$75.47 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total NELSON, HENRY T. | \$75.47 | | |
| Unpaid | ONTECH SYSTEMS, INC | | | |
| E 100-514700-380 | EQUIPMENT/CAPITAL OUTLA | \$30.00 | 32270 | IT-DISPLAY ADAPTER - KELLY |
| E 100-514700-210 | PROFESSIONAL SERVICES | \$483.50 | 32423 | IT-MONTHLY SERVER CARE |
| | Total ONTECH SYSTEMS, INC | \$513.50 | | |
| Unpaid | OWEN S OFFICE SUPPLIES | | | |
| E 100-555140-313 | PRINTING-NEWSLETTERS, ET | \$65.25 | 26424 | SR CTR-11X17 60# PAPER |
| | Total OWEN S OFFICE SUPPLIES | \$65.25 | | |

CITY OF CEDARBURG

12/29/17 7:43 AM

Page 4

***Check Detail Register©**

DECEMBER 2017

| | | Check Amt | Invoice | Comment |
|------------------|---|-------------------|-------------|--------------------------------------|
| Unpaid | PACE ANALYTICAL SERVICES, INC. | | | |
| E 601-573825-217 | OUTSIDE LAB TESTING | \$20.00 | 1740045504 | CWRC-KJELDAHL NITROGEN |
| | Total PACE ANALYTICAL SERVICES, INC. | \$20.00 | | |
| Unpaid | PETTY CASH-LIBRARY | | | |
| E 260-555110-350 | OPERATING SUPPLIES | \$1.44 | PETTY CASH | LIBR-MENARDS BULBS |
| E 260-555110-350 | OPERATING SUPPLIES | \$5.00 | PETTY CASH | LIBR-MICHAELS-REFILLABLE ALBUM |
| E 260-555110-330 | TRAVEL & TRAINING | \$6.50 | PETTY CASH | LIBR-OLIVE SPRIG-HOSTING |
| E 260-555110-322 | DONATION EXPENDITURES | \$50.00 | PETTY CASH | LIBR-CHAMBER OF COMMERCE-GIFT CHECKS |
| | Total PETTY CASH-LIBRARY | \$62.94 | | |
| Unpaid | PULLAR, CATHERINE G. | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$78.83 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total PULLAR, CATHERINE G. | \$78.83 | | |
| Unpaid | SAN-A-CARE, INC. | | | |
| E 100-518100-350 | OPERATING SUPPLIES | \$1,656.08 | 453900 | COMPLEX-3M EASY TRAP DUSTER |
| | Total SAN-A-CARE, INC. | \$1,656.08 | | |
| Unpaid | SCHELWAT, TIMOTHY W | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$214.66 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total SCHELWAT, TIMOTHY W | \$214.66 | | |
| Unpaid | SCHMIT, KAREN A. | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$87.86 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total SCHMIT, KAREN A. | \$87.86 | | |
| Unpaid | SCHNEIDER, BRYAN J | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$105.64 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total SCHNEIDER, BRYAN J | \$105.64 | | |
| Unpaid | SHORT ELLIOTT HENDRICKSON INC | | | |
| E 400-518100-806 | CITY HALL IMPROVEMENTS | \$3,946.72 | 343479 | ENG-MONOPOLE ENGINEERING |
| | Total SHORT ELLIOTT HENDRICKSON INC | \$3,946.72 | | |
| Unpaid | THIERFELDER, RYAN | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$111.72 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total THIERFELDER, RYAN | \$111.72 | | |
| Unpaid | TODD, JOHN C. | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$127.10 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total TODD, JOHN C. | \$127.10 | | |
| Unpaid | TSCHANZ, WILLIAM | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$94.53 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| | Total TSCHANZ, WILLIAM | \$94.53 | | |
| Unpaid | UNIFIRST CORPORATION | | | |
| E 601-573825-372 | SAFETY EQUIPMENT | \$48.35 | 096 0993392 | CWRC-UNIFORMS |

CITY OF CEDARBURG
***Check Detail Register©**

12/29/17 7:43 AM
Page 5

DECEMBER 2017

| | Check Amt | Invoice | Comment |
|---|--------------------|-------------|---------------------------------|
| E 601-573830-342 JANITORIAL SUPPLIES | \$47.23 | 096 0993409 | CWRC-MATS/WIPERS |
| Total UNIFIRST CORPORATION | \$95.58 | | |
| Unpaid VALENZUELA, MARIO R | | | |
| G 100-261400 OVERPAYMENT OF TAXES | \$165.21 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| Total VALENZUELA, MARIO R | \$165.21 | | |
| Unpaid WENDLANDT, SARAH P. | | | |
| G 100-261400 OVERPAYMENT OF TAXES | \$53.73 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| Total WENDLANDT, SARAH P. | \$53.73 | | |
| Unpaid WILSON, RUSSELL AND STEPHANIE | | | |
| G 100-261400 OVERPAYMENT OF TAXES | \$125.31 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| Total WILSON, RUSSELL AND STEPHANIE | \$125.31 | | |
| Unpaid YEAZEL, BRIAN | | | |
| G 100-261400 OVERPAYMENT OF TAXES | \$116.40 | TAX REFUND | OVERPAYMENT OF 2017 TAXES |
| Total YEAZEL, BRIAN | \$116.40 | | |
| Unpaid ZEPNICK, NICHOLAS | | | |
| R 100-462140 POLICE DEPARTMENT FEES | \$10.00 | REFUND | DUPLICATE LOCKOUT #6604 PAYMENT |
| Total ZEPNICK, NICHOLAS | \$10.00 | | |
| 111300 PWSB Checking | \$18,176.26 | | |

Fund Summary

| | |
|------------------------------------|--------------------|
| <u>111300 PWSB Checking</u> | |
| 100 GENERAL FUND | \$14,017.16 |
| 260 LIBRARY FUND | \$62.94 |
| 400 CAPITAL IMPROVEMENTS FUND | \$3,946.72 |
| 601 WATER RECYCLING CENTER | \$149.44 |
| | \$18,176.26 |

CITY OF CEDARBURG

12/22/17 9:02 AM

Page 1

***Check Detail Register©**

DECEMBER 2017

| | | Check Amt | Invoice | Comment |
|-----------------------------|--|-------------------|--------------|--|
| 111300 PWSB Checking | | | | |
| Unpaid | A LYNEIS ELECTRIC LLC | | | |
| E 400-533210-847 | DPW CENTER IMPROVEMENT | \$2,407.00 | 5492 | DPW-INSTALL WIRING FOR SALT SHED OVERHEAD DOOR |
| | Total A LYNEIS ELECTRIC LLC | \$2,407.00 | | |
| Unpaid | ABT MAILCOM | | | |
| E 100-515600-310 | OFFICE SUPPLIES | \$1,391.41 | 201714-OC | TREAS-2017 TAX BILL PROCESSING |
| | Total ABT MAILCOM | \$1,391.41 | | |
| Unpaid | ADP, LLC. | | | |
| E 100-515600-210 | PROFESSIONAL SERVICES | \$427.16 | 504795474 | TREAS-12/2/2017 PAYROLL |
| | Total ADP, LLC. | \$427.16 | | |
| Unpaid | ADVANCED DISPOSAL | | | |
| R 100-463101 | PUBLIC WORKS FEES | \$327.00 | R10001226757 | DPW-11/13/17 ROLL OFF EXCHANGE |
| | Total ADVANCED DISPOSAL | \$327.00 | | |
| Unpaid | AIRGAS USA LLC | | | |
| E 100-533210-353 | MAINTENANCE PARTS | \$39.00 | 9949423801 | DPW-ACETYLENE CYLINDER RENTAL |
| | Total AIRGAS USA LLC | \$39.00 | | |
| Unpaid | ANDERSON, MAGGIE/NEW FORTUNE | | | |
| E 100-519200-343 | AWARDS, SUPPLIES | \$25.00 | SERVICE AW | 5 YEARS CONTINUOUS SERVICE AWARD |
| | Total ANDERSON, MAGGIE/NEW FORTUNE | \$25.00 | | |
| Unpaid | BAKER & TAYLOR AUDIOBOOK PRE | | | |
| E 260-555110-319 | PUBLICATIONS AND SUBSCRI | \$17.01 | 2033313742 | LIBR-CMDS |
| | Total BAKER & TAYLOR AUDIOBOOK PRE | \$17.01 | | |
| Unpaid | BAKER & TAYLOR AV PRE PROCESS | | | |
| E 260-555110-319 | PUBLICATIONS AND SUBSCRI | \$20.08 | B74001420 | LIBR-DVDS |
| | Total BAKER & TAYLOR AV PRE PROCESS | \$20.08 | | |
| Unpaid | BAKER & TAYLOR BOOKS | | | |
| E 260-555110-319 | PUBLICATIONS AND SUBSCRI | \$53.45 | 2033340422 | LIBR-BOOKS |
| | Total BAKER & TAYLOR BOOKS | \$53.45 | | |
| Unpaid | BAKER & TAYLOR INC | | | |
| E 260-555110-319 | PUBLICATIONS AND SUBSCRI | \$250.00 | NS17120305 | LIBR-MARC PROFILER 2/1/2018-1/31/2019 |
| | Total BAKER & TAYLOR INC | \$250.00 | | |
| Unpaid | BEYER S HARDWARE STORE | | | |
| E 601-573830-340 | MAINTENANCE SUPPLIES | \$17.24 | 136003 | CWRC-OCTANE BOOSTER/UNDERCOATING |
| E 100-533210-353 | MAINTENANCE PARTS | \$4.84 | 136007 | DPW-HARDWARE |
| E 220-555390-347 | SUPPLIES AND EXPENSES | \$38.55 | 136061 | REC-LATCH STORAGE BOX/CLEAR LATCH BOX |
| E 100-533450-340 | MAINTENANCE SUPPLIES | \$86.37 | 136064 | DPW-POLY SNOW PUSHERS |
| E 100-522100-340 | MAINTENANCE SUPPLIES | \$14.70 | 136100 | PD-PARTS FOR SNOW BLOWER |
| E 601-573825-370 | LAB SUPPLIES | \$28.79 | 136108 | CWRC-MESH NETTING |

CITY OF CEDARBURG

12/22/17 9:02 AM

Page 2

***Check Detail Register©**

DECEMBER 2017

| | | Check Amt | Invoice | Comment |
|------------------|--|-------------------|----------|--|
| E 100-522410-340 | MAINTENANCE SUPPLIES | \$25.18 | 136123 | EM-AAA BATTERIES/BATTERY TESTER |
| E 100-533311-240 | REPAIR AND MAINTENANCE | \$124.10 | 136125 | DPW-BATTERIES/HEADLIGHTS/FILTERS |
| E 100-533210-330 | TRAVEL & TRAINING | \$17.99 | 136126 | DPW-HICKORY PELLETS |
| E 100-522120-347 | SUPPLIES AND EXPENSES | \$13.49 | 136140 | PD-WATER PROOF VELCRO |
| Total | BEYER S HARDWARE STORE | \$371.25 | | |
| Unpaid | BLUETARP CREDIT SERVICES | | | |
| E 100-533210-353 | MAINTENANCE PARTS | \$39.99 | 39376048 | DPW-RENEWED 1 YEAR ADVANT. |
| Total | BLUETARP CREDIT SERVICES | \$39.99 | | |
| Unpaid | BOEHLKE BOTTLED GAS CORP. | | | |
| G 100-161500 | FUEL INVENTORY | \$909.59 | U0014724 | DPW-MOTOR FUEL |
| Total | BOEHLKE BOTTLED GAS CORP. | \$909.59 | | |
| Unpaid | BRUCK LAW OFFICES, S.C. | | | |
| G 100-215914 | COURT ORDERED DEDUCTIONS | \$220.88 | | GARNISHMEN PAYROLL GARNISHMENT |
| Total | BRUCK LAW OFFICES, S.C. | \$220.88 | | |
| Unpaid | BSN SPORTS LLC | | | |
| E 220-555390-347 | SUPPLIES AND EXPENSES | \$445.85 | 20961385 | REC-SPALDING CLASSIC ZK-OFFICAL/WHISTLES/LANYARDS/REFEREE SHIRTS |
| Total | BSN SPORTS LLC | \$445.85 | | |
| Unpaid | BURKE TRUCK & EQUIPMENT INC | | | |
| E 100-533210-353 | MAINTENANCE PARTS | \$99.14 | 22398 | DPW-COUPPLERS/FITTINGS |
| Total | BURKE TRUCK & EQUIPMENT INC | \$99.14 | | |
| Unpaid | CAPITAL ONE COMMERCIAL | | | |
| E 100-533210-330 | TRAVEL & TRAINING | \$178.15 | 006152 | DPW-KITCHEN SUPPLIES |
| E 100-533210-350 | OPERATING SUPPLIES | \$74.95 | 009529 | DPW-WORK GLOVES |
| E 100-555510-240 | REPAIR AND MAINTENANCE | \$59.98 | 009529 | PARKS-LIGHTS |
| E 601-573830-350 | OPERATING SUPPLIES | \$135.50 | 043173 | CWRC-KS TOWELS/RAIN X WASH |
| E 601-573845-240 | REPAIR AND MAINTENANCE | \$249.17 | 073665 | CWRC-TPMS SENSOR INSTALLATION/REDI SENSOR 7002A |
| Total | CAPITAL ONE COMMERCIAL | \$697.75 | | |
| Unpaid | CEDARBURG CHAMBER OF COMMERCE | | | |
| E 100-555140-210 | PROFESSIONAL SERVICES | \$500.00 | 9139 | SR CTR-GIFT CHECKS |
| Total | CEDARBURG CHAMBER OF COMMERCE | \$500.00 | | |
| Unpaid | CEDARBURG SCHOOL DISTRICT-FAC. | | | |
| E 220-555390-228 | SCHOOL DISTRICT FEES | \$450.00 | | FAC. RENTAL REC-PARKVIEW RENTAL |
| E 220-555390-228 | SCHOOL DISTRICT FEES | \$360.00 | | FAC. RENTAL REC-THORSON RENTAL |
| E 220-555390-228 | SCHOOL DISTRICT FEES | \$260.00 | | FAC. RENTAL REC-CEDARBURG HS POOL RENTAL |
| E 220-555390-228 | SCHOOL DISTRICT FEES | \$400.00 | | FAC. RENTAL REC-WESTLAWN-SATURDAY RENTAL |
| E 220-555390-228 | SCHOOL DISTRICT FEES | \$600.00 | | FAC. RENTAL REC-V. GYM RENTAL |
| E 220-555390-228 | SCHOOL DISTRICT FEES | \$480.00 | | FAC. RENTAL REC-SCHOOL DISTRICT RENTAL |
| Total | CEDARBURG SCHOOL DISTRICT-FAC. | \$2,550.00 | | |

CITY OF CEDARBURG

12/22/17 9:02 AM

Page 3

***Check Detail Register©**

DECEMBER 2017

| | | Check Amt | Invoice | Comment |
|------------------|--|-------------|------------|---|
| Unpaid | CINTAS CORPORATION | | | |
| E 100-533210-350 | OPERATING SUPPLIES | \$127.31 | 184116088 | DPW-UNIFORMS |
| | Total CINTAS CORPORATION | \$127.31 | | |
| Unpaid | CITY CEDARBURG-PETTY CASH | | | |
| E 100-515400-330 | TRAVEL & TRAINING | \$17.00 | PETTY CASH | ASSESSOR-LUNCH-PEWAUKEE ASSESSOR SCHOOL |
| E 100-555140-210 | PROFESSIONAL SERVICES | \$8.19 | PETTY CASH | SR CTR-REFRESHMENTS FOR HOLIDAY PARTY |
| E 100-555140-390 | OTHER EXPENSES | \$90.00 | PETTY CASH | SR CTR-TIPS FOR 2 MOTORCOACH DRIVERS 12/7/17 WI DELLS TOUR |
| G 100-261400 | OVERPAYMENT OF TAXES | \$5.81 | PETTY CASH | OVERPAYMENT OF TAXES-REFUND OF 2017 TAX BILL 302267 |
| | Total CITY CEDARBURG-PETTY CASH | \$121.00 | | |
| Unpaid | COMMUNITY PRINTING INC. | | | |
| E 100-522110-313 | PRINTING-NEWSLETTERS, ET | \$1,288.00 | 25101 | PD-PARKING TICKETS/WINTER PARKING TICKETS |
| E 100-522110-313 | PRINTING-NEWSLETTERS, ET | \$127.00 | 25231 | PD-VIOLATION NOTICES |
| | Total COMMUNITY PRINTING INC. | \$1,415.00 | | |
| Unpaid | COMPLETE OFFICE OF WISCONSIN | | | |
| E 100-514100-312 | COMPUTER/COPIER SUPPLIE | \$325.00 | 213825 | CENTRAL DATA-WHITE COPY PAPER |
| | Total COMPLETE OFFICE OF WISCONSIN | \$325.00 | | |
| Unpaid | DATAComm PLUS | | | |
| E 260-555110-290 | MAINT/CONTRACTED SERVIC | \$1,470.22 | 57554 | LIBR-ANNUAL PLAN-CIX40 GVPH & ANNOUNCEMENT SFTWR |
| | Total DATAComm PLUS | \$1,470.22 | | |
| Unpaid | DEMCO | | | |
| E 260-555110-310 | OFFICE SUPPLIES | \$129.30 | 6269907 | LIBR-SECUREGARD RIGID BACK |
| | Total DEMCO | \$129.30 | | |
| Unpaid | E.L.S. LANDSCAPING & LAWN | | | |
| E 400-522230-807 | STATION IMPROVEMENTS | \$120.62 | 14067 | FD RETAINING WALL REPAIR |
| | Total E.L.S. LANDSCAPING & LAWN | \$120.62 | | |
| Unpaid | EHLERS & ASSOCIATES | | | |
| E 100-516100-211 | EXTRAORDINARY SERVICES | \$12,430.00 | 75618 | TID 4 CREATION SERVICES |
| | Total EHLERS & ASSOCIATES | \$12,430.00 | | |
| Unpaid | GLENDALE MUNICIPAL COURT | | | |
| R 100-451101 | COURT PENALTIES & COSTS | \$126.00 | BOND | BOND-SHANE W WINEBRENNER 4/19/1991; GLENDALE PD CASE I058854-5 CPD CASE 17-22706 |
| | Total GLENDALE MUNICIPAL COURT | \$126.00 | | |
| Unpaid | GORDIE BOUCHER FORD OF THIENS | | | |
| E 100-522120-240 | REPAIR AND MAINTENANCE | \$100.00 | 24401C | PD-VEH #5-DEDUCTIBLE FOR MULTI-POINT INSPECTION |
| | Total GORDIE BOUCHER FORD OF THIENS | \$100.00 | | |
| Unpaid | HEAVY EQUIPMENT SPECIALISTS | | | |

CITY OF CEDARBURG

12/22/17 9:02 AM

Page 4

***Check Detail Register©**

DECEMBER 2017

| | | Check Amt | Invoice | Comment |
|------------------|--------------------------------|--------------|------------|--|
| E 100-533210-353 | MAINTENANCE PARTS | \$180.00 | 25637 | DPW-HOSE |
| Total | HEAVY EQUIPMENT SPECIALISTS | \$180.00 | | |
| Unpaid | HERMAN S SERVICE | | | |
| E 100-522120-240 | REPAIR AND MAINTENANCE | \$155.00 | REPAIRS | PD-VEH #8-FIXED RIGHT REAR TIRE |
| Total | HERMAN S SERVICE | \$155.00 | | |
| Unpaid | HOMESALED EXTERIORS | | | |
| R 100-443500 | BUILDING PERMITS | \$50.00 | REFUND | BLDG PERMIT REFUND-PROJECT NEVER STARTED |
| Total | HOMESALED EXTERIORS | \$50.00 | | |
| Unpaid | HORN PLASTICS INC | | | |
| E 100-533210-353 | MAINTENANCE PARTS | \$391.00 | 0111971 | DPW-OMNIBLEND BLK RE |
| Total | HORN PLASTICS INC | \$391.00 | | |
| Unpaid | INTEGRATED TIME SYSTEMS | | | |
| E 601-573830-350 | OPERATING SUPPLIES | \$51.68 | 30228 | CWRC-TIME CARDS-C8916 |
| Total | INTEGRATED TIME SYSTEMS | \$51.68 | | |
| Unpaid | J & H HEATING INC | | | |
| E 260-555110-290 | MAINT/CONTRACTED SERVIC | \$83.25 | W30288 | LIBR-IGNITOR & FLAME SENSOR |
| Total | J & H HEATING INC | \$83.25 | | |
| Unpaid | JJ S PLUMBING REPAIR | | | |
| E 200-544210-245 | HOUSE MAINTENANCE | \$895.00 | 119872 | CEM HOUSE-INSTALLED NEW WATER HEATER |
| Total | JJ S PLUMBING REPAIR | \$895.00 | | |
| Unpaid | JURSS, JASON B. | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$253.67 | TAX REFUND | OVERPAYMENT OF 2017 REAL ESTATE TAXES |
| Total | JURSS, JASON B. | \$253.67 | | |
| Unpaid | LARK UNIFORM OUTFITTERS INC | | | |
| E 100-522120-346 | UNIFORMS | \$199.90 | 256804 | PD-ROC-RKDOO40/THO-WGX24430 |
| Total | LARK UNIFORM OUTFITTERS INC | \$199.90 | | |
| Unpaid | LIGHT AND WATER | | | |
| G 100-256201 | DUE TO L&W IMPACT FEES | \$145,766.51 | WTR IMPACT | TUKKA PROPERTIES W76N629 WAUWATOSA RD (HAMILTON HOUSE) |
| G 100-256201 | DUE TO L&W IMPACT FEES | \$1,856.42 | WTR IMPACT | CORNERSTONE DEV N119W5813 JAMES CIRCLE |
| Total | LIGHT AND WATER | \$147,622.93 | | |
| Unpaid | MEYER, RUSTY | | | |
| E 100-522130-210 | PROFESSIONAL SERVICES | \$75.00 | TEST FEE | PD-FEE FOR DISPATCHER KEYBOARDING TESTS |
| Total | MEYER, RUSTY | \$75.00 | | |
| Unpaid | MID-AMERICAN RESEARCH CHEMICAL | | | |
| E 601-573830-342 | JANITORIAL SUPPLIES | \$231.64 | 0623837-IN | CWRC-NEUTRON NEUTRAL DISINF CLNR |
| Total | MID-AMERICAN RESEARCH CHEMICAL | \$231.64 | | |

CITY OF CEDARBURG

12/22/17 9:02 AM

Page 5

***Check Detail Register©**

DECEMBER 2017

| | | Check Amt | Invoice | Comment |
|------------------|--|-----------|--------------|--|
| Unpaid | MILES, KATHLEEN M | | | |
| G 100-261400 | OVERPAYMENT OF TAXES | \$70.85 | TAX REFUND | OVERPAYMENT OF 2017 REAL ESTATE TAXES |
| | Total MILES, KATHLEEN M | \$70.85 | | |
| Unpaid | MILW JOURNAL SENTINEL-CINCINN | | | |
| E 100-514100-310 | OFFICE SUPPLIES | \$305.82 | MJ2768447 | CLERKS-11/27/17-12/31/18 SERVICE |
| | Total MILW JOURNAL SENTINEL-CINCINN | \$305.82 | | |
| Unpaid | MOEGENBURG WINDOW CLEAN-CHUCK | | | |
| E 100-518100-240 | REPAIR AND MAINTENANCE | \$110.00 | CLEANING | COMPLEX-12/1 & 15 ENTRY CLEANINGS |
| | if MOEGENBURG WINDOW CLEAN-CHUCK | \$110.00 | | |
| Unpaid | MONARCH LIBRARY SYSTEM | | | |
| E 260-555110-330 | TRAVEL & TRAINING | \$10.00 | 414036 | LIBR-MEAL AT DIRECTORS MEETING IN WEST BEND |
| | Total MONARCH LIBRARY SYSTEM | \$10.00 | | |
| Unpaid | OFFICE DEPOT | | | |
| E 260-555110-310 | OFFICE SUPPLIES | \$134.46 | 985528174001 | LIBR-BINDERS/COPY PAPER |
| E 260-555110-310 | OFFICE SUPPLIES | \$64.68 | 985528633001 | LIBR-REMOVABLE MAGIC TAPE |
| | Total OFFICE DEPOT | \$199.14 | | |
| Unpaid | OLSEN S PIGGLY WIGGLY | | | |
| E 260-555110-308 | PROGRAM SUPPLIES | \$4.67 | 33777 | LIBR-PROGRAM SUPPLIES |
| E 100-522110-390 | OTHER EXPENSES | \$57.89 | 34146 | PD-PROGRAM SUPPLIES |
| | Total OLSEN S PIGGLY WIGGLY | \$62.56 | | |
| Unpaid | ONTECH SYSTEMS, INC | | | |
| E 100-514700-210 | PROFESSIONAL SERVICES | \$24.08 | 32682 | IT-MILEAGE |
| | Total ONTECH SYSTEMS, INC | \$24.08 | | |
| Unpaid | OSI ENVIRONMENTAL, INC. | | | |
| E 100-533730-290 | MAINT/CONTRACTED SERVIC | \$85.00 | 1039974 | DPW-USED OIL COLLECTION SERVICE FEE |
| | Total OSI ENVIRONMENTAL, INC. | \$85.00 | | |
| Unpaid | OUT & OUT CATERING | | | |
| E 100-522110-330 | TRAVEL & TRAINING | \$309.49 | E05766 | PD-12/15/17 CATERING |
| | Total OUT & OUT CATERING | \$309.49 | | |
| Unpaid | OZAUKEE ACE HARDWARE | | | |
| E 100-522410-350 | OPERATING SUPPLIES | \$29.69 | 153334 | EM-HAND VAC |
| E 100-533450-340 | MAINTENANCE SUPPLIES | \$49.49 | 153344 | DPW-SHOP #196-SNOW PUSHER 30" BLADE |
| | Total OZAUKEE ACE HARDWARE | \$79.18 | | |
| Unpaid | OZAUKEE COUNTY REGISTER OF | | | |
| E 100-514100-311 | RECORDING FEES | \$30.00 | RECORDING | ENG-HAMILTON HOUSE SNR LIVING COND. USE PERMIT NOS. 2015 07-06-01 AND 2016-05-02-01 W79 N619 WAUWATO |
| | Total OZAUKEE COUNTY REGISTER OF | \$30.00 | | |

CITY OF CEDARBURG

12/22/17 9:02 AM

Page 6

***Check Detail Register©**

DECEMBER 2017

| | | Check Amt | Invoice | Comment |
|------------------|--|-------------------|--------------|---|
| Unpaid | PENFLEX, INC. | | | |
| E 100-522230-152 | RETIREMENT | \$1,000.00 | 17-0700 | FD RETIRE-BASE FEE-PROGRAM YEAR 2017 |
| | Total PENFLEX, INC. | \$1,000.00 | | |
| Unpaid | PITNEY BOWES GLOBAL FINANCIAL | | | |
| E 100-514100-240 | REPAIR AND MAINTENANCE | \$112.51 | 3304949699 | CLERKS-LEASED EQUIPMENT |
| | Total PITNEY BOWES GLOBAL FINANCIAL | \$112.51 | | |
| Unpaid | PURCHASE POWER | | | |
| E 100-522110-240 | REPAIR AND MAINTENANCE | \$38.59 | 800090900761 | PD-FINANCE/OTHER CHARGES |
| | Total PURCHASE POWER | \$38.59 | | |
| Unpaid | QUALITY STATE OIL CO., INC. | | | |
| G 100-161500 | FUEL INVENTORY | \$4,475.97 | 1235912 | DPW-REGULAR UNLEADED |
| G 100-161500 | FUEL INVENTORY | \$4,919.48 | 1235917 | DPW-#2 ULSD CLEAR |
| | Total QUALITY STATE OIL CO., INC. | \$9,395.45 | | |
| Unpaid | RUEKERT & MIELKE | | | |
| E 601-573850-215 | ENGINEERING | \$51.80 | 121457 | CWRC-SCADA SERVICES 10/28/17-11/24/17 |
| | Total RUEKERT & MIELKE | \$51.80 | | |
| Unpaid | SCHWAAB, INC | | | |
| E 100-515600-310 | OFFICE SUPPLIES | \$164.73 | B046848 | TREAS-2018 DIEPLATE DATERS |
| | Total SCHWAAB, INC | \$164.73 | | |
| Unpaid | SETTLERS INN | | | |
| G 100-215915 | EMPLOYEE REIMBURSEMENTS | \$530.00 | 532260 | 2017 EMPLOYEE HOLIDAY LUNCH CATERED |
| | Total SETTLERS INN | \$530.00 | | |
| Unpaid | SHEFFIELD, MARY | | | |
| E 100-566310-210 | PROFESSIONAL SERVICES | \$2,208.33 | CONTRACT | ECON DEVELOP-DECEMBER 2017 SERVICES |
| | Total SHEFFIELD, MARY | \$2,208.33 | | |
| Unpaid | SHERWIN INDUSTRIES, INC. | | | |
| E 100-533311-240 | REPAIR AND MAINTENANCE | \$340.46 | SC039574 | DPW-FIBER MIX BULK |
| | Total SHERWIN INDUSTRIES, INC. | \$340.46 | | |
| Unpaid | SIMPLEXGRINNELL LP | | | |
| E 100-522100-340 | MAINTENANCE SUPPLIES | \$242.40 | 84352881 | PD-SERVICE CALL |
| | Total SIMPLEXGRINNELL LP | \$242.40 | | |
| Unpaid | STEVLIN S HARDWARE, INC. | | | |
| E 260-555110-240 | REPAIR AND MAINTENANCE | \$334.32 | 30325 | LIBR-LOCKSMITH SERVICES |
| | Total STEVLIN S HARDWARE, INC. | \$334.32 | | |
| Unpaid | TAPCO | | | |
| E 100-533311-363 | SIGNS | \$568.00 | I587251 | DPW-STATE LAW YIELD TO PEDEST./AUTH. PERSONN ONLY |

CITY OF CEDARBURG

12/22/17 9:02 AM

Page 7

***Check Detail Register©**

DECEMBER 2017

| | | Check Amt | Invoice | Comment |
|--|--------------------------------------|---------------------|--------------|--------------------------------------|
| Total TAPCO | | \$568.00 | | |
| Unpaid | THUEMLING INDUSTRIAL PRODUCTS | | | |
| E 100-518100-240 | REPAIR AND MAINTENANCE | \$534.09 | I-56790-0 | COMPLEX-LINCOLN BLDG-CAGE UNIT |
| E 100-518100-240 | REPAIR AND MAINTENANCE | \$699.58 | I-56792-0 | COMPLEX-GYM-CAGE UNITS |
| Total THUEMLING INDUSTRIAL PRODUCTS | | \$1,233.67 | | |
| Unpaid | TIME WARNER CABLE-PO BOX 4639 | | | |
| E 100-533210-350 | OPERATING SUPPLIES | \$166.77 | 707258501121 | DPW-INTERNET |
| E 100-555510-220 | Internet | \$166.77 | 707258501121 | PARKS-INTERNET |
| E 100-522110-225 | TELEPHONE/COMMUNICATIO | \$108.99 | 707259901121 | PD-INTERNET |
| E 100-514700-220 | Internet | \$83.09 | 707260101120 | EM-INTERNET |
| Total TIME WARNER CABLE-PO BOX 4639 | | \$525.62 | | |
| Unpaid | UEBERSETZIG, CHAD | | | |
| R 220-467326 | SPECIAL REC EVENTS | \$50.00 | REFUND | REC-SANTA DASH REFUND |
| Total UEBERSETZIG, CHAD | | \$50.00 | | |
| Unpaid | ULINE | | | |
| E 100-518100-350 | OPERATING SUPPLIES | \$440.23 | 93178919 | B.I.-STORAGE TUBES FOR PLANS |
| Total ULINE | | \$440.23 | | |
| Unpaid | UNIFIRST CORPORATION | | | |
| E 601-573825-372 | SAFETY EQUIPMENT | \$48.35 | 096 0992334 | CWRC-UNIFORMS |
| E 100-533210-350 | OPERATING SUPPLIES | \$48.20 | 096 0992339 | DPW-UNIFORMS |
| E 260-555110-290 | MAINT/CONTRACTED SERVIC | \$5.23 | 096 0992351 | LIBR-LOST FLTG MOP HANDLE (ADJUSTED) |
| Total UNIFIRST CORPORATION | | \$101.78 | | |
| 111300 PWSB Checking | | \$195,969.09 | | |

Fund Summary

| | |
|-------------------------------|---------------------|
| 111300 PWSB Checking | |
| 100 GENERAL FUND | \$186,071.23 |
| 200 CEMETERY FUND | \$895.00 |
| 220 RECREATION PROGRAMS FUND | \$3,084.40 |
| 260 LIBRARY FUND | \$2,576.67 |
| 400 CAPITAL IMPROVEMENTS FUND | \$2,527.62 |
| 601 WATER RECYCLING CENTER | \$814.17 |
| | \$195,969.09 |

CITY OF CEDARBURG

12/14/17 3:42 PM

Page 1

***Check Detail Register©**

DECEMBER 2017

Check Amt Invoice Comment

111300 PWSB Checking

| | | | | |
|--|--------------------------|--|------------|--|
| Unpaid | | AECOM TECHNICAL SERVICES INC | | |
| E 400-533440-472 | NR216 COMPLIANCE | \$2,430.25 | 37998425 | NR 216 COMPL-10/28/17 - 11/24/17 SERVICES |
| E 400-533440-472 | NR216 COMPLIANCE | \$4,092.66 | 37998433 | STORM WTR UPDATE-9/23/17 - 11/24/17 SERVICES |
| Total AECOM TECHNICAL SERVICES INC | | \$6,522.91 | | |
| Unpaid | | AMERICAN RED CROSS-HEALTH/SAFE | | |
| E 220-555390-372 | SAFETY EQUIPMENT | \$10.00 | 22065388 | REC-BABYSITTERS TRAINING MATERIALS |
| Total AMERICAN RED CROSS-HEALTH/SAFE | | \$10.00 | | |
| Unpaid | | ASSOCIATED BAG-MILW | | |
| E 100-522130-310 | OFFICE SUPPLIES | \$155.74 | E507644 | PD-3 MIL PRESS-ON ZIPPER BAGS |
| E 100-522130-310 | OFFICE SUPPLIES | \$155.74 | E507820 | PD-3 MIL PRESS-ON ZIPPER BAGS |
| Total ASSOCIATED BAG-MILW | | \$311.48 | | |
| Unpaid | | BAKER & TAYLOR BOOKS | | |
| E 260-555110-319 | PUBLICATIONS AND SUBSCRI | \$458.32 | 2033347019 | LIBR-BOOKS |
| E 260-555110-319 | PUBLICATIONS AND SUBSCRI | \$77.43 | 2033347020 | LIBR-BOOKS |
| Total BAKER & TAYLOR BOOKS | | \$535.75 | | |
| Unpaid | | BANNER SALES AND CONSULTING, | | |
| E 100-555510-240 | REPAIR AND MAINTENANCE | \$291.00 | 23685 | PARKS-BOXER INSECTICIDE-MITICIDE |
| Total BANNER SALES AND CONSULTING, | | \$291.00 | | |
| Unpaid | | BEYER S HARDWARE STORE | | |
| E 100-555510-240 | REPAIR AND MAINTENANCE | \$17.52 | 134321 | PARKS-RUST REFORM SPRAY |
| E 100-533311-240 | REPAIR AND MAINTENANCE | \$450.00 | 134639 | DPW-USED 5 GAL MIXER |
| E 100-533210-353 | MAINTENANCE PARTS | \$21.46 | 134672 | DPW-2MPT CONNECTOR/CMP |
| E 100-555510-240 | REPAIR AND MAINTENANCE | \$5.38 | 134752 | PARKS-13 GAL TRASH BAGS |
| E 100-533210-353 | MAINTENANCE PARTS | \$5.38 | 135153 | DPW-WD SHIM |
| E 100-555510-240 | REPAIR AND MAINTENANCE | \$2.06 | 135251 | PARKS-GRN 3OUT IND ADAPTER |
| E 100-533210-353 | MAINTENANCE PARTS | \$14.19 | 135439 | DPW-WIRE WHEEL/CUP BRUSH |
| E 100-533450-340 | MAINTENANCE SUPPLIES | \$161.61 | 135698 | DPW-VEH WASH BRUSH/WIPES/DASH DUSTER |
| E 100-533210-350 | OPERATING SUPPLIES | \$61.17 | 135739 | DPW-PARTY BULB/FLD BULB/SNOW PUSHER |
| E 100-533210-353 | MAINTENANCE PARTS | \$17.05 | 135854 | DPW-ORG SAFETY MARKER |
| E 601-573830-340 | MAINTENANCE SUPPLIES | \$6.74 | 135860 | CWRC-PROP CAMP CYLINDER |
| E 100-518100-240 | REPAIR AND MAINTENANCE | \$16.28 | 135868 | COMPLEX-BULHEAD FITTING/ADAPTERS PVC TUBING |
| E 100-518100-350 | OPERATING SUPPLIES | \$21.57 | 135890 | COMPLEX-AA BATTERIES/HAND SANITIZER |
| E 100-533210-353 | MAINTENANCE PARTS | \$7.78 | 135939 | DPW-HARDWARE |
| E 100-533210-353 | MAINTENANCE PARTS | \$8.09 | 135947 | DPW-QUICK CONN SET |
| E 100-533210-350 | OPERATING SUPPLIES | \$31.92 | 135949 | DPW-SILICONE TAPE/ADJ PLIERS |
| Total BEYER S HARDWARE STORE | | \$848.20 | | |
| Unpaid | | BURKE TRUCK & EQUIPMENT INC | | |
| E 100-533210-353 | MAINTENANCE PARTS | \$267.91 | 22343 | DPW-PLOW KIT |
| Total BURKE TRUCK & EQUIPMENT INC | | \$267.91 | | |

CITY OF CEDARBURG

12/14/17 3:42 PM

Page 2

***Check Detail Register©**

DECEMBER 2017

| | Check Amt | Invoice | Comment |
|--|------------|--------------|--|
| Unpaid CDW GOVERNMENT, INC. | | | |
| E 260-555110-382 LIBRARY TECHNOLOGY | \$45.23 | KXD5262 | LIBR-CISCO SPORT GIG SWITCH |
| Total CDW GOVERNMENT, INC. | \$45.23 | | |
| Unpaid CHEMININDUSTRIAL SYSTEMS INC | | | |
| E 100-533450-340 MAINTENANCE SUPPLIES | \$262.34 | 5441/0000 | DPW-CAM FPT/CAM BARB |
| Total CHEMININDUSTRIAL SYSTEMS INC | \$262.34 | | |
| Unpaid CINTAS CORPORATION | | | |
| E 100-533210-350 OPERATING SUPPLIES | \$127.31 | 184113032 | DPW-UNIFORMS |
| E 100-533210-350 OPERATING SUPPLIES | \$127.31 | 184114580 | DPW-UNIFORMS |
| Total CINTAS CORPORATION | \$254.62 | | |
| Unpaid CULLIGAN OF WEST BEND | | | |
| E 200-544210-245 HOUSE MAINTENANCE | \$76.50 | 502X02822403 | CEM-12/1/17-2/28/18 SOFTENING EQUIP RENTAL |
| Total CULLIGAN OF WEST BEND | \$76.50 | | |
| Unpaid DUKE S ROOT CONTROL, INC. | | | |
| E 601-573835-293 ROOT CONTROL | \$3,963.60 | 13580 | CWRC-6", 8" & 12" PIPE SEWER ROOT CONTROL |
| Total DUKE S ROOT CONTROL, INC. | \$3,963.60 | | |
| Unpaid DUNFEE, SUSAN | | | |
| E 220-555390-347 SUPPLIES AND EXPENSES | \$13.30 | REIMBURSE | REC-TOTAL BODY FITNESS MUSIC DOWNLOADS |
| Total DUNFEE, SUSAN | \$13.30 | | |
| Unpaid EAST TROY SPIRIT MOMS | | | |
| E 220-555390-394 POMS EXPENSES | \$330.00 | REGISTRATIO | REC-POMS-EAST TROY HOLIDAY INVITE EVENT |
| Total EAST TROY SPIRIT MOMS | \$330.00 | | |
| Unpaid ECONOMY GLASS INC. | | | |
| E 100-518100-240 REPAIR AND MAINTENANCE | \$32.00 | WO EG003536 | COMPLEX-PARTS FOR STORM WINDOWS |
| Total ECONOMY GLASS INC. | \$32.00 | | |
| Unpaid FIRST CHOICE TREE CARE, INC. | | | |
| E 100-555510-341 TREES AND SUPPLIES | \$1,451.00 | 25058 | PARKS-PO# PKS797-TREES |
| G 100-239837 DEVELOPERS DEPOSIT-TREE PL | \$2,200.00 | 25058 | PARKS-PO# PKS797-TREES |
| E 100-555510-341 TREES AND SUPPLIES | \$1,823.00 | 25059 | PARKS-PO# PKS791-EAB MIT. TREES |
| Total FIRST CHOICE TREE CARE, INC. | \$5,474.00 | | |
| Unpaid FIVE CORNERS DODGE | | | |
| E 100-522120-240 REPAIR AND MAINTENANCE | \$89.95 | 33988 | PD-VEH#10-OIL CHANGE |
| Total FIVE CORNERS DODGE | \$89.95 | | |
| Unpaid FONDER, J RYAN | | | |
| R 100-441124 OPERATOR LICENSES | \$35.00 | REFUND | REFUND FOR DENIED OPERATOR'S LICENSE |
| Total FONDER, J RYAN | \$35.00 | | |
| Unpaid GEMPLER S | | | |
| E 601-573825-372 SAFETY EQUIPMENT | \$254.00 | SI03911309 | CWRC-BASELAYER GRILL/KNIFE/THERMALATOR II |

CITY OF CEDARBURG

12/14/17 3:42 PM

Page 3

***Check Detail Register©**

DECEMBER 2017

| | | Check Amt | Invoice | Comment |
|--------|---|--------------------|--------------|--|
| | Total GEMPLER S | \$254.00 | | |
| Unpaid | GENERAL COMMUNICATIONS, INC. | | | |
| | E 100-533450-340 MAINTENANCE SUPPLIES | \$127.40 | 248375 | DPW-PCTEL MAGNETIC MOUNT |
| | E 100-522410-316 RADIO EQUIPMENT | \$172.00 | 248550 | EM-LITHIUM POLYMER BATTERIES |
| | Total GENERAL COMMUNICATIONS, INC. | \$299.40 | | |
| Unpaid | GOLLNICK & SONS TREE SERVICE | | | |
| | E 100-555510-290 MAINT/CONTRACTED SERVIC | \$325.00 | 16852 | PARKS-TREE REMOVAL-W5703 DORCHESTER |
| | Total GOLLNICK & SONS TREE SERVICE | \$325.00 | | |
| Unpaid | HAASCH, LISA | | | |
| | R 220-467319 BASKETBALL FEES | \$150.00 | REFUND | YOUTH BASKETBALL LEAGUE REFUND |
| | Total HAASCH, LISA | \$150.00 | | |
| Unpaid | IBS OF SOUTHEASTERN WISCONSIN | | | |
| | E 100-522120-240 REPAIR AND MAINTENANCE | \$226.95 | 100671796 | PD-MT7-65 BATTERY |
| | Total IBS OF SOUTHEASTERN WISCONSIN | \$226.95 | | |
| Unpaid | KEENER, BENJAMIN | | | |
| | R 220-467319 BASKETBALL FEES | \$150.00 | REFUND | YOUTH BASKETBALL REIMBURSEMENT |
| | Total KEENER, BENJAMIN | \$150.00 | | |
| Unpaid | LARK UNIFORM OUTFITTERS INC | | | |
| | E 100-522120-346 UNIFORMS | \$216.70 | 256585 | PD-BLACK GLOVES/BADGE HOLDER |
| | Total LARK UNIFORM OUTFITTERS INC | \$216.70 | | |
| Unpaid | LIGHT AND WATER | | | |
| | E 100-555510-290 MAINT/CONTRACTED SERVIC | \$997.96 | 6751 | PARKS-2ND & 3RD QTR 2017 MAINTENANCE CITY LIGHTS |
| | E 601-573850-216 L&W BILLING | \$10,066.47 | 6774 | CWRC-DEC 2017 SEWERAGE BILLING |
| | Total LIGHT AND WATER | \$11,064.43 | | |
| Unpaid | MADDEN MEDIA | | | |
| | E 100-555140-210 PROFESSIONAL SERVICES | \$25.00 | 12072017P | SR CTR-LISTING FOR WI ARTS AND CRAFT FAIR GUIDE 2018 |
| | Total MADDEN MEDIA | \$25.00 | | |
| Unpaid | MALLERY & ZIMMERMAN, SC. | | | |
| | E 100-516100-211 EXTRAORDINARY SERVICES | \$464.00 | 33029 | LEGAL-NOV 2017-ATTEND BOA HEARING |
| | Total MALLERY & ZIMMERMAN, SC. | \$464.00 | | |
| Unpaid | NAPA AUTO PARTS | | | |
| | E 100-533210-353 MAINTENANCE PARTS | \$12.99 | 5269-9155802 | DPW-LIMO TINT |
| | E 100-533210-351 GAS AND OIL EXPENSE | \$19.98 | 5269-916568 | DPW-VEH#82-GAS CAPS |
| | E 100-533210-353 MAINTENANCE PARTS | \$5.97 | 5269-916572 | DPW-PREM START FLD |
| | E 100-533210-351 GAS AND OIL EXPENSE | \$56.03 | 5269-916843 | DPW-VEH#91-FUEL/OIL FILTERS |
| | E 100-533210-353 MAINTENANCE PARTS | \$51.94 | 5269-917497 | DPW-TRANS-TUNE |
| | Total NAPA AUTO PARTS | \$146.91 | | |

CITY OF CEDARBURG

12/14/17 3:42 PM
Page 4***Check Detail Register©**

DECEMBER 2017

| | | Check Amt | Invoice | Comment |
|------------------|------------------------------------|------------|--------------|--|
| Unpaid | NASSCO, INC. | | | |
| E 100-522100-340 | MAINTENANCE SUPPLIES | \$479.80 | S2266026.001 | PD-JANITORIAL SUPPLIES |
| | Total NASSCO, INC. | \$479.80 | | |
| Unpaid | NORTH CENTRAL LABORATORIES | | | |
| E 601-573825-217 | OUTSIDE LAB TESTING | \$379.93 | 398921 | CWRC-ERLERMEYER FLASK/REPL CAP |
| | Total NORTH CENTRAL LABORATORIES | \$379.93 | | |
| Unpaid | OLSEN S PIGGLY WIGGLY | | | |
| E 100-555140-390 | OTHER EXPENSES | \$30.05 | 34092 | SR TOUR-SNACKS FOR TOUR |
| | Total OLSEN S PIGGLY WIGGLY | \$30.05 | | |
| Unpaid | OWEN S OFFICE SUPPLIES | | | |
| E 100-555510-310 | OFFICE SUPPLIES | \$26.47 | 26353 | PARKS-DAILY PROGRESS REPTS/PROFILE PENS |
| | Total OWEN S OFFICE SUPPLIES | \$26.47 | | |
| Unpaid | OZAUKEE ACE HARDWARE | | | |
| E 100-533450-340 | MAINTENANCE SUPPLIES | \$49.49 | 153281 | DPW-SNOW PUSHER 30" BLADE |
| | Total OZAUKEE ACE HARDWARE | \$49.49 | | |
| Unpaid | OZAUKEE DISPOSAL CORPORATION | | | |
| E 601-573830-297 | REFUSE COLLECTION | \$1,525.00 | IN44363 | CWRC-2 YARD DUMPSTER PICKUP NOVEMBER 2017 |
| | Total OZAUKEE DISPOSAL CORPORATION | \$1,525.00 | | |
| Unpaid | R A SMITH NATIONAL | | | |
| G 100-239258 | DEVELOPERS AGREE-SANDHILL | \$1,574.50 | 134221 | SANDHILL TRAILS-OCTOBER 2017 CONSTRUCTION SERVICES |
| G 400-156200 | DUE FROM LIGHT & WATER | \$3,349.94 | 134221 | L&W-SANDHILL TRAILS-OCTOBER 2017 WATER MAIN |
| | Total R A SMITH NATIONAL | \$4,924.44 | | |
| Unpaid | RIVER RUN COMPUTERS | | | |
| E 100-522110-240 | REPAIR AND MAINTENANCE | \$1,311.00 | 76468 | PD-LABOR SUPPORT AGREEMENT FOR MAINTENANCE VISITS |
| | Total RIVER RUN COMPUTERS | \$1,311.00 | | |
| Unpaid | SCHOESSOW, CARY | | | |
| E 100-533311-363 | SIGNS | \$384.00 | 3349 | DPW-DIGITAL PRINTING ON VINYL |
| | Total SCHOESSOW, CARY | \$384.00 | | |
| Unpaid | SHUMWAY-GELINSKEY, KERI | | | |
| G 100-215915 | EMPLOYEE REIMBURSEMENTS | \$50.00 | | REIMBURSEM YOGA PARTICIPATION-NOVEMBER & DEC 2017 |
| | Total SHUMWAY-GELINSKEY, KERI | \$50.00 | | |
| Unpaid | SIMPLEXGRINNELL LP | | | |
| E 100-522100-240 | REPAIR AND MAINTENANCE | \$905.81 | 79859222 | PD-2018 SPRINKLER TEST AND INSPECTION |
| | Total SIMPLEXGRINNELL LP | \$905.81 | | |
| Unpaid | STATE OF WISCONSIN DOJ-PO2688+ | | | |
| E 100-522110-225 | TELEPHONE/COMMUNICATIO | \$77.00 | L4603T | PD-NOVEMBER 2017 TIME |

CITY OF CEDARBURG

12/14/17 3:42 PM

Page 5

***Check Detail Register©**

DECEMBER 2017

| | | Check Amt | Invoice | Comment |
|------------------|---------------------------------------|-------------------|--------------|--|
| Total | STATE OF WISCONSIN DOJ-PO2688+ | \$77.00 | | |
| Unpaid | STREICHER S POLICE EQUIPMENT | | | |
| E 100-522120-347 | SUPPLIES AND EXPENSES | \$132.75 | I1290620 | PD-TRAINING AMMO |
| E 100-522120-347 | SUPPLIES AND EXPENSES | \$16.99 | I1290627 | PD-HOPPES #9 |
| E 100-522120-380 | EQUIPMENT/CAPITAL OUTLA | \$234.00 | I1290667 | PD-9MM PRACTICE |
| E 100-522410-346 | UNIFORMS | \$33.99 | I1290672 | EM-SURVEILLANCE EARPIECE |
| E 100-522120-380 | EQUIPMENT/CAPITAL OUTLA | \$234.00 | I1290929 | PD-9MM PRACTICE |
| E 100-522410-346 | UNIFORMS | \$67.98 | I1291261 | EM-SURVEILLANCE EARPIECES |
| Total | STREICHER S POLICE EQUIPMENT | \$719.71 | | |
| Unpaid | TIME WARNER CABLE-PO BOX 4639 | | | |
| E 100-514700-220 | Internet | \$1,026.50 | 702696601121 | CH-INTERNET |
| E 240-555320-210 | PROFESSIONAL SERVICES | \$159.99 | 709737801120 | POOL-BLDG CP APT LL |
| E 100-522110-225 | TELEPHONE/COMMUNICATIO | \$414.24 | 709872301120 | PD-PRI 2 |
| Total | TIME WARNER CABLE-PO BOX 4639 | \$1,600.73 | | |
| Unpaid | TRUCK COUNTRY OF WISC | | | |
| E 100-533210-350 | OPERATING SUPPLIES | \$160.74 | X207010826:0 | DPW-FUEL FILTERS |
| Total | TRUCK COUNTRY OF WISC | \$160.74 | | |
| Unpaid | UNIFIRST CORPORATION | | | |
| E 100-518100-240 | REPAIR AND MAINTENANCE | \$38.14 | 096 0990280 | COMPLEX-MATS/MOPS |
| E 601-573825-372 | SAFETY EQUIPMENT | \$48.35 | 096 0991310 | CWRC-UNIFORMS |
| E 100-533210-350 | OPERATING SUPPLIES | \$48.20 | 096 0991315 | DPW-UNIFORMS |
| Total | UNIFIRST CORPORATION | \$134.69 | | |
| Unpaid | VALU RITE CORPORATION | | | |
| E 100-515400-210 | PROFESSIONAL SERVICES | \$1,125.00 | CONTRACT | ASSESSOR-NOVEMBER 2017 COMMERCIAL SERVICES |
| Total | VALU RITE CORPORATION | \$1,125.00 | | |
| Unpaid | VERIZON WIRELESS | | | |
| E 100-522110-225 | TELEPHONE/COMMUNICATIO | \$643.57 | 9797150335 | PD-PHONE |
| Total | VERIZON WIRELESS | \$643.57 | | |
| Unpaid | WE ENERGIES | | | |
| E 100-522410-224 | NATURAL GAS | \$98.06 | 0073-603-522 | EM-WESTERN |
| E 100-522230-224 | NATURAL GAS | \$775.23 | 0461-777-971 | FD-MEQUON AVE |
| E 100-555510-224 | NATURAL GAS | \$98.77 | 1010-312-045 | PARKS-BOY SCOUT HOUSE |
| E 100-555510-224 | NATURAL GAS | \$154.78 | 1201-902-213 | PARKS-GIRL SCOUT HOUSE |
| E 601-573840-224 | NATURAL GAS | \$54.12 | 1215-012-928 | CWRC-GARFIELD ST LS #9 |
| E 601-573840-224 | NATURAL GAS | \$13.00 | 1231-799-804 | CWRC-KENZIE WAY LS #11 |
| E 260-555110-224 | NATURAL GAS | \$684.21 | 2664-690-477 | LIBR-HANOVER AVE |
| E 100-533210-222 | ELECTRIC | \$48.48 | 3090-975-495 | DPW-HWY 60-ELECTRIC |
| E 601-573840-224 | NATURAL GAS | \$15.24 | 3226-404-229 | CWRC-EVERGREEN CT LS #7 |
| E 601-573825-224 | NATURAL GAS | \$125.31 | 3676-352-296 | CWRC-PARK LANE -UV |
| E 240-555320-224 | NATURAL GAS | \$28.69 | 3800-407-384 | POOL-EVERGREEN BLVD |
| E 100-522230-224 | NATURAL GAS | \$556.64 | 3867-586-082 | FD-MEQUON |

CITY OF CEDARBURG

12/14/17 3:42 PM

Page 6

***Check Detail Register©**

DECEMBER 2017

Check Amt Invoice Comment

| | | | | |
|-------------------|-------------|------------|--------------|---------------------------|
| E 100-518100-224 | NATURAL GAS | \$796.96 | 4273-838-952 | CH-WASHINGTON |
| E 601-573840-224 | NATURAL GAS | \$14.43 | 4840-580-943 | CWRC-HIGHLAND DR LS #8 |
| E 100-518100-224 | NATURAL GAS | \$1,061.58 | 6030-376-666 | LINCOLN BLDG-WASHINGTON |
| E 601-573825-224 | NATURAL GAS | \$329.12 | 6058-143-423 | CWRC-PARK LN CONTROL BLDG |
| E 100-533210-224 | NATURAL GAS | \$513.82 | 6625-353-957 | DPW-JOHNSON AVE |
| E 601-573840-224 | NATURAL GAS | \$12.31 | 6625-972-176 | CWRC-DORCHESTER LS #4 |
| E 240-555320-224 | NATURAL GAS | \$10.40 | 6829-107-991 | POOL-EVERGREEN STE 2 |
| E 601-573840-224 | NATURAL GAS | \$11.60 | 7009-148-866 | CWRC-KEUP RD LS #10 |
| E 100-522100-224 | NATURAL GAS | \$10.89 | 7090-613-994 | PD-WAUWATOSA RD UNIT G |
| E 100-522100-224 | NATURAL GAS | \$812.95 | 7289-351-610 | PD-WAUWATOSA RD |
| E 100-518100-224 | NATURAL GAS | \$1,307.02 | 9472-045-425 | GYM-WASHINGTON |
| Total WE ENERGIES | | \$7,533.61 | | |

Unpaid

WIL-KIL PEST CONTROL

| | | | | |
|----------------------------|------------------------|---------|---------|------------------------------------|
| E 100-518100-240 | REPAIR AND MAINTENANCE | \$43.75 | 3273753 | LINCOLN BLDG-NOVEMBER 2017 SERVICE |
| Total WIL-KIL PEST CONTROL | | \$43.75 | | |

111300 PWSB Checking \$54,790.97

Fund Summary

| | |
|-------------------------------|--------------------|
| 111300 PWSB Checking | |
| 100 GENERAL FUND | \$25,904.83 |
| 200 CEMETERY FUND | \$76.50 |
| 220 RECREATION PROGRAMS FUND | \$653.30 |
| 240 SWIMMING POOL FUND | \$199.08 |
| 260 LIBRARY FUND | \$1,265.19 |
| 400 CAPITAL IMPROVEMENTS FUND | \$9,872.85 |
| 601 WATER RECYCLING CENTER | \$16,819.22 |
| | <u>\$54,790.97</u> |

CITY OF CEDARBURG

12/07/17 1:22 PM

Page 1

***Check Detail Register©**

DECEMBER 2017

| | | Check Amt | Invoice | Comment |
|-----------------------------|---|------------|--------------|--|
| 111300 PWSB Checking | | | | |
| Unpaid | A CEDARBURG CHRISTMAS | | | |
| E 100-555140-210 | PROFESSIONAL SERVICES | \$25.00 | 2095 | SR CTR-WEBSITE PROMOTION FOR CRAFT SHOW |
| | Total A CEDARBURG CHRISTMAS | \$25.00 | | |
| Unpaid | ADGATE, STEVE | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$61.00 | CIVIC BAND | 2017 CIVIC BAND |
| | Total ADGATE, STEVE | \$61.00 | | |
| Unpaid | ADP, LLC. | | | |
| E 100-515600-210 | PROFESSIONAL SERVICES | \$435.98 | 504046307 | TREAS-11/18/2017 PAYROLL |
| | Total ADP, LLC. | \$435.98 | | |
| Unpaid | APWA-KANSAS CITY | | | |
| G 100-162000 | PREPAID EXPENSES | \$525.00 | ANNUAL DUE | ENG & DPW 2018 MEMBERSHIP |
| | Total APWA-KANSAS CITY | \$525.00 | | |
| Unpaid | ASSOCIATED BENEFIT & RISK CON. | | | |
| E 100-515600-210 | PROFESSIONAL SERVICES | \$1,530.00 | 169 | TREAS-DECEMBER CONSULTING SERVICES |
| G 100-156200 | DUE FROM LIGHT & WATER | \$383.00 | 169 | L&W-DECEMBER CONSULTING SERVICES |
| | Total ASSOCIATED BENEFIT & RISK CON. | \$1,913.00 | | |
| Unpaid | AT&T | | | |
| E 100-522110-225 | TELEPHONE/COMMUNICATIO | \$193.46 | 414Z45632011 | PD-PHONE |
| | Total AT&T | \$193.46 | | |
| Unpaid | AXLEY BRYNELSON, LLP | | | |
| E 100-516100-211 | EXTRAORDINARY SERVICES | \$1,490.41 | 714697 | OCTOBER 2017 SERVICES-AMCAST REDEVELOPMENT |
| | Total AXLEY BRYNELSON, LLP | \$1,490.41 | | |
| Unpaid | BAKER & TAYLOR AV PRE PROCESS | | | |
| E 260-555110-319 | PUBLICATIONS AND SUBSCRI | \$35.87 | B70440050 | LIBR-DVDS |
| | Total BAKER & TAYLOR AV PRE PROCESS | \$35.87 | | |
| Unpaid | BESAW, HALY | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$30.00 | CIVIC BAND | 2017 CIVIC BAND |
| | Total BESAW, HALY | \$30.00 | | |
| Unpaid | BESAW, MICHAEL | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$126.00 | CIVIC BAND | 2017 CIVIC BAND |
| | Total BESAW, MICHAEL | \$126.00 | | |
| Unpaid | BEYER S HARDWARE STORE | | | |
| E 100-533311-363 | SIGNS | \$30.56 | 135640 | DPW-CONCRETE MIX |
| E 100-533210-353 | MAINTENANCE PARTS | \$35.77 | 135663 | DPW-MORTAR/CLR MAIL TAPE/LIQ NAILS |
| E 100-533210-353 | MAINTENANCE PARTS | \$4.31 | 135677 | DPW-LIME A WAY CLEANER |
| E 601-573830-340 | MAINTENANCE SUPPLIES | \$16.09 | 135700 | CWRC-BLK STL PIPE |
| E 100-533210-351 | GAS AND OIL EXPENSE | \$71.95 | 135702 | DPW-OIL ABSORBENT |

CITY OF CEDARBURG

12/07/17 1:22 PM

Page 2

***Check Detail Register©**

DECEMBER 2017

| | | Check Amt | Invoice | Comment |
|------------------|--|-------------------|--------------|---------------------------------------|
| Unpaid | BIRD, CINDY | | | |
| E 100-533210-353 | MAINTENANCE PARTS | \$7.19 | 135705 | DPW-FLUO CABLE TIES |
| E 100-533210-353 | MAINTENANCE PARTS | \$34.18 | 135790 | DPW-ENAMEL/BRUSH SASH CUT |
| | Total BEYER S HARDWARE STORE | \$200.05 | | |
| Unpaid | BIRD, CINDY | | | |
| E 700-519400-553 | 2017 CLAIMS | \$200.00 | L&W CLAIM | 10/21/2017 PROPERTY DAMAGE SETTLEMENT |
| | Total BIRD, CINDY | \$200.00 | | |
| Unpaid | BOERGER, BILL | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$156.00 | CIVIC BAND | 2017 CIVIC BAND |
| | Total BOERGER, BILL | \$156.00 | | |
| Unpaid | BRUCK LAW OFFICES, S.C. | | | |
| G 100-215914 | COURT ORDERED DEDUCTIONS | \$218.41 | | GARNISHMEN PAYROLL GARNISHMENT |
| | Total BRUCK LAW OFFICES, S.C. | \$218.41 | | |
| Unpaid | BURKE TRUCK & EQUIPMENT INC | | | |
| E 100-533450-340 | MAINTENANCE SUPPLIES | \$305.50 | 22282 | DPW-HYDRAULIC PRE-WET MOTOR |
| | Total BURKE TRUCK & EQUIPMENT INC | \$305.50 | | |
| Unpaid | BUTTON, MICHAEL | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$10.00 | CIVIC BAND | 2017 CIVIC BAND |
| | Total BUTTON, MICHAEL | \$10.00 | | |
| Unpaid | CEDARBURG POLICE OFFICERS-LONG | | | |
| E 100-522130-159 | LONGEVITY | \$1,491.00 | LONGEVITY | ADDITIONAL 2017 LONGEVITY |
| | Total CEDARBURG POLICE OFFICERS-LONG | \$1,491.00 | | |
| Unpaid | CENSKY, JON | | | |
| E 100-566310-210 | PROFESSIONAL SERVICES | \$5,163.00 | 17-0011 | PLANNING-NOVEMBER 2017 SERVICES |
| | Total CENSKY, JON | \$5,163.00 | | |
| Unpaid | CINTAS FIRST AID & SAFETY | | | |
| E 100-533210-350 | OPERATING SUPPLIES | \$20.35 | 5009362985 | DPW-FIRST AID SUPPLIES |
| | Total CINTAS FIRST AID & SAFETY | \$20.35 | | |
| Unpaid | CONLEY MEDIA, LLC | | | |
| E 100-514100-325 | LEGAL PUBLICATIONS | \$214.60 | 265191117 | CLERKS-NOVEMBER 2017 LEGAL NOTICES |
| | Total CONLEY MEDIA, LLC | \$214.60 | | |
| Unpaid | CROSS, MAX | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$10.00 | CIVIC BAND | 2017 CIVIC BAND |
| | Total CROSS, MAX | \$10.00 | | |
| Unpaid | CULLIGAN OF WEST BEND | | | |
| E 100-522100-340 | MAINTENANCE SUPPLIES | \$108.60 | 502X02817908 | PD-NOVEMBER-SOLAR SALT |
| | Total CULLIGAN OF WEST BEND | \$108.60 | | |
| Unpaid | DIGITAL EDGE OF GRAFTON | | | |

CITY OF CEDARBURG

12/07/17 1:22 PM

Page 3

***Check Detail Register©**

DECEMBER 2017

| | | Check Amt | Invoice | Comment |
|--|---------------------------------------|-------------------|------------|--|
| E 220-555390-310 | OFFICE SUPPLIES | \$137.00 | 12714 | REC PROG-HOLIDAY CARDS/ENVELOPES |
| Total DIGITAL EDGE OF GRAFTON | | \$137.00 | | |
| Unpaid | DITTMAN, ANNAMARIE | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$25.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total DITTMAN, ANNAMARIE | | \$25.00 | | |
| Unpaid | FIRST ADVANTAGE OCC HEALTH SVC | | | |
| E 100-519200-210 | PROFESSIONAL SERVICES | \$91.84 | 2508661711 | EE REL-4TH QTR 2017 DRUG TESTING MAKE UP |
| otal FIRST ADVANTAGE OCC HEALTH SVC | | \$91.84 | | |
| Unpaid | GEMBOLIF, RICH | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$45.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total GEMBOLIF, RICH | | \$45.00 | | |
| Unpaid | GREGORY, LAUREN | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$30.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total GREGORY, LAUREN | | \$30.00 | | |
| Unpaid | GREGORY, LAURIE | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$176.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total GREGORY, LAURIE | | \$176.00 | | |
| Unpaid | HARTFORD POLICE DEPT | | | |
| E 100-522130-330 | TRAVEL & TRAINING | \$190.00 | IN-SERVICE | PD-TRAINING-MCNERNEY & FITTING |
| Total HARTFORD POLICE DEPT | | \$190.00 | | |
| Unpaid | HINCK, HEIDI | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$111.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total HINCK, HEIDI | | \$111.00 | | |
| Unpaid | HINCK, KATARINA | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$45.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total HINCK, KATARINA | | \$45.00 | | |
| Unpaid | HOUSEMAN & FEIND, LLP | | | |
| E 100-522110-212 | ATTORNEY/CONSULTANT | \$1,276.10 | 42441 | PD-NOVEMBER 2017 TRAFFIC MATTERS |
| G 100-136100 | ACCTS REC - FIRE DEPARTMENT | \$418.00 | 42445 | FD-NOV 2017 LEGAL-FD CODE |
| E 100-516100-211 | EXTRAORDINARY SERVICES | \$5,205.00 | 42445 | NOV 2017 LEGAL-AWH, CELL TOWER, PLAN, CC |
| E 400-533750-841 | PROCHNOW | \$38.00 | 42445 | PROCHNOW-NOVEMBER 2017 LEGAL |
| E 100-516100-211 | EXTRAORDINARY SERVICES | \$636.50 | 42457 | AMCAST-NOVEMBER 2017 LEGAL |
| Total HOUSEMAN & FEIND, LLP | | \$7,573.60 | | |
| Unpaid | HUETTNER, PATTI | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$20.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total HUETTNER, PATTI | | \$20.00 | | |
| Unpaid | IAAO | | | |
| G 100-162000 | PREPAID EXPENSES | \$270.00 | DUES | ASSESSOR-2018 MEMBERSHIP & RES CANDIDACY |

CITY OF CEDARBURG

12/07/17 1:22 PM

Page 4

***Check Detail Register©**

DECEMBER 2017

| | | Check Amt | Invoice | Comment |
|---------------------------------|---------------------------|-----------------|---|-----------------|
| Total IAAO | | \$270.00 | | |
| Unpaid | JOHNSON, STACY | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$45.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total JOHNSON, STACY | | \$45.00 | | |
| Unpaid | KLEIN, SUE | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$85.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total KLEIN, SUE | | \$85.00 | | |
| Unpaid | LANG, ERIC | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$186.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total LANG, ERIC | | \$186.00 | | |
| Unpaid | LANG, JOSH | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$60.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total LANG, JOSH | | \$60.00 | | |
| Unpaid | LANG, JUDY | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$95.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total LANG, JUDY | | \$95.00 | | |
| Unpaid | LANG, NICOLE | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$126.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total LANG, NICOLE | | \$126.00 | | |
| Unpaid | LANGFORD, CHUCK | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$126.00 | CIVIC BAND | 2017 CIVIC BAND |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$186.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total LANGFORD, CHUCK | | \$312.00 | | |
| Unpaid | LAPINSKI, JOHN | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$151.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total LAPINSKI, JOHN | | \$151.00 | | |
| Unpaid | LECC TRAINING FUND | | | |
| G 100-162000 | PREPAID EXPENSES | \$75.00 | REGISTRATIO PD-2018 WI ACTIVE THREAT INTEGRATED CONF-KELL | |
| G 100-162000 | PREPAID EXPENSES | \$75.00 | REGISTRATIO PD-2018 WI ACTIVE THREAT INTEGRATED CONF-MCNERNEY | |
| Total LECC TRAINING FUND | | \$150.00 | | |
| Unpaid | LIDINGTON, PAM | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$101.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total LIDINGTON, PAM | | \$101.00 | | |
| Unpaid | MACFARLAND, NOEL | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$91.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total MACFARLAND, NOEL | | \$91.00 | | |

CITY OF CEDARBURG

12/07/17 1:22 PM

Page 5

***Check Detail Register©**

DECEMBER 2017

| | | Check Amt | Invoice | Comment |
|------------------|---|-----------------|-------------|---|
| Unpaid | MAHONEY, MIKE | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$85.00 | CIVIC BAND | 2017 CIVIC BAND |
| | Total MAHONEY, MIKE | \$85.00 | | |
| Unpaid | MID MORAIN MUNICIPAL COURT | | | |
| R 100-451101 | COURT PENALTIES & COSTS | \$124.00 | BOND | BOND-TEVIN K HOUSTON 7/8/1992; MEQUON PD CASE C6571655; CPD CASE 17-21834 |
| | Total MID MORAIN MUNICIPAL COURT | \$124.00 | | |
| Unpaid | MILLER-BRADFORD AND RISBERG | | | |
| E 100-533210-353 | MAINTENANCE PARTS | \$397.32 | P07058 | DPW-HOSES |
| | Total MILLER-BRADFORD AND RISBERG | \$397.32 | | |
| Unpaid | MONARCH LIBRARY SYSTEM | | | |
| E 260-555110-223 | MARKETING | \$17.50 | 414003 | LIBR-LIBBY BROCHURES |
| | Total MONARCH LIBRARY SYSTEM | \$17.50 | | |
| Unpaid | MONTROSS, KEVIN | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$31.00 | CIVIC BAND | 2017 CIVIC BAND |
| | Total MONTROSS, KEVIN | \$31.00 | | |
| Unpaid | MORANO, KRISTINE | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$406.00 | CIVIC BAND | 2017 CIVIC BAND |
| | Total MORANO, KRISTINE | \$406.00 | | |
| Unpaid | MORANO, MIKAYLA | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$30.00 | CIVIC BAND | 2017 CIVIC BAND |
| | Total MORANO, MIKAYLA | \$30.00 | | |
| Unpaid | MORANO, TOM | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$20.00 | CIVIC BAND | 2017 CIVIC BAND |
| | Total MORANO, TOM | \$20.00 | | |
| Unpaid | NAPA AUTO PARTS | | | |
| E 100-533210-351 | GAS AND OIL EXPENSE | \$51.52 | 5269-915780 | DPW-VEH#13-AIR, OIL & FUEL FILTERS |
| | Total NAPA AUTO PARTS | \$51.52 | | |
| Unpaid | NORTH AMERICAN POLICE WORK DOG | | | |
| G 100-162000 | PREPAID EXPENSES | \$45.00 | RENEWAL | PD-2018 NAPWDA MEMBERSHIP |
| | tal NORTH AMERICAN POLICE WORK DOG | \$45.00 | | |
| Unpaid | NPELRA | | | |
| G 100-162000 | PREPAID EXPENSES | \$195.00 | MERTES3265 | ADMIN-2018 MEMBERSHIP RENEWAL-MERTES |
| | Total NPELRA | \$195.00 | | |
| Unpaid | OZAUKEE ACE HARDWARE | | | |
| E 100-533210-353 | MAINTENANCE PARTS | \$26.08 | 153141 | DPW-FILE THREAD REPAIRS |
| | Total OZAUKEE ACE HARDWARE | \$26.08 | | |

CITY OF CEDARBURG

12/07/17 1:22 PM

Page 6

***Check Detail Register©**

DECEMBER 2017

| | | Check Amt | Invoice | Comment |
|------------------|--------------------------------------|------------|-------------|---|
| Unpaid | PIKE, JOHN | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$20.00 | CIVIC BAND | 2017 CIVIC BAND |
| | Total PIKE, JOHN | \$20.00 | | |
| Unpaid | POISSON, GUY | | | |
| R 100-463101 | PUBLIC WORKS FEES | \$25.00 | REFUND | REFUND OF APPLIANCE PICK UP FEE |
| | Total POISSON, GUY | \$25.00 | | |
| Unpaid | REGISTRATION FEE TRUST-TV & RP | | | |
| R 100-451301 | PARKING VIOLATIONS | \$55.00 | UNPD CITATI | PD-11 UNPAID CITATIONS (SUBMITTED ELECTRONICALLY) |
| | Total REGISTRATION FEE TRUST-TV & RP | \$55.00 | | |
| Unpaid | RIDGELY, DAVE | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$105.00 | CIVIC BAND | 2017 CIVIC BAND |
| | Total RIDGELY, DAVE | \$105.00 | | |
| Unpaid | RIVER RUN COMPUTERS | | | |
| E 100-522110-240 | REPAIR AND MAINTENANCE | \$4,178.55 | 76314 | PD-SONICWALL SECURE UPGRADE PLUS |
| | Total RIVER RUN COMPUTERS | \$4,178.55 | | |
| Unpaid | SCHILLING, WALTER | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$51.00 | CIVIC BAND | 2017 CIVIC BAND |
| | Total SCHILLING, WALTER | \$51.00 | | |
| Unpaid | SCHMALZ, LINDA | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$111.00 | CIVIC BAND | 2017 CIVIC BAND |
| | Total SCHMALZ, LINDA | \$111.00 | | |
| Unpaid | SCHMIDT, ANDREA | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$111.00 | CIVIC BAND | 2017 CIVIC BAND |
| | Total SCHMIDT, ANDREA | \$111.00 | | |
| Unpaid | SCHOESSOW, CARY | | | |
| E 100-533311-363 | SIGNS | \$72.00 | 3347 | DPW-BIKE PATH CLOSED SIGNS |
| | Total SCHOESSOW, CARY | \$72.00 | | |
| Unpaid | SCHRINSKY, KRISTY | | | |
| R 220-467327 | SOLAR RECREATION | \$60.00 | REFUND | REFUND FOR BASKETBALL PROGRAM CANCELLATION |
| | Total SCHRINSKY, KRISTY | \$60.00 | | |
| Unpaid | SHORE, PAUL | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$146.00 | CIVIC BAND | 2017 CIVIC BAND |
| | Total SHORE, PAUL | \$146.00 | | |
| Unpaid | STECKEL, SUE | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$121.00 | CIVIC BAND | 2017 CIVIC BAND |
| | Total STECKEL, SUE | \$121.00 | | |

CITY OF CEDARBURG

12/07/17 1:22 PM

Page 7

***Check Detail Register©**

DECEMBER 2017

| | | Check Amt | Invoice | Comment |
|------------------|--|-----------|--------------|---------------------------------------|
| Unpaid | STREICHER S POLICE EQUIPMENT | | | |
| E 100-522120-346 | UNIFORMS | \$15.99 | 11289380 | PD-BATTERY STREAMLIGHT STINGER |
| E 100-522120-346 | UNIFORMS | \$71.99 | 11289503 | PD-PROTAC LED |
| E 100-522410-346 | UNIFORMS | \$67.98 | 11289583 | EM-SURVEILLANCE EARPIECES-LISTEN ONLY |
| Total | STREICHER S POLICE EQUIPMENT | \$155.96 | | |
| Unpaid | THEODORE POLYGRAPH SERVICES | | | |
| E 100-522130-210 | PROFESSIONAL SERVICES | \$350.00 | 5908 | PD-2 POLYGRAPH EXAMS |
| Total | THEODORE POLYGRAPH SERVICES | \$350.00 | | |
| Unpaid | THIERFELDER, BETH | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$346.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total | THIERFELDER, BETH | \$346.00 | | |
| Unpaid | THIERFELDER, KELLY | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$20.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total | THIERFELDER, KELLY | \$20.00 | | |
| Unpaid | THUROW, SHARON | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$161.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total | THUROW, SHARON | \$161.00 | | |
| Unpaid | TIME WARNER CABLE-PO BOX 4639 | | | |
| E 100-566310-225 | TELEPHONE/COMMUNICATIO | \$14.90 | 100533210225 | PLANNING-PRI |
| E 100-522110-225 | TELEPHONE/COMMUNICATIO | \$13.27 | 10404-303552 | PD-DIGITAL ADAPTERS |
| E 100-533210-350 | OPERATING SUPPLIES | \$4.42 | 10404-304433 | DPW-JOHNSON AVE-DIGITAL ADAPTER |
| E 100-518100-225 | TELEPHONE/COMMUNICATIO | \$67.08 | 708014601112 | CH-PRI |
| E 100-513100-225 | TELEPHONE/COMMUNICATIO | \$7.45 | 708014601112 | MAYOR-PRI |
| E 100-513200-225 | TELEPHONE/COMMUNICATIO | \$7.45 | 708014601112 | ADMIN-PRI |
| E 100-514100-225 | TELEPHONE/COMMUNICATIO | \$37.25 | 708014601112 | CLERKS-PRI |
| E 100-515600-225 | TELEPHONE/COMMUNICATIO | \$22.35 | 708014601112 | TREASURER-PRI |
| E 100-515400-225 | TELEPHONE/COMMUNICATIO | \$14.90 | 708014601112 | ASSESSOR-PRI |
| E 100-522310-225 | TELEPHONE/COMMUNICATIO | \$14.90 | 708014601112 | B.I.-PRI |
| E 100-533110-225 | TELEPHONE/COMMUNICATIO | \$22.35 | 708014601112 | ENG-PRI |
| E 100-533210-225 | TELEPHONE/COMMUNICATIO | \$29.80 | 708014601112 | DPW-PRI |
| E 220-555390-225 | TELEPHONE/COMMUNICATIO | \$29.80 | 708014601112 | REC-PRI |
| E 100-555140-225 | TELEPHONE/COMMUNICATIO | \$14.90 | 708014601112 | SR CTR-PRI |
| E 601-573825-225 | TELEPHONE/COMMUNICATIO | \$59.61 | 708014601112 | CWRC-PRI |
| E 100-522410-225 | TELEPHONE/COMMUNICATIO | \$22.35 | 708014601112 | EM-PRI |
| E 100-522230-225 | TELEPHONE/COMMUNICATIO | \$14.90 | 708014601112 | FD-PRI |
| E 240-555320-225 | TELEPHONE/COMMUNICATIO | \$37.25 | 708014601112 | POOL-PRI |
| Total | TIME WARNER CABLE-PO BOX 4639 | \$434.93 | | |
| Unpaid | TOWN OF CEDARBURG-TAXES | | | |
| E 100-518100-211 | EXTRAORDINARY SERVICES | \$2.79 | TAXES | 2017 TAX PAYMENT #3-HAHM 030330202601 |
| Total | TOWN OF CEDARBURG-TAXES | \$2.79 | | |
| Unpaid | TRANSUNION RISK & ALTERNATIVE | | | |

CITY OF CEDARBURG

12/07/17 1:22 PM

Page 8

***Check Detail Register©**

DECEMBER 2017

| | | Check Amt | Invoice | Comment |
|------------------|--|--------------------|---------------|--|
| E 100-522110-225 | TELEPHONE/COMMUNICATIO | \$50.00 | 428298 | PD-OCT AND NOV 2017 TLOXP |
| Total | TRANSUNION RISK & ALTERNATIVE | \$50.00 | | |
| Unpaid | UNIFIRST CORPORATION | | | |
| E 601-573825-372 | SAFETY EQUIPMENT | \$48.35 | 096 0990265 | CWRC-UNIFORMS |
| E 100-533210-350 | OPERATING SUPPLIES | \$48.20 | 096 0990270 | DPW-UNIFORMS |
| E 260-555110-290 | MAINT/CONTRACTED SERVIC | \$23.63 | 096 0990284 | LIBR-MATS/MOPS (ADJUSTED) |
| Total | UNIFIRST CORPORATION | \$120.18 | | |
| Unpaid | VIELEHR, KIM | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$20.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total | VIELEHR, KIM | \$20.00 | | |
| Unpaid | WARTICK, AARON | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$55.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total | WARTICK, AARON | \$55.00 | | |
| Unpaid | WASTE MANAGEMENT OF WISCONSIN | | | |
| E 100-533710-290 | MAINT/CONTRACTED SERVIC | \$34,151.91 | 6149733-2275- | RUBBISH-NOVEMBER 2017 |
| E 100-533730-290 | MAINT/CONTRACTED SERVIC | \$16,519.36 | 6149733-2275- | RECYCLING-NOVEMBER 2017 |
| Total | WASTE MANAGEMENT OF WISCONSIN | \$50,671.27 | | |
| Unpaid | WIDENER, WENDY | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$45.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total | WIDENER, WENDY | \$45.00 | | |
| Unpaid | WISCONSIN COACH LINES | | | |
| E 100-555140-390 | OTHER EXPENSES | \$1,730.00 | 9599 | SR TOURS-PALACE THEATER TOUR 12/07/17 |
| Total | WISCONSIN COACH LINES | \$1,730.00 | | |
| Unpaid | YIP, DOUG | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$71.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total | YIP, DOUG | \$71.00 | | |
| Unpaid | ZAFFKE, GARY | | | |
| E 220-555390-386 | CIVIC BAND EXPENSES | \$40.00 | CIVIC BAND | 2017 CIVIC BAND |
| Total | ZAFFKE, GARY | \$40.00 | | |
| Unpaid | ZUERN BUILDING PRODUCTS | | | |
| E 100-555510-384 | LEGACY TREE & BENCH PRO | \$14.17 | 53426 | LEGACY BENCH-2X4-8'; PREMIUM SPF/MARKERS |
| E 100-555510-384 | LEGACY TREE & BENCH PRO | \$11.97 | 53429 | LEGACY BENCH-2X4-8' PREMIUM SPF |
| Total | ZUERN BUILDING PRODUCTS | \$26.14 | | |
| 111300 | PWSB Checking | \$83,832.91 | | |

CITY OF CEDARBURG

12/07/17 1:22 PM

Page 9

***Check Detail Register©**

DECEMBER 2017

Check Amt Invoice Comment
Fund Summary

111300 PWSB Checking

| | |
|-------------------------------|-------------|
| 100 GENERAL FUND | \$79,037.81 |
| 220 RECREATION PROGRAMS FUND | \$4,318.80 |
| 240 SWIMMING POOL FUND | \$37.25 |
| 260 LIBRARY FUND | \$77.00 |
| 400 CAPITAL IMPROVEMENTS FUND | \$38.00 |
| 601 WATER RECYCLING CENTER | \$124.05 |
| 700 RISK MANAGEMENT FUND | \$200.00 |
| | <hr/> |
| | \$83,832.91 |



CITY ADMINISTRATOR'S REPORT

January 4, 2018

The following information is provided to keep the Common Council and staff informed on some of the activities and events of the City. Points of clarification may be addressed during the City Administrator's Report portion of the agenda; however, if discussion of any of these items is necessary, placement on a future Council agenda should be directed.

Police – The Police Department is doing background investigations on three candidates for the two Patrol Officer vacancies. The final phase of interviews for dispatcher is also taking place.

Library – The Library has received a grant for GALE courses. Approximately 360 online courses are available to anyone with a library card.

Funding has also been received for RBdigital, which is unlimited digital access to magazines.

Recruitment efforts are taking place for a part-time Youth Services Librarian, part time page, and part-time custodian due to recent resignations.

Assessor – Personal Property statements have been mailed out and field work has been done on partial assessments and new construction.

Administrator/Treasurer – The County Board adopted a resolution that authorizes the County Treasurer to start In rem proceeding to remove the taxes on the Amcast property.

Director Hilvo and I will be meeting with an intern who is interested in Park, Recreation & Forestry operations.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Christy Mertes", is written over a horizontal line.

Christy Mertes
City Administrator/Treasurer

2017 PERMIT SUMMARY BY MONTH

| | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC | TOTAL |
|-------------------------------|---------|---------|-----------|-----------|-----------|-----------|---------|---------|-----------|-----------|---------|------------|------------|
| Coops | | | | 1 | 1 | 1 | | | | | | | 3 |
| Single Family | 2 | 2 | 3 | 1 | 3 | 4 | 1 | 2 | 7 | 2 | | 5 | 32 |
| Assessory Building | | | 2 | 3 | 2 | 2 | 4 | 3 | 3 | | | 1 | 20 |
| Addition/Alteration | 6 | 11 | 16 | 19 | 34 | 15 | 15 | 12 | 24 | 13 | 10 | 6 | 181 |
| Commerical New Constructio | | | | | | | | | | | | 1 | 1 |
| Commercial Additions/Alterati | 1 | | | 3 | 1 | 6 | 2 | 2 | 4 | | | 3 | 22 |
| Pools | | | | | | | | | 1 | | | | 1 |
| Razing | | | | | | | | | | | 1 | | 1 |
| Other/Miscellaneous | | | | | 1 | | | | | | | | 1 |
| Heat/Vent | 19 | 11 | 24 | 9 | 28 | 20 | 22 | 23 | 12 | 25 | 28 | 23 | 244 |
| Signs | 1 | 2 | 3 | | 4 | 2 | 2 | 2 | 2 | 2 | 2 | 1 | 23 |
| Plumbing | 27 | 35 | 23 | 17 | 34 | 30 | 36 | 30 | 32 | 39 | 19 | 37 | 359 |
| Electrical | 34 | 17 | 31 | 13 | 43 | 32 | 36 | 25 | 29 | 32 | 29 | 21 | 342 |
| Occupancy | 3 | 3 | 4 | 6 | 8 | 11 | 6 | 7 | 1 | 3 | 8 | 4 | 64 |
| | | | | | | | | | | | | | |
| TOTAL VALUE TO CITY | 801,731 | 884,211 | 1,561,483 | 1,177,591 | 1,866,023 | 2,154,181 | 748,295 | 876,201 | 3,004,541 | 1,054,706 | 302,489 | 19,472,327 | 33,903,778 |
| INSPECTIONS | | | | | | | | | | | | | |
| ANDREW LYNEIS | 1 | | | | | | | | | | | | 1 |
| JOE JACOBS | 4 | 2 | 5 | 2 | 2 | 2 | 1 | | | 1 | | 1 | 20 |
| MICHAEL BAIER | 153 | 183 | 111 | 113 | 181 | 164 | 144 | 93 | 173 | 152 | 116 | 161 | 1744 |
| ROGER KISON | | | 13 | | | | | 6 | 2 | | | | 21 |