

**CITY OF CEDARBURG
MEETING OF COMMON COUNCIL
January 13, 2020 – 7:00 P.M.**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, will be held on **Monday, January 13, 2020 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 Mike O'Keefe
2. MOMENT OF SILENCE
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL: Present – Common Council – Mayor Mike O'Keefe, Council Members Sherry Bubnitz, Jack Arnett, Rick Verhaalen, Garan Chivinski, Patricia Thome and Rod Galbraith

Excused – Council Member Kristin Burkart
5. STATEMENT OF PUBLIC NOTICE
6. APPROVAL OF MINUTES – December 9, 2019 Common Council Meeting*
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 2020-01 honoring Police Captain Glenn Lindberg; and action thereon*
 - B. Consider Resolution 2020-02 honoring Patrol Sergeant Scott Miller; and action thereon*
 - C. Consider Resolution 2020-03 honoring Pete Wegner; and action thereon*
 - D. Consider acceptance from Cedarburg School District of a 0.0525-acre triangular parcel of land located in an area surrounded by City owned land directly south of the Lincoln building at W63 N643 Hanover Avenue (Plan Comm. 12/02/2019); and action thereon*
 - E. Consider approval of a Certified Survey Map to split a 1.49-acre parcel from the 57-acre parent parcel at W74 N1204 Washington Avenue (Plan Comm. 1/06/2020); and action thereon*

- F. Consider applications of Sunshine Winery, W63 N631 Washington Avenue, and The Shinery Neenah LLC, W63 N706 Washington Avenue, for a Class “B” fermented malt beverage and “Class B” intoxicating liquor (on or off-premise consumption) license; and action thereon***
- G. Consider application of Sunshine Winery, W63 N631 Washington Avenue, for a “Class A” intoxicating liquor (off-premise consumption only) license; and action thereon***
- H. Consider Ordinance 2020-01 Amending Sections 15-1-32 through 15-1-34 of Cedarburg’s Electrical Code; and action thereon*
- I. Consider changes to Common Council Policies CC-13 (Performance Evaluation), CC-19 (Merit Pay Bonuses) and CC-30 (Employee Evaluations) (Personnel Comm. 01/07/2020); and action thereon*
- J. Consider approval of new Operator License applications for the period ending June 30, 2020 for Mohammed Sethi, Ryan Schoonover, Thomas Fay, Timothy Schelwat, Brecken Dudzek, and Hunter Bensing-Radtke; and action thereon***
- K. Consider payment of bills dated 12/6/19 through 1/3/20, transfers for the period 12/07/19 through 01/10/20 and payroll for the period 12/1/19 through 12/28/19; and action thereon*

9. REPORTS OF CITY OFFICERS AND DEPARTMENT HEADS

- A. Administrator’s Report*
- B. Building Inspector’s Report*

10. COMMUNICATIONS

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

11. ADJOURN TO CLOSED SESSION

It is anticipated the Common Council will adjourn to closed session pursuant to State Statute 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, item 11B) and pursuant to State Statute 19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (more specifically, items 11C, 11D, and 11E). More specifically to:

- A. Approve closed session minutes from December 9, 2019

B. Discussion of Highway 60 Business Park

C. Discussion of insurance claim

D. Discussion of 1838 Pioneer Road city-owned property and potential holding tank replacement

E. Prochnow Landfill Update

12. RECONVENE TO OPEN SESSION

13. NEW BUSINESS – CONTINUED

L. Consider \$6,311.44 claim from American Family Insurance regarding an incident on July 31, 2019; and action thereon

M. Consider the holding tank replacement at city-owned property 1838 Pioneer Road; and action thereon

14. 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

1/6/20 cww

**CITY OF CEDARBURG
COMMON COUNCIL
December 9, 2019**

**CC20191209-1
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, December 9, 2019, at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers. Mayor O’Keefe called the meeting to order at 7:00 p.m.

Roll Call: Present - Mayor Michael O’Keefe, Council Members Sherry Bublitz (arrived at 7:07 p.m.), Jack Arnett, Kristin Burkart, Rick Verhaalen, Garan Chivinski, Patricia Thome,

Excused - Council Member Rod Galbraith

Also Present - City Administrator/Treasurer Christy Mertes, City Attorney Michael Herbrand, Attorney Ronald Stadler, Deputy City Clerk Amy Kletzien, Director of Engineering and Public Works Tom Wiza, Parks, Recreation & Forestry Director/Assistant City Administrator Mikko Hilvo, Police Chief Thomas Frank, City Planner Jon Censky, Light & Water General Manager Dale Lythjohan, Public Works Superintendent Joel Bublitz, interested citizens and news media

STATEMENT OF PUBLIC NOTICE

At Mayor O’Keefe’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 Burkart, to approve the minutes of the November 25, 2019 meeting. Motion carried without a negative vote with Council Members Galbraith and Bublitz excused.

COMMENTS AND SUGGESTIONS FROM CITIZENS - None

PUBLIC HEARINGS

CONSIDER ORDINANCE NO. 2019-23 AMENDING SECTION 13-1-101(G) OF THE ZONING CODE TO IMPOSE A MAXIMUM SIZE AND NUMBER OF STRUCTURES PER LOT LIMITS ON ACCESSORY STRUCTURES SO THAT ALL SUCH STRUCTURES COMBINED SHALL NOT EXCEED 720 SQUARE FEET AND THAT THERE BE NO MORE THAN TWO ACCESSORY STRUCTURES PERMITTED PER LOT; AND ACTION THEREON

Mayor O’Keefe opened the public hearing at 7:03 p.m. to consider Ordinance No. 2019-23 amending Section 13-1-101(G) of the Zoning Code to impose a maximum size and number of structures per lot

limits on accessory structures so that all such structures combined shall not exceed 720 square feet and that there be no more than two accessory structures permitted per lot.

Planner Censky explained that the current Zoning Code regulates accessory detached structures on residential parcels by location and height but relies on the Floor Area Ratio (FAR) to regulate size. Staff feels that while the FAR requirement provides enough control over the size of such structures on smaller lots, it provides little control over the size of accessory structures on large lots. It is possible under the current formula that a large pole building type structure can result where it dominates the look of a neighborhood. While the City has received but a few requests for accessory structures of excessive size, those that were permitted are in areas where the larger size fit the area. However, there are a scattering of larger lots located in areas surrounded by much smaller lots where staff would be unable to refuse issuance of a permit for a large accessory structure unbefitting the neighborhood.

He further explained that after discussing this with Building Inspector Baier and researching other municipal zoning codes, they find that many communities regulate the size of accessory structures that combined shall not exceed 720 square feet and that there be no more than two accessory structures permitted per lot on residential sites only. The Plan Commission agreed unanimously with this proposed recommendation at their October 7 meeting.

Council Member Burkart expressed concern for limiting people with large lots of an acre or more. She would like more of a variance.

Planner Censky said that the Board of Appeals is always available to residents.

Council Member Verhaalen asked if this was necessary and expressed concern for resident's property rights.

Council Member Thome said that a variance can be obtained on larger properties. This change does not only affect property rights, but it protects neighbors also from possibly having a large structure overpower their houses. Property rights are a two-way street.

In answer to Council Member Thome's question, Planner Censky stated that the 720 square feet maximum is a common figure used in surrounding communities and was agreed upon with Building Inspector Baier.

There was no public comment.

Motion made by Council Member Thome, seconded by Council Member Bublitz, to close the public hearing at 7:19 p.m. Motion carried without a negative vote with Council Member Galbraith excused.

Motion made by Council Member Arnett, seconded by Council Member Thome, to adopt Ordinance No. 2019-23 amending Section 13-1-101(G) of the Zoning Code to impose a maximum size and number of structures per lot limits on accessory structures so that all such structures combined shall not exceed 720 square feet and that there be no more than two accessory structures permitted per lot. Motion carried with Council Members Bublitz, Arnett, Chivinski and Thome voting in favor, Council Members Burkart and Verhaalen opposed, and Council Member Galbraith excused.

CONSIDER ORDINANCE NO. 2019-24 AMENDING SECTION 13-1-54(d) OF THE ZONING CODE TO PERMIT MICRO-BREWERIES AS A CONDITIONAL USE IN THE B-2 COMMUNITY BUSINESS DISTRICT; AND ACTION THEREON

Mayor O'Keefe opened the public hearing at 7:22 p.m. to consider Ordinance No. 2019-24 amending Section 13-1-54(d) of the Zoning Code to permit micro-breweries as a Conditional Use in the B-2 Community Business District.

Planner Censky explained that Gary Kabitzke is requesting a zoning text amendment to add "microbreweries" to the list of uses permitted in the B-2 Community Business District. This amendment will create the approval process for Mr. Kabitzke to pursue the operation of a microbrewery from within the vacant building that formerly housed the Larson Paint store at W51 N729 Keup Road. If this zoning text amendment is approved, Mr. Kabitzke will then need to submit his application for Conditional Use consideration by the Plan Commission. As indicated in his application, Mr. Kabitzke will be producing craft beers, sodas and have a tasting bar for the sale of beer, wine and soda on site and to sell beer to bars, restaurants and to distribution stores. The Plan Commission recommended unanimously that this use be added to the list of conditional uses where appropriate conditions can be applied.

There was no public comment.

Motion made by Council Member Thome, seconded by Council Member Bublitz, to close the public hearing at 7:25 p.m.

Council Member Thome stated that some of her constituents have expressed concern about the location of the microbrewery.

Mayor O'Keefe stated that he has heard enthusiasm for the business.

In answer to Council Member Verhaalen's question, Planner Censky explained that a public hearing will be required to approve the business at the proposed location.

Motion made by Council Member Verhaalen, seconded by Council Member Thome, to adopt Ordinance No. 2019-24 amending Section 13-1-54(d) of the Zoning Code to permit micro-breweries as a Conditional Use in the B-2 Community Business District. Motion carried without a negative vote with Council Member Galbraith excused.

ADJOURNMENT – CLOSED SESSION

Motion made by Council Member Thome, seconded by Council Member Bublitz, to adjourn to closed session at 7:28 p.m. pursuant to State Statute 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 discuss 2020-2022 Police Union Contract. Motion carried on a roll call vote with Council Members Bublitz, Arnett, Burkart, Verhaalen, Chivinski, and Thome voting aye and Council Member Galbraith excused.

RECONVENE TO OPEN SESSION

Motion made by Council Member Burkart, seconded by Council Member Thome, to reconvene to open session at 7:50 p.m. Motion carried on a roll call vote with Council Members Bublitz, Arnett, Burkart, Verhaalen, Chivinski, and Thome voting aye and Council Member Galbraith excused.

NEW BUSINESS

CONSIDER APPROVAL OF 2020-2022 POLICE UNION CONTRACT; AND ACTION THEREON

Motion made by Council Member Arnett, seconded by Council Member Chivinski, to approve the 2020-2022 Police Union contract. Motion carried without a negative vote with Council Member Galbraith excused.

CONSIDER APPROVAL OF PLAT FOR THE SECOND ADDITION TO ZUR RUHE CEMETERY; AND ACTION THEREON

Director Wiza explained that Zur Ruhe Cemetery is starting to run short of available gravesites and thus staff has initiated the platting of another section of cemetery land. The City has verified that the bedrock is more than six feet down in this area, and the gravesites are readily accessible from existing cemetery roads. This area is immediately north of the Interurban Trail. The Public Works and Sewerage Commission previously reviewed and approved the platting.

Motion made by Council Member Burkart, seconded by Council Member Bublitz, to approve the plat for the second addition to Zur Ruhe cemetery. Motion carried without a negative vote with Council Member Galbraith excused.

CONSIDER REQUEST TO FILL VACANCY AT THE DEPARTMENT OF PUBLIC WORKS AND AN INTERNAL PROMOTION TO PUBLIC WORKS FOREMAN; AND ACTION THEREON

Assistant City Administrator/Parks, Recreation & Forestry Director Hilvo explained that a crewperson is retiring January 2, 2020 at the Department of Public Works. The Department is looking to fill the vacant position as soon as possible, due to the workload of winter plowing and to promote internally for the foreman position as part of the Public Works Department restructuring. The hiring and promoting will be done within the 2020 budget parameters. This item did not go to the Personnel Committee because the timing is critical.

In answer to Council Member Verhaalen's question, City Administrator/Treasurer Mertes explained that this is a perfect opportunity to aid Superintendent Bublitz with his additional duties.

Director Wiza explained that a foreman would serve a number of functions in assisting Superintendent Bublitz with planning snowplow routes, making work assignments, and being on call on weekends during vacations.

Motion made by Council Member Verhaalen, seconded by Council Member Thome, to approve request to fill the vacancy at the Department of Public Works and an internal promotion to Public Works Foreman. Motion carried without a negative vote with Council Member Galbraith excused.

CONSIDER RESOLUTION NO. 2019-17 HONORING CHRISTY MERTES AS CITY ADMINISTRATOR/TREASURER; AND ACTION THEREON

Motion made by Council Member Thome, seconded by Council Member Bublitz, to approve Resolution No. 2019-17 honoring Christy Mertes as City Administrator/Treasurer. Motion carried without a negative vote with Council Member Galbraith excused.

The Mayor and Common Council presented Resolution No. 2019-17, along with congratulating and thanking City Administrator/Treasurer Mertes for her service as City Administrator for 13 years and wished her well in her new position as Finance Director/Treasurer.

CONSIDER ORDINANCE NO. 2019-25 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. 2019-26 AMENDING SEC. 14-1-84 ADJUSTING THE FEES IN LIEU OF PARKLAND AND AMENDING SEC. 14-1-100(g) ADJUSTING THE PUBLIC SITE FEES; AND ORDINANCE NO. 2019-27 AMENDING SEC. 9-2-6(c) ADJUSTING THE SANITARY SEWER CONNECTION FEE 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 Ordinance No. 2019-25 adjusts impact fees, Ordinance No. 2019-26 updates fees in lieu of parkland, and Ordinance No. 2019-27 adjusts the sewer connection fee. These ordinances are updated in December of each year based on the annual increase in the Construction Cost Index, which is 1.75%.

Motion made by Council Member Arnett, seconded by Council Member Chivinski, to adopt Ordinance No. 2019-25 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. 2019-26 amending Sec. 14-1-84 adjusting the fees in lieu of parkland and amending Sec. 14-1-100(g) adjusting the public site fees; and Ordinance No. 2019-27 amending Sec. 9-2-6(c) adjusting the sanitary sewer connection fee 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 with Council Member Galbraith excused.

CONSIDER APPOINTMENT OF ELECTION OFFICIALS FOR THE PERIOD 1/1/2020 THROUGH 12/31/2021; 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, 2020 – December 31, 2021 term. This list includes the names provided by the Ozaukee County Republican Party as allowed under State Statutes.

Motion made by Council Member Burkart, seconded by Council Member Bublitz, to approve the appointment of Election Officials for the period 1/1/2020 through 12/31/2021. Motion carried without a negative vote with Council Member Galbraith excused.

CONSIDER LICENSE/PERMIT APPLICATIONS; AND ACTION THEREON

Motion made by Council Member Verhaalen, seconded by Council Member Arnett, to approve new Operator License applications for the period ending June 30, 2020 for Jonathan Brumwell, Rebecca Rogahn, and Travis Sette. Motion carried without a negative vote with Council Member Gailbrath excused.

CONSIDER PAYMENT OF BILLS DATED 11/22/19 THROUGH 12/02/19, TRANSFERS FOR THE PERIOD 11/9/19 THROUGH 12/6/19; AND PAYROLL FOR THE PERIOD 11/3/19 THROUGH 11/30/19; AND ACTION THEREON

Council Member Verhaalen clarified the payment of several bills.

Motion made by Council Member Burkart, seconded by Council Member Verhaalen, to approve payment of bills dated 11/22/19 through 12/02/19, transfers for the period 11/9/19 through 12/6/19; and payroll for the period 11/3/19 through 11/30/19. Motion carried without a negative vote with Council Member Galbraith excused.

ADMINISTRATOR'S REPORT – No additional information was added.

COMMENTS AND SUGGESTIONS FROM CITIZENS - None

COMMENTS & ANNOUNCEMENTS BY COUNCIL MEMBERS

Council Member Bublitz thanked Mayor O'Keefe for a successful tree lighting.

MAYOR'S REPORT - None

ADJOURNMENT – CLOSED SESSION

Motion made by Council Member Thome, seconded by Council Member Burkart, to adjourn to closed session at 8:15 p.m. pursuant to State Statute 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 discuss Highway 60 Business Park. Approve closed session minutes from November 25, 2019. Motion carried on a roll call vote with Council Members Bublitz, Arnett, Burkart, Verhaalen, Chivinski and Thome voting aye and Council Member Galbraith excused.

RECONVENE TO OPEN SESSION

Motion made by Council Member Arnett, seconded by Council Member Thome, to reconvene to open session at 9:42 p.m. Motion carried unanimously on a roll call vote with Council Members Bublitz, Arnett, Burkart, Verhaalen, Chivinski, and Thome voting aye and Council Member Galbraith excused.

ADJOURNMENT

Motion made by Council Member Arnett, seconded by Council Member Chivinski, to adjourn the meeting at 9:43 p.m. Motion carried without a negative vote with Council Member Galbraith excused.

Amy D. Kletzien, MMC/WCPC
Deputy City Clerk

RESOLUTION NO. 2020-01

A Resolution Honoring Captain Glenn Lindberg

WHEREAS, Glenn Lindberg has completed forty-three years of service with the Cedarburg Police Department; beginning his employment as a Dispatcher on September 17, 1976; and beginning his career as a patrol officer on February 6, 1978; and

WHEREAS, during his forty-three years of service, Glenn Lindberg 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, Captain Lindberg 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, Captain Lindberg was promoted to Sergeant in September 1983, serving in that position for eighteen years; promoted to Lieutenant in December 2001, serving in that position for 2 years; promoted to Captain in November 2003, serving in that role for 16 years; served on the Ozaukee County Special Response Team for 22 years; served as a Firearms Instructor for 17 years; and

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

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 Glenn Lindberg for his many years of law enforcement service, and extend to him best wishes for a happy and healthy retirement.

Passed and adopted this 13^h day of January, 2020.

Michael O'Keefe Mayor

Attest:

Claire Woodall-Vogg, City Clerk

RESOLUTION NO. 2020-02

A Resolution Honoring Sergeant Scott Miller

WHEREAS, Scott Miller has completed twenty-eight years of service with the Cedarburg Police Department; beginning his employment as a Patrol Officer on October 9, 1991; and

WHEREAS, during his twenty-eight years of service, Scott Miller 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 Miller 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 Miller was promoted to Sergeant in November 2016, serving in that position for three years; served on the Ozaukee County Drug Task Force for 20 years; served as a Field Training Officer (FTO) for seventeen years; served as an instructor for the Drug Abuse Resistance Education (D.A.R.E) Program for a year; and

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

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 Scott Miller for his many years of law enforcement service, and extend to him best wishes for a happy and healthy retirement.

Passed and adopted this 13^h day of January, 2020.

Michael O'Keefe Mayor

Attest:

Claire Woodall-Vogg, City Clerk

RESOLUTION NO. 2020-03

A Resolution Honoring Pete Wegner

WHEREAS, Pete Wegner has completed twenty-three years of employment as a Heavy Equipment Operator/Crewperson with the City of Cedarburg; beginning his employment at the Public Works Department on January 2, 1997; and

WHEREAS, Pete Wegner was the leader in servicing and maintaining the fleet of vehicles for nine years; and

WHEREAS, Pete Wegner regularly operated both mechanical and vacuum street sweepers improving the appearance of Cedarburg streets; and

WHEREAS, Pete Wegner has conscientiously and capably served the City of Cedarburg and its citizens by maintaining a Commercial Driver's License, snowplowing, street sweeping all City streets, road construction, curb and flat concrete replacement, street sign replacement, catch basin and sanitary manhole replacement, tree trimming and removals, leaf and brush pick up, and operating sewer cleaning equipment; being of great value to the Public Works Department; and

WHEREAS, Pete Wegner diligently provided maintenance services on 55 miles of City streets; and

WHEREAS, the citizens of the City of Cedarburg have greatly benefited from the exceptional pride Pete Wegner has taken in his day-to-day activities; and his integrity, courtesy and professionalism have earned him the respect of the community, his co-workers, and supervisors.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Common Council of the City of Cedarburg and the citizens of the City join in expressing their sincere appreciation to Pete Wegner for his contributions to the City of Cedarburg operations and maintenance and extend their best wishes to him for a well-deserved and enjoyable retirement.

Passed and adopted this 13th day of January 2020.

Michael J. O'Keefe, Mayor

Attest:

Claire Woodall-Vogg, City Clerk

CITY OF CEDARBURG

MEETING DATE: January 13, 2020

ITEM NO: 8.D.

TITLE: Consider acceptance from Cedarburg School District of a 0.0525-acre triangular parcel of land located in an area surrounded by City owned land directly south of the Lincoln building at W63 N643 Hanover Avenue; and action thereon.

ISSUE SUMMARY: The Cedarburg School District recently discovered that they own a small landlocked triangular shaped parcel located in the middle of the City's parking lot/drive directly south of the Lincoln Building. Staff believes that this parcel was inadvertently created years ago when the District transferred ownership of their property to the City. Out of concerns for liability, the School District is now seeking to transfer title of this parcel to the City to have it combined with the adjacent City owned property. To accomplish this, City Attorney Mike Herbrand has drafted the attached Quit Claim Deed which, when recorded, will serve to combine the parcel with the adjacent City owned property.

Procedurally, Section 2-4-5(e)(2) of the City Code of Ordinances, requires that this request first be referred to the Plan Commission for review and recommendation.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: At their December 2, 2019 meeting, the Plan Commission recommended approval by unanimous vote.

BUDGETARY IMPACT: n/a.

ATTACHMENTS:

- Minutes from the December 2, 2019 Plan Commission Minutes
- Copy of the map showing location of remnant parcel.

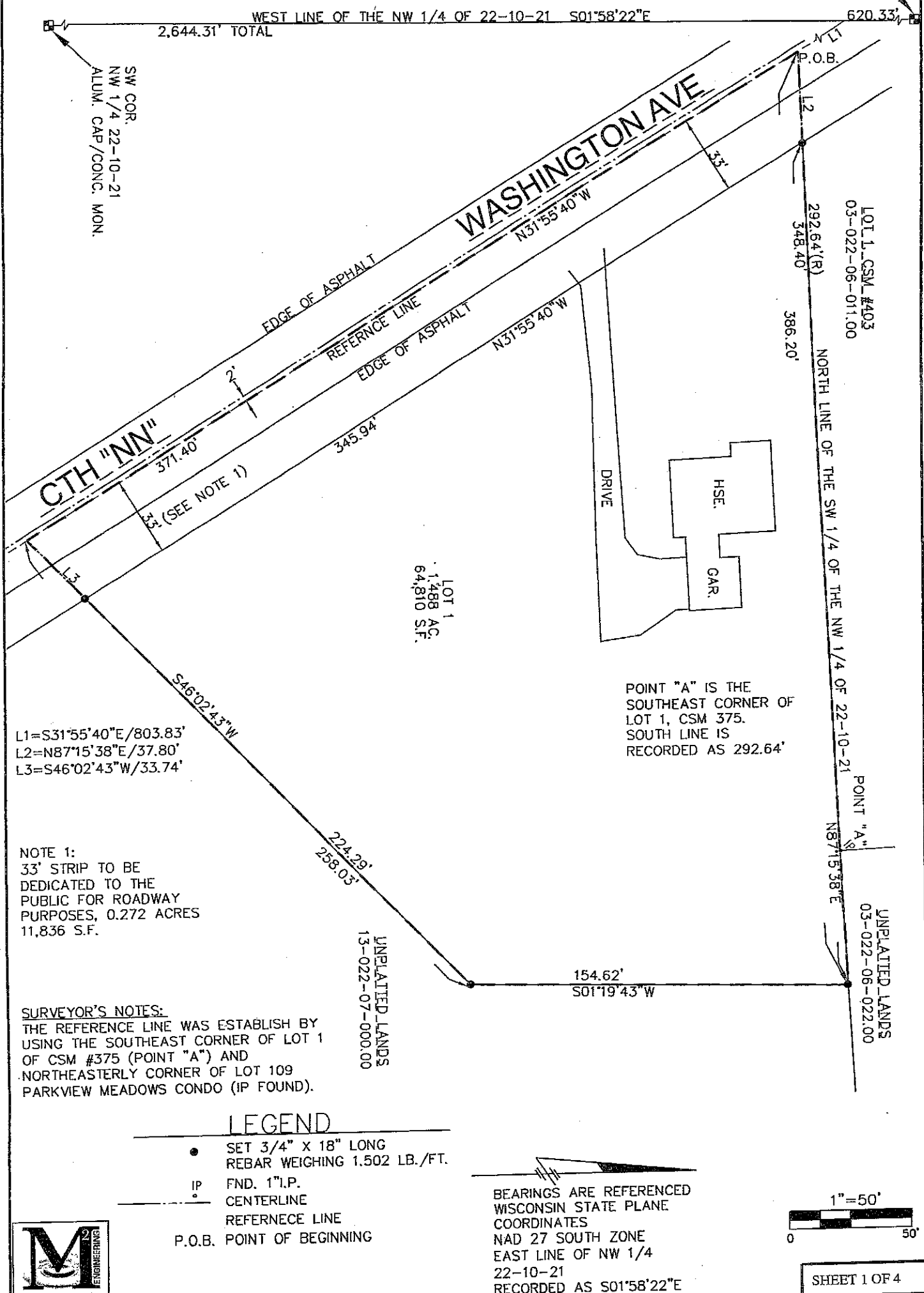
INITIATED/REQUESTED BY: Cedarburg School District

FOR MORE INFORMATION CONTACT: Jonathan P. Censky, City Planner, 262-375-7610

DEC 23 2019

OZAUKEE COUNTY CERTIFIED SURVEY MAP NO.

NW COR.
NW 1/4 22-10-21
ALUM. CAP/CONC. MON.,



OZAUKEE COUNTY CERTIFIED SURVEY MAP NO. _____

THAT PART OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 22,
TOWNSHIP 10 NORTH, RANGE 21 EAST, CITY OF CEDARBURG, OZAUKEE COUNTY,
WISCONSIN

SURVEYOR: ANTHONY J. GROMACKI, RLS-2090
M SQUARED ENGINEERING, LLC
W62 N215 WASHINGTON AVE
CEDARBURG, WI 53012
1-262-376-4246 FAX 1-262-375-2274

OWNER: KURT BAEHMANN
1600 E. BELLEVIEW PLACE UPPER
MILWAUKEE, WI 53211

DALE BAEHMAN
617 GOLDENEYE COURT
WILMINGTON, NC 28411

LOT 1, CSM 403:
JOHN AND SUSAN HAEBERLIN
1382 BOBOLINK LANE
WEST BEND, WI 53095
03-022-06-011.00

UNPLATTED LANDS:
TOWN OF CEDARBURG
7300 SYCAMORE DR.
CEDARBURG, WI 53012
03-022-06-022.00

SURVEYOR'S CERTIFICATE:

I, ANTHONY J. GROMACKI, PROFESSIONAL WISCONSIN LAND SURVEYOR, S-2090, DO HEREBY CERTIFY:
THAT BY THE DIRECTION OF KURT BAEHMANN AND DALE BAEHMANN, I HAVE SURVEYED, DIVIDED AND MAPPED THE LAND SHOWN AND
DESCRIBED HEREON, THAT PART OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 22, TOWNSHIP 10 NORTH, RANGE 21
EAST, CITY OF CEDARBURG, OZAUKEE COUNTY, WISCONSIN, WHICH IS BOUNDED AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF THE NORTHWEST 1/4 OF SAID SECTION 22; THENCE S01°58'22"E ALONG THE WEST LINE
OF THE NORTHWEST OF SAID SECTION 22, 620.33 FEET TO A REFERENCE LINE OF CTH "NN"; THENCE S31°55'40"E ALONG A REFERENCE
LINE OF CTH "NN" 803.83 FEET TO THE POINT OF BEGINNING; THENCE N87°15'38"E ALONG THE NORTH LINE OF THE SOUTHWEST 1/4 OF
THE NORTHWEST 1/4 OF SAID SECTION 22, 386.20 FEET; THENCE S01°19'43"W 154.62 FEET; THENCE S46°02'43"W 258.03 FEET TO A
REFERENCE LINE OF CTH "NN"; THENCE N31°55'40"W ALONG SAID REFERENCE LINE 371.40 FEET TO THE POINT OF BEGINNING.

PARCEL CONTAINS 1.760 ACRES (76,646 SQUARE FEET).

I FURTHER CERTIFY THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF SEC. 236.34 OF WISCONSIN STATUTES AND THE CITY OF
CEDARBURG'S LAND DIVISION ORDINANCE IN SURVEYING, DIVIDING, AND MAPPING SAID LAND, AND THAT THIS MAP IS A CORRECT
REPRESENTATION OF THE EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION OF SAID LANDS.

DATED THIS _____, DAY OF _____, 2020.

ANTHONY J. GROMACKI
PROFESSIONAL LAND SURVEYOR, S-2090

OWNER'S CERTIFICATE:

I, KURT BAEHMANN AND DALE BAEHMANN HEREBY CERTIFY THAT I HAVE CAUSED THE LAND SHOWN AND
DESCRIBED HERON TO BE SURVEYED, DIVIDED AND MAPPED AS REPRESENTED ON THIS CERTIFIED SURVEY MAP.
WE ALSO CERTIFY THAT THIS CERTIFIED SURVEY MAP IS REQUIRED BY s236.10 OR s 236.12 TO BE SUBMITTED TO
THE FOLLOWING FOR APPROVAL OR OBJECTION: AN IMPACT FEE FOR THE NEW LOT SHALL BE PAID PER "TOWN
CODE".

CITY OF CEDARBURG PLAN COMMISSION
CITY OF CEDARBURG COMMON COUNCIL

KURT BAEHMANN

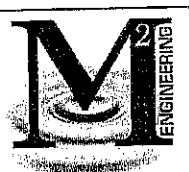
DALE BAEHMANN

STATE OF WISCONSIN)
OZAUKEE COUNTY)s.s.

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 2020, THE ABOVE NAMED, KURT
BAEHMANN AND DALE BAEHMANN, KNOWN TO BE THE SAME PERSONS WHO EXECUTED THE FOREGOING
INSTRUMENT AND ACKNOWLEDGED THE SAME.

(NOTARY SEAL) _____ NOTARY PUBLIC, _____ COUNTY, WISCONSIN.

MY COMMISSION EXPIRES _____



December 2, 2019

A regular meeting of the Plan Commission of the City of Cedarburg was held on Monday, December 2, 2019 at Cedarburg City Hall, W63 N645 Washington Avenue, second floor, Council Chambers. The meeting was called to order at 7:01 p.m. by Vice Chairperson Mark Burgoyne

Roll Call: Present - Mark Burgoyne, Adam Voltz, Kip Kinzel, Heather Cain, Sig Strautmanis

Excused - Mayor Michael J. O'Keefe, Council Member Patricia Thome

Also Present - City Planner Jon Censky, Administrative Assistant Victoria Guthrie, news media

STATEMENT OF PUBLIC NOTICE

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

APPROVAL OF MINUTES

A motion was made by Commissioner Kinzel to approve the minutes of November 4, 2019 as presented. The motion was seconded by Commissioner Strautmanis and carried without a negative vote, with Mayor O'Keefe and Council Member Thome excused.

COMMENTS AND SUGGESTIONS FROM CITIZENS

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

RECOMMENDATION FOR LAND ACCEPTANCE OF 0.0525-ACRE REMNANT PARCEL LOCATED SOUTH OF THE LINCOLN BUILDING LOCATED AT W63 N643 HANOVER AVENUE – CEDARBURG SCHOOL DISTRICT

The Cedarburg School District recently discovered that they own a small landlocked triangular shaped piece of land located in the parking lot/driveway directly south of the Lincoln Building. It is assumed that this remnant parcel was inadvertently left out of the land assembly when this land was transferred from the School District to the City back when the City assumed ownership of City Hall, the Lincoln building, the Community Gym and the surrounding Property. Out of concern for liability, the School District now proposes to resolve this oversight by working with City Attorney Mike Herbrand to transfer the title of that parcel to the City by a Quit Claim Deed.

According to **Section 2-4-5(e)(2) Government and Administration, Boards, Commissions and Committees**, the Common Council or officer of the City having authority thereon shall refer to the Plan Commission for review and recommendation of ***“...the ...acceptance..., acquisition of land for...area for parking vehicles...or public grounds.”*** Accordingly, Commissioners are being asked to recommend acceptance of this remnant parcel to the Common Council to be incorporated into adjacent City property. City Staff has reviewed the request and recommends approval of acceptance.

Action:

A motion was made by Commissioner Cain to approve the acceptance of the remnant parcel south of the Lincoln Building located at W63 N643 Hanover Avenue. This motion was seconded by Commissioner Voltz and carried without a negative vote, with Mayor O’Keefe and Council Member Thome excused.

REQUEST APPROVAL OF AN EXTRATERRITORIAL LAND DIVISION FOR PROPERTY LOCATED AT 8535 BRIDGE STREET, TOWN OF CEDARBURG – ROGER LUEDER

Petitioner Lueder is seeking approval to divide his 2.42-acre parcel of land located at 8535 Bridge Street in the Town of Cedarburg into two separate lots of 1.3-acre (57,224sf) and 1.1-acre (48,191sf) in size. While this parcel is in the Town of Cedarburg, it is within the City’s Extraterritorial Plat approval jurisdiction and therefore Commission approval is required. Since this land division will not result in the dedication of public right-of-way, Common Council approval is not necessary. This CSM was reviewed and approved by the Town of Cedarburg Plan Commission on November 6, 2019. City Staff has no reason to object to this request and therefore recommends approval.

Action:

A motion was made by Commissioner Kinzel to approve an extraterritorial land division for the property located at 8535 Bridge Street. This motion was seconded by Commissioner Cain and carried without a negative vote, with Mayor O’Keefe and Council Member Thome excused.

COMMENTS AND ANNOUNCEMENTS BY PLAN COMMISSIONERS

No comments or announcements were offered by Commissioners.

MAYOR’S ANNOUNCEMENTS

Mayor O’Keefe was not present; therefore, no announcements were made.

CITY OF CEDARBURG

MEETING DATE: January 13, 2020

ITEM NO: 8.E.

TITLE: Consider approval of a CSM to split a 1.49-acre parcel from the 57-acre parent parcel at W74 N1204 Washington Avenue; and action thereon (Plan Comm. 1/06/2020)

ISSUE SUMMARY: The applicant is requesting certified survey map approval to split a 1.49 acres parcel, with the family home, from the 57-acre parent parcel located at W74 N1204 Washington Avenue. While this property was annexed into the City in 2008 along with the City's Business Park lands and adjacent lands, sanitary sewers have yet to be extended to this site. Consequently, this home is one of a few in the City that is not served by the City's public sanitary sewer system. Staff notes that once the sanitary sewer system becomes available the future homeowner will have one year to connect. Since this land division results in the dedication of the ultimate road right-of-way for Washington Avenue, Common Council approval is required.

STAFF RECOMMENDATION: Staff's review of the Certified Survey Map indicates full compliance with the dimensional requirements of the Zoning Code and therefore approval is recommended subject to the owner connecting to the City's sanitary sewer system within one year of its availability.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: At their January 6, 2020 meeting, the Plan Commission recommended approval be unanimous vote.

ATTACHMENTS:

- Unapproved minutes from the January 6th Plan Commission Minutes
- Copy of the Certified Survey Map.

INITIATED/REQUESTED BY: Kurt Baehmann

FOR MORE INFORMATION CONTACT: Jonathan P. Censky, City Planner, 262-375-7610

Dec 23, 2019

Cedarburg Planning Commission,

We are requesting the creation of a new parcel for the house that is on the northwest corner of the Baehmann family property. The house already has a separate address, W74N1204 Washington Ave, Cedarburg. The entire 57 acres was purchased by Edmund and Ruth Baehmann in 1949, with the house being built sometime in the mid-1950s. The entire property was originally in the Town of Cedarburg and was annexed into the City in 2006. We have created a proposed 1.5-acre parcel, large enough so that there is a sufficient buffer between the residence and any future development.

Thank you very much for your consideration,

Kurt & Elizabeth Baehmann, Dale Baehmann



Anthony J. Gromacki, PLS

Project Surveyor
M Squared Engineering, LLC
W62N215 Washington Avenue
Cedarburg, WI
P. 262.376.4246 C. 262.844.4404
tgromacki@msquaredengineering.com

W7600

W7400

W7200

W7000

W6800

W6600

W6400

W6200

W6000

W5800

W5600

W5400

15

HWY 60

FUTURE
BUSINESS
PARK

WIRTH

STROEBEL
MULTI-FAMILY

BAEHMANN

THE
GLEN

TOWN OF CEDARBURG

22

PARKVIEW
SCHOOL

COUNTY
PUBLIC UTILITIES

PINE HILL
PARK

REQUEST APPROVAL FOR INFILL LOT FOR NEW HOME LOCATED DIRECTLY EAST OF N50W7384 WESTERN ROAD – EDWARD PFISTER & BROOKE BENNETT-PFISTER

This lot is located in an area that is predominantly developed and therefore is classified as an infill lot. Planner Censky stated that the plans are in compliance with the dimensional requirements of the Rs-3 Zoning District. While this site is adjacent to an older (circa 1860) home directly to the east, it does have newer homes to the north, west and across Western Road to the south. Accordingly, Commissioners will need to take the entire neighborhood into consideration and determine that the size and design reflects the character of the general neighborhood.

Petitioner Pfister provided samples of materials for Commissioners review, which included LP Smartside siding and trim, cedar siding, and asphalt shingles.

Commissioner Voltz observed that there is no apparent predominant character of the homes on Western Road as there are in other neighborhoods. Commissioner Burgoyne added that he believes the 2,400 square foot home is an attractive size and fits into the surrounding neighborhood.

Action:

A motion was made by Commissioner Strautmanis to approve the infill lot for a new home located directly east of N50W7384 Western Road. This motion was seconded by Commissioner Voltz and carried without a negative vote.

REQUEST APPROVAL FOR LAND DIVISION OF 1.5-ACRE PARCEL FROM 57-ACRE PARENT PARCEL LOCATED AT W74N1204 WASHINGTON AVENUE – KURT BAEHMANN

Commissioner Strautmanis recused himself from voting on this motion.

Petitioner Baehmann is requesting approval of the certified survey map provided, which splits their family home on a 1.5-acre parcel from their parent 57-acre mini golf course site. Although this property was annexed into the City in 2008, sanitary sewers have not yet been extended to this site; consequently, this home is one of a few in the City that is not served by the City's public sanitary sewer system. City Staff noted that once the sanitary sewer system becomes available, the future homeowner will have one year to connect to City sewer.

Normally, when processing a request like this, the City would first address the Comprehensive Land Use Plan and Zoning to make sure they are consistent with each other in reflecting the land use. However, since the home already exists and the proposed land division will have no effect on the land use, coupled with the fact that the City is currently in the planning process for this site and adjacent lands as part of a future business park, City Staff suggests to hold off on the Land Use Plan Amendment and

Rezoning process at this time. Currently, the Comprehensive Land Use Plan has this site classified as Commercial and the site is zoned P-1 (temporary).

Since this request is to simply split the existing family home from the mini golf course property for residential purposes, City Staff recommends approval. This land division will serve to dedicate the ultimate road right-of-way for the Washington Avenue frontage; therefore, Common Council approval is necessary as well.

Action:

A motion was made by Commissioner Burgoyne to recommend approval of the land division of the 1.5-acre parcel from the 57-acre parent parcel located at W74N1204 Washington Avenue to the Common Council. This motion was seconded by Council Member Thome and carried without a negative vote, with Commissioner Strautmanis recused.

COMMENTS AND ANNOUNCEMENTS BY PLAN COMMISSIONERS

Commissioner Burgoyne wanted to call attention to the furniture display at Kettle Moraine Appliance off Cardinal Drive, to make sure it is in compliance with the conditions that were discussed at length with the Amish Craftsman Guild during the September 10, 2019 Plan Commission meeting. Planner Censky will verify compliance.

MAYOR'S ANNOUNCEMENTS

Mayor O'Keefe had no announcements.

ADJOURNMENT

A motion was made by Council Member Thome, seconded by Commissioner Kinzel, to adjourn the meeting at 7:29 p.m. The motion carried without a negative vote.

Victoria Guthrie
Administrative Assistant

CITY OF CEDARBURG

MEETING DATE: January 13, 2020

ITEM NO: 8H

TITLE: Consider Ordinance 2020-01 amending Sections 15-1-32 through 15-1-34 of Cedarburg's Electrical Code; and action thereon

ISSUE SUMMARY: The Wisconsin Department of Safety and Professional Services (WDSPS) requires that the City adopt SPS 316 in its entirety in order to maintain jurisdiction over commercial electrical permitting and inspection. The Council passed an ordinance in August of 2019 and staff was under the impression that it was compliant. However, WDSPS notified Clerk Woodall-Vogg in December that our ordinance did not meet the requirements, identifying three sections that were in conflict with SPS 316.

Building Inspector Baier and Clerk Woodall-Vogg have again revised the code in order to comply with SPS 316. WDSPS has provided conditional approval for the City of Cedarburg to keep commercial inspection authority, contingent on the Council adopting this ordinance to receive unconditional approval.

STAFF RECOMMENDATION: Adopt Ordinance 2020-01

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: None

ATTACHMENTS: Ordinance 2020-01

December 19th Letter from WDSPS Granting Conditional Approval Upon Revisions

December 16th Letter from WDSPS Denying Request

INITIATED/REQUESTED BY: Building Inspector Michael Baier/Clerk Claire Woodall-Vogg

FOR MORE INFORMATION CONTACT: Michael Baier 262-376-3911; Claire Woodall-Vogg 262-375-7606

ORDINANCE NO. 2020-01

An Ordinance Amending Sections 15-1-32 through 15-1-34 of the City of Cedarburg Code of Ordinances

The Common Council of the City of Cedarburg, Wisconsin, does hereby ordain as follows:

Section 1. Section 15-1-32 through 15-1-34 of the City of Cedarburg Code of Ordinances is amended as follows:

~~SEC. 15-1-32—LICENSES FOR ELECTRICIANS.~~

- (a) ~~—~~ **License Fee.** The fees for electrical licenses shall be as provided in Section 5-1-101.
- (b) ~~—~~ **Term of License.** All electrical licenses shall expire on December 31 following the date of issuance unless sooner revoked. There will be no prorating of any license. If a license is permitted to lapse for a period of one (1) year or more, the Inspector shall determine in each instance whether an examination shall be required of the applicant. Any applicant not possessing a valid license from another municipality requiring certification shall be required to be certified by the State of Wisconsin by successfully passing the examination and certification for master electrician in order to be licensed in the City of Cedarburg.
- (c) ~~—~~ **When License Required** Without limitation by reason of enumeration, no person other than a person who is performing such work as an employee of and for the holder of a license shall install, alter, repair, remove, renew, replace, disturb, connect, disconnect or maintain any electrical equipment or accept any payments therefor without having first procured a license or a renewal thereof as regulated by this Chapter.
- (d) ~~—~~ **Authority of Applicant.** Applicants for a license and renewals thereof shall designate in writing that the person who applies for a license hereunder will be the individual himself, an officer or full-time employee of the applicant's business concern and that such person will have complete and unquestionable authority and supervision over all matters regulated by this Chapter.
- (e) ~~—~~ **Revocation or Suspension of License.**
 - (1) ~~—~~ The Inspector may suspend or revoke any electrical license upon proof that such license was obtained by fraud or misrepresentation or through gross error, or that the holder thereof is incompetent or has been guilty of any dishonest practice or practices in connection with his work as a licensee, provided that before any license is suspended or revoked, the holder thereof shall be given a written notice enumerating the charges and specifying a date, not less than ten (10) days after the service of such notice, on which the holder shall be given a hearing before the Council. He shall have the right to present testimony by himself and others on such appeal and may be represented by agent or attorney before the Council. The City Attorney shall represent the Council at any such hearing or appeal. The findings of the Council on appeal shall be final, except that any license holder who feels aggrieved thereby shall have the right to further prosecute his case before any court of competent jurisdiction.

- (2) ~~A license may be suspended for a period not exceeding one (1) year. Whenever a license has been so suspended, the former holder thereof shall have the same status as a person not previously licensed.~~
- (f) ~~**Termination of License.** If the full time services of the supervising electrician are interrupted or terminated, the holder of the license shall immediately notify in writing the Electrical Inspector and such license shall become null and void thirty (30) days after such continuing interruption or termination. At the expiration of such time, the licensee shall cease to do electrical work until a new application is filled as provided hereunder and a new license is issued. In such case, no additional license fee shall be paid within the same license year.~~
- (g) ~~**Transfer Prohibited.** No license issued in accordance with the provisions of this Chapter shall be assignable or transferable, and no license shall be used by persons other than the licensee.~~
- (h) ~~**Renewals.** Renewal licenses shall be issued by the Electrical Inspector and shall not require review and approval by the Inspector unless a renewal be denied, in which case the applicant may appeal to the Council within ten (10) days after notice in writing of such denial.~~

SEC. 15-1-33 PERMITS FOR ELECTRICAL WORK.

- (a) **Permits.** The Electrical Inspector shall issue permits for the execution of electrical installations for light, heat or power upon the filing of proper application which shall be made on forms furnished by the Inspector and shall prescribe the nature of the work as well as such other information as may be required for inspection. In no case shall any electrical work be done unless a permit has been obtained and service location approved by the manager of the Light and Water Commission.
- (b) **Exemptions.**
- (1) Any person manufacturing or requiring electrical apparatus and equipment and employing a competent electrician shall not be required to have a permit for his or its testing equipment.
 - (2) No permit shall be required for minor repair work such as repairing drop cords, flush and snap switches, replacing fuses, changing lamp sockets.
 - (3) No permits shall be required for repairs made necessary for the proper maintenance of an existing installation
- (c) **Temporary Work** On applying for permit for temporary work, a specified period of time for which such wiring is to remain in service must be stated. Service shall be put off at the end of this period and shall not again be connected without written permission from the Electrical Inspector. For buildings where conduit wiring is required special permits for temporary work may be granted by the Electrical Inspector for the installation of open work and exposed wiring, lights, power for building operations, display, decorative lighting, etc., for use for a limited period subject to discontinuance and complete removal at expiration and to condemnation and revocation within such period.
- (d) ~~**Emergency Work** In emergency work the person doing or causing such work to be done shall report the same to the Electrical Inspector immediately after beginning work on forms furnished by the Electrical Inspector, and such work shall be done in accordance with this Code.~~

- (e) **Fees.** Fees for permits for electrical installation shall be found in Section 5-1-101.
- (f) **Reinspections.** Where additional inspections are made necessary by reason of neglect to make corrections in work found faulty, defective or incomplete at the expiration of the time limit set for the reinspection as specified in notice duly served, the inspection fee shall be as provided in Section 15-1-101 for each reinspection.
- (g) **Fee Exemption.** No permit fee shall be required for a permit issued for overhauling existing installations or replacing work condemned by the Electrical Inspector. However, a permit shall be procured before starting work.
- (h) **Double Fees.** If the licensee fails to obtain a permit before work on the electrical installation has been started, except in emergency cases, the total fees for such permit shall be double the fees required. No further permits are to be issued to any licensee until all arrears in fees have been paid and all lawful orders of the Electrical Inspector shall have been complied with.
- (i) **Municipal Electrical Work.** No permit fee shall be required for a permit issued to a licensee for doing any electrical work on or in any building owned by the City. A permit, however, must be procured before the commencement of any work in such building.

~~SEC. 15-1-34 CONSTRUCTION REQUIREMENTS.~~

- ~~(a) **Wisconsin State Electrical Code.** All wiring shall be done according to the Wisconsin State Electrical Code, Volume 2, ILHR Chapter 16.~~
- ~~(b) **General.** No certificate of inspection shall be issued unless the electric light, power or heating installation and all other electrical apparatus connected with it are in strict conformity with the provisions of this Chapter and the rules and regulations of the Wisconsin State Electrical Code.~~
- ~~(c) **Unsafe Equipment.** No firm shall keep or offer for sale, or sell for use within the City, any equipment or fixtures designed or intended to be used for the production, transmission or utilization of electrical current or power, if said apparatus, equipment or fixtures when installed for use would be unsafe or dangerous.~~
- ~~(d) **Signs.** Electrically illuminated signs shall not be hung or erected until after inspection and approved by the Electrical Inspector unless such sign has otherwise been approved.~~
- ~~(e) **Service.** (Ord. 94-09)~~
 - ~~(1) All service locations in the City of Cedarburg and Cedarburg Light & Water Utility Franchised Area shall be approved by a representative of the Cedarburg Light & Water Commission. All calls for locations shall be made to 375-7650 between the hours of 8:30 a.m. and 4:00 p.m., Monday through Friday.~~
 - ~~(2) All splice boxes must be approved by the Utility.~~
- ~~(f) **Conduit.** (Ord. 94-09)~~
 - ~~(1) Service entrance conductors for all light, heat or power installation shall be encased in either rigid galvanized conduit, electrical metallic steel tubing, or schedule 80 PVC and shall be continuous from service outlet to service entrance switch or circuit breaker.~~
 - ~~(2) Where the conduit is extended above the roof line as a service drop, a minimum of two (2) inch R1010 galvanized conduit shall be used. The weather head shall not extend more than thirty (30) inches above the roof line.~~

- (3) ~~All underground service shall be installed according to Cedarburg Light and Water specifications.~~
- (4) ~~The riser conduit shall be 2" Rigid Galvanized or Schedule 80 PVC, without couplings or elbow, but with bushing or bell end. Conduit shall be installed a minimum of 18" below the finished grade. As an alternate to above, a 200 Amp Residential Meter Pedestal, Milbank, Catalog No. U1643 O-KK with a 15" extension or equal may be used.~~
- (g) ~~**Meter.** (Ord. 94-09)~~
- (1) ~~One family dwelling URD Services shall be a minimum of 100 Amps, but the URD meter base shall be a minimum of 200 Amps.~~
- (2) ~~On outdoor overhead and URD Services, the center of the meter shall have a maximum height of five (5) feet and a minimum height of three (3) feet and six (6) inches above the finished grade.~~
- (3) ~~Where two or more meter sockets are located adjacent (side by side) at any given location, each meter socket must be clearly marked for identification of the area (unit, apt., flat, etc.) which it serves. Failure to do so will result in the delay of installation of the meter by the Utility.~~

Section 2. Effective Date. This ordinance shall take effect upon passage and publication as provided by law.

Passed and adopted by the Common Council of the City of Cedarburg this 13th day of January, 2020.

Michael O'Keefe, Mayor

Attest:

Claire Woodall-Vogg, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney



Tony Evers, Governor
Dawn Crim, Secretary

December 19, 2019

Claire Woodall-Vogg, Clerk
City of Cedarburg
W63 N645 Washington Ave
Cedarburg, WI 53012
cwoodall-vogg@ci.cedarburg.wi.us

VIA EMAIL

Re: City of Cedarburg Jurisdiction Request for Commercial Electrical Permitting and Inspecting

Dear Claire Woodall-Vogg,

I am pleased to inform you that your municipality is **CONDITIONALLY APPROVED** under Wis. Admin. Code § SPS 316.011(1) to exercise jurisdiction over the inspection of electrical wiring installations at farms, public buildings, places of employment, campgrounds, manufactured home communities, public marinas, piers, docks, or wharves and recreational vehicle parks.

Pursuant to Wis. Stat. §§ 101.02 (5) and (15) and 101.82 (2m), the Department conditionally delegates your municipality the primary responsibility to perform commercial electrical permitting and inspecting for all installations under Wis. Admin. Code § SPS 316.012(1)(a) to be constructed within the limits of your municipality. An exception to this delegation is that our agency retains jurisdiction for permitting and inspecting for all state-owned buildings pursuant to Wis. Stat. § 13.48(13).

As a condition of this **CONDITIONALLY APPROVED** delegation, you are required to comply with the following:

- Submit a copy of your municipality's approved ordinance to the Department, as provided in [Wis. Admin. Code § SPS 316.011\(1\)\(a\)3](#), as soon as it becomes available.
- Maintain your municipality's registration as an inspection agency.
- Provide the Department with a copy of any revisions to your municipality's electrical ordinance.
- Employ or contract with certified commercial electrical inspectors or independent inspection agencies.
- Provide the Department with any changes to the names of its certified commercial electrical inspectors and independent inspection agencies employed or contracted by the municipality.

If your municipality chooses to relinquish jurisdiction, please follow the provisions of Wis. Admin. Code § SPS 316.011(1)(c) by providing the Department with a 60-day notice prior to the day upon which your municipality intends to relinquish jurisdiction.

I understand that Andrew Lyneis will be the commercial electrical inspector responsible for enforcement and has the proper certification to do so.

Our electrical consultant for your area, Anthony Tadysak, at (262) 895-9078, is available to assist in any questions or concerns your municipality may have with implementing commercial permitting and inspecting services.

The Division of Industry Services looks forward to working with you.

Sincerely,

Michael D. McNally Jr.
Section Chief, Electrical Program

cc: Garry Krause, Bureau Director, Technical Services Bureau
Anthony "Tony" Tadysak, Electrical Consultant, Technical Services Bureau



Tony Evers, Governor
Dawn Crim, Secretary

December 16, 2019

VIA EMAIL

Claire Woodall-Vogg, Clerk
City of Cedarburg
W63 N645 Washington Ave
Cedarburg, WI 53012
cwoodall-vogg@ci.cedarburg.wi.us

Re: City of Cedarburg Jurisdiction Request for Commercial Electrical Permitting and Inspecting

Dear Claire Woodall-Vogg,

Unfortunately, your municipality has not met all the requirements under the provisions of Wisconsin Administrative Code § SPS 316.011(1) to exercise jurisdiction over the inspection of electrical wiring installations at farms, public buildings, places of employment, campgrounds, manufactured home communities, public marinas, piers, docks, or wharves and recreational vehicle parks.

Please note that your municipality's electrical code does not meet the requirements of Wis. Admin. Code § SPS 316. Revise your ordinance to address the issues identified and provide the Department with an updated copy of your ordinance.

- § 15-1-32 specifies license requirements for electricians. A municipality cannot enforce additional license requirements per [Wis. Stat. §§ 101.861 \(1\) and \(2\)](#).
- § 15-1-33(d) specifies requirements for emergency work that are in conflict with [Wis. Admin. Code § SPS 316.940\(2\)\(c\)2](#).
- [Wis. Stat. § 101.86\(1\)\(a\)](#) allows municipalities to exercise jurisdiction if the adopted electrical code strictly conforms with the state electrical wiring code. §15-1-34 of your ordinance specifies electrical construction requirements that are more restrictive than Wis. Admin. Code § SPS 316.

If your municipality has any questions related to the Wisconsin Electrical Code Chapter SPS 316, please contact the Electrical Program Manager, Etta Strey, within the Department's Division of Industry Services at (920) 492-2232 or etta.strey@wisconsin.gov.

Sincerely,

Michael D. McNally Jr.
Section Chief, Electrical Program

cc: Garry Krause, Bureau Director, Technical Services Bureau
Electrical Program Staff, Technical Services Bureau

CITY OF CEDARBURG

MEETING DATE: January 13, 2020

ITEM NO: 8.I.

TITLE: Consider changes to Common Council Policies CC-13 (Performance Evaluation), CC-19 (Merit Pay Bonuses) and CC-30 (Employee Evaluations) as recommended by the Personnel Committee; and action thereon

ISSUE SUMMARY: The City Administrator and Personnel Committee have clarified evaluation procedures and created three different types of evaluations, dependent upon the employee's job responsibilities and position.

- CC-13: Employee Performance Evaluation
 - No notable changes except that this policy will be consistently implemented by department heads and supervisors under the supervision of the City Administrator
- CC-19: Pay, Annual Compensation, Increases and Salary Bonuses
 - Clarified that all pay increases are based upon merit. A base amount that takes into consideration cost of living increases and market adjustments, will be set annually for employees who are meeting expectations. An additional amount, not to exceed 2% above the base increase, may be awarded to employees not at the top of their pay range upon the recommendation of the Department Head and approval of the City Administrator.
- CC-30 Employee Evaluation
 - Three different evaluations were created, tailored for the nature of employees' job duties:
 - City Administrator Evaluation – to be conducted annually by all members of the Council and the Mayor.
 - Employee Evaluations (all exempt employees, as well as employees who supervise or have advanced, independent job duties) – includes a self-evaluation and self-assessment, performance review, and goal setting/action planning.
 - All Other Staff (crew members, secretaries/administrative assistants, and other non-exempt personnel) – includes job specific criteria for evaluation, completed by the supervisor and reviewed with the employee.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: At their January 7, 2020 meeting, the Personnel Committee recommended approval by unanimous vote.

BUDGETARY IMPACT: Evaluations for all staff other than the City Administrator will be conducted by April 1st annually. The City Administrator will be reviewed by August 1st annually. All pay increases will be presented annually during the budget process, subject to Common Council approval.

ATTACHMENTS:

- Policies CC-13, CC-19 and CC-30
- City Administrator Evaluation
- Employee Evaluation
- All Other Staff Evaluation
- Merit Pay Form and Performance Improvement Plan

INITIATED/REQUESTED BY: Personnel Committee

FOR MORE INFORMATION CONTACT: Mikko Hilvo, City Administrator, 262-375-7606

**CITY OF CEDARBURG
PERSONNEL COMMITTEE
January 7, 2020**

**PER20200107-1
UNAPPROVED**

A meeting of the Personnel Committee of the City of Cedarburg, Wisconsin, was held on Tuesday, January 7, 2020 at City Hall, W63 N645 Washington Avenue, lower level, room 1. The meeting was called to order at 6:00 p.m. by Council Member Patricia Thome.

Roll Call: Present - Council Members Patricia Thome (Chair), Sherry Bublitz, Rod Galbraith

Also Present - City Administrator Mikko Hilvo, City Clerk Claire Woodall-Vogg

STATEMENT OF PUBLIC NOTICE

Council Member Thome 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 had requested copies, and by posting in accordance with the Wisconsin Open Meetings law.

APPROVAL OF MINUTES

Motion made by Council Member Bublitz, seconded by Council Member Galbraith, to approve the minutes of the September 23, 2019 Personnel Committee meeting. Motion carried without a negative vote.

CONSIDER CHANGES TO COMMON COUNCIL POLICIES CC-13 (PERFORMANCE EVALUATION), CC-19 (MERIT PAY BONUSES) AND CC-30 (EMPLOYEE EVALUATIONS) AND MAKE RECOMMENDATION TO THE COMMON COUNCIL

City Administrator Hilvo presented an overview of updated evaluation procedures. He created three different types of evaluations, dependent upon the employee's job responsibilities and position.

- CC-13: Employee Performance Evaluation
 - No notable changes except that this policy will be consistently implemented by department heads and supervisors under the supervision of the City Administrator
- CC-19: Pay, Annual Compensation, Increases and Salary Bonuses
 - Clarified that all pay increases are based upon merit. A base amount that takes into consideration cost of living increases and market adjustments, will be set annually for employees who are meeting expectations. An additional amount, not to exceed 2% above the base increase, may be awarded to employees not at the top of their pay range upon the recommendation of the Department Head and approval of the City Administrator.
- CC-30 Employee Evaluation
 - Three different evaluations were created, tailored for the nature of employees' job duties:
 - City Administrator Evaluation – to be conducted annually by all members of the Common Council and the Mayor.
 - Employee Evaluations (all exempt employees, as well as employees who supervise or have advanced, independent job duties) – includes a self-evaluation and self-assessment, performance review, and goal setting/action planning.

- All Other Staff (crew members, secretaries/administrative assistants, and other non-exempt personnel) – includes job specific criteria for evaluation, completed by the supervisor and reviewed with the employee.

Council Member Galbraith clarified that only department heads will be making recommendations for raises based upon the employee evaluations – not line supervisors. He also received clarification from City Administrator Hilvo that there will not be a pool of money to divvy up each year for raises. Instead, evaluations will take place by April 1 of each year and raises would not take effect until the following fiscal year under the approved budget. City Administrator Hilvo agreed to update the Merit Pay Form to remove the employee and supervisor signature. Only the Department Head and City Administrator will request raises.

Council Member Bublitz asked if the Library would be using this evaluation procedure. City Administrator Hilvo said that the Library Board can use any tool they would like to review the Library Director. However, he anticipates that the Library and Cedarburg Light & Water will consider adopting this structure and these procedures for reviewing their own staff. Council Member Bublitz asked that these documents be forwarded to Sue Karlman, President of the Library Board.

Discussion took place regarding the length and complexity of the Administrator's evaluation. The Committee decided to leave it as it has been designed, since it is only conducted for one employee once a year.

Motion made by Council Member Bublitz, seconded by Council Member Galbraith, to recommend Common Council adoption of the presented changes to policies CC-13 (Performance Evaluation), CC-19 (Merit Pay Bonuses) and CC-30 (Employee Evaluations). Motion carried without a negative vote.

NEXT MEETING DATE

Clerk Woodall-Vogg will send out a calendar survey for the next meeting date, which will be to discuss the creation of a wage ordinance.

ADJOURNMENT

Motion made by Council Member Galbraith, seconded by Council Member Bublitz, to adjourn the meeting at 6:55 p.m. Motion carried without a negative vote.

Claire Woodall-Vogg
City Clerk

**CITY OF CEDARBURG
POLICY/PROCEDURE MANUAL**

SUBJECT: EMPLOYEE PERFORMANCE EVALUATION

CC-13

General: A formal evaluation program provides employees feedback regarding their performance and career progress; and the City of Cedarburg, as the employer, is provided with an objective means of identifying and recognizing performance.

In addition, supervisory responsibility involves the accomplishment of work through other people. This requires that subordinates understand their job assignments; that they receive proper instruction or training; and that they be appraised of their performance on a regular basis, so that good performance will be reinforced and substandard performance can be corrected. The performance evaluation program, therefore, serves as a tool for supervisors to use to:

- a. Evaluate the performance of subordinate employees on a regular, formal basis;
- b. Promote common understanding of individual and organizational needs, objectives and standards of performance;
- c. Provide employees with feedback as to how well the supervisor feels they are meeting expectations;
- d. Identify employee training and career development needs;
- e. Set individual and departmental goals and objectives for future performance review.

Procedures: A. New Employees. All new, full-time and regular part-time employees will receive a performance evaluation no later than 30 days prior to the end of their probationary period. The supervisor shall communicate his or her opinion of the performance evaluation to the City Administrator prior to the end of the new employee's probation period. The probationary period may be extended, in consultation with the City Administrator, on a discretionary one-time basis for a period up to 90 days.

Irrespective of the foregoing schedule, it is understood that informal evaluations and counseling of a new employee by the supervisor may also take place on a routine, as-required basis from the first day of employment.

- B. Promoted Employees. Any employee transferred or promoted to a different or more responsible position will be evaluated by his or her supervisor 30 days prior to the scheduled completion of the probationary period. Once the probationary period has been satisfactorily completed the employee will receive annual performance evaluations as specified below.
- C. Non-Exempt Employees. All regular, full-time employees who have satisfactorily completed their probationary period shall receive a formal performance evaluation each year, and at such other times as deemed appropriate by each employee's supervisor.

- D. Exempt Employees. All regular employees of the City of Cedarburg, including supervisors and Department Heads, will receive a formal performance evaluation once each year. This will be scheduled to allow for any reclassification or merit pay increase which may be subsequently approved to be incorporated into the City's annual operating budget for the following year.
- E. Department Heads. The City Administrator will evaluate each department head and make wage adjustment recommendations to the Council during the budget process. The Library Director will be reviewed by the Library Board instead of the City Administrator.
- F. City Administrator. The Mayor and the Common Council will evaluate the City Administrator.
- G. Special Evaluations. In addition to regular, annual evaluations, special performance evaluations may be initiated by an employee's supervisor at any time during the year in order to document superior job performance or substandard performance. Follow-up evaluations may be scheduled to occur as necessary. If satisfactory improvement is not achieved, the supervisor will recommend a course of action which may include additional training; retraining and reassignment to another position, if available, or termination of employment.
- H. Evaluation Forms. The performance evaluations will be completed by each employee's supervisor utilizing the employee evaluation forms in CC-30.
- I. Review. The completed performance evaluation form will be reviewed by the employee evaluated, who shall be given the opportunity of entering written comments regarding any aspect of the evaluation. In addition, the evaluation shall be reviewed by the supervisor of the individual performing the evaluation and the City Administrator. Upon completion of review, the performance evaluations shall be placed on file in each employee's personnel record.
- J. Evaluation Changes. Normally the supervisor's evaluation of an employee will be deemed correct. If there is substantial difference of opinion between the employee and his/her supervisor, the employee may request a meeting to discuss the performance evaluation with the supervisor and the individual who reviewed the evaluation and suggest changes to the evaluation. If the supervisor does not agree to make changes suggested by the employee, the employee may choose to add their comments to the appropriate section of the evaluation form or an attached memorandum.

Approved: 5/31/88
Adopted: 6/13/88
Revised: 11/30/92
Revised: 10/11/04
Revised: 1/13/20

**CITY OF CEDARBURG
POLICY/PROCEDURE MANUAL**

**SUBJECT: PAY, ANNUAL COMPENSATION
INCREASES AND SALARY BONUSES**

CC-19

STARTING PAY. The City's pay system for all employees is based upon minimum to maximum salary ranges for each position as established by the Common Council through the salary ordinance. An individual's placement in the range at initial hire is determined by the City Administrator, with approval from Personnel Committee for Department Heads and is based upon experience, education, qualifications, job requirements and other factors pertinent to setting an appropriate pay level.

ANNUAL COMPENSATION INCREASES. All pay increases are based on merit. Employees will be considered for a pay increase at the end of each calendar year as part of the performance evaluation process. An employee's annual salary increase is comprised of two components:

- A. The **base** amount takes into account cost of living increases, increased responsibility, relationships to other positions within the City's organization and comparisons to similar increases and positions in other municipal jurisdictions.
- B. An **additional** amount, not to exceed 2% above the base increase may be awarded to employees not at the top of their pay range upon recommendation of the Department Head and approval of the City Administrator. Department Heads not at the top of their pay range may be awarded an additional amount upon the recommendation of the City Administrator and approval of the Common Council. This increase is to recognize sustained high performance, increased ability and/or knowledge, accuracy, additional responsibilities, team effort and other criteria as identified during the annual performance evaluation.

Each year employees will be considered for an increase ranging from zero to the total of the base and additional amount. Based on the salary ordinance, employees below the midpoint of their salary range can receive an additional 2% raise in addition to cost of living adjustment (COLA). Employees at midpoint and 3rd quartile can receive up to 1% and COLA. Employees at the very top of their pay grade will receive COLA unless otherwise directed by the Council. (i.e., if the base increase is 2%, then an employee may receive an increase of up to 4% if they are below the midpoint of their salary range.) All pay raises are based on market data and performance evaluations.

MERIT PAY REQUEST FORM

Any increase beyond the base must be requested through the use of the merit pay request form. This form along with the most recent performance evaluation must be given to the City Administrator before August 1, for the employee to be considered for a merit pay increase for the following year. All merit pay recommendations will be reviewed and approved by the Administrator.

UNACCEPTABLE PERFORMANCE REVIEW OR REDUCTION IN DUTIES

An employee that receives an unacceptable performance review or has been given reduced job duties will not automatically receive a base salary increase. A department head or supervisor can make a request not to increase an employees' wage based on poor performance or reorganization of a position. This request must be done in writing to the City Administrator.

MARKET ADJUSTMENTS

When needed and based on the City Budget, market adjustments can be done at the discretion of the Personnel Committee and Common Council per the request of the City Administrator to update pay ranges or individual pay to a competitive level.

SALARY BONUS. In addition to an annual salary, all City employees are eligible for consideration for a salary bonus. Any Supervisor may initiate a recommendation to the City Administrator for a salary bonus for subordinate employees by citing specific and objective reasons to justify the recommendation for the bonus. The following criteria are used to make this determination:

- Development of a significant cost savings operational procedure
- Performance in a temporary work assignment at a higher level of responsibility
- An unusually high workload

Salary bonuses will be considered by the Common Council, meeting in executive session with the City Administrator and the Department Head of the employee under consideration. The bonus may be authorized in amounts deemed appropriate to the individual and his/her accomplishment. After approval, the bonus check will be personally presented to the employee by the Mayor and/or City Administrator, along with an expression of the City's appreciation for the accomplishment. The bonus will not have any impact on the base salary, and the fact that an employee is awarded a salary bonus in one year is no assurance that a bonus can be expected during the following year.

In order to fund the salary bonus program, the Common Council, with the assistance of the City Administrator, will approve the appropriate dollar amount during the annual budget process.

Approved: 11/30/92 Revised 2/11/2013
Revised: 09/28/2005 Revised 1/13/2020

**CITY OF CEDARBURG
POLICY/PROCEDURE MANUAL**

SUBJECT: EMPLOYEE EVALUATION

CC-30

General: This policy will guide Department Heads, Supervisors and Employees in the completion of the annual employee performance evaluation.

Policy: The City of Cedarburg utilizes three different evaluation tools. The first one is specific for the City Administrator position, the second is for all staff except public works, parks, forestry, water recycling crew members, and secretarial staff who are covered under the third evaluation tool.

1) Administrator Evaluation

This evaluation shall be completed by each member of the Common Council prior to August 1 of each year. The Mayor will then review the evaluations with the administrator and discuss goals and action plan for the following evaluation period.

2) Employee Evaluation (excluding public works, parks, forestry, water recycling crew members, custodial staff, and secretarial staff.)

Evaluation Process: This process enables the supervisor and the employee to meet and review the employee's performance. The evaluations are to be completed by April 1 of each year and given to the City Administrator for review prior to being placed in the employees personnel file. It consists of an employee self-evaluation & assessment, performance review and review of employees' essential job functions, and goal setting with an action plan.

A. Self-Evaluation and Self-Assessment

The first step is for the employee to complete a short answer self-evaluation and self-assessment form prior to meeting with the Supervisor.

B. Performance Review and Review of Essential Job Functions

The next step is for the Supervisor to complete the performance review form and provide feedback on essential job functions. Supervisor will need to look at the employees' job description to get the job function information for the review.

C. Discussion, Goal Setting, and Action Plan

In the final step, the Employee and Supervisor meet to review and discuss the evaluation. This is done in conjunction with goal setting and creation of an action plan.

There are two types of goals that can be set:

- A. **Work/Job Goals:** The planning process begins with the employee and the supervisor meeting to identify, discuss and prioritize the employee's major areas of responsibility, according to the current job description. Each major area of responsibility should be stated in clear and neutral terms. Examples are record keeping, training, safety, purchasing, and supervision.

Goal Examples:

1. Prepare a report by May 1 on the feasibility of computerizing the department's record keeping system. Include both a cost analysis and a possible timetable for implementation.
2. Have 60% of the staff certified in CPR by July 31.
3. Do a safety inspection of the building each month.
4. See that all safety hazards uncovered by monthly safety inspections are corrected within two weeks of discovery.
5. Reduce the part-time account by 15% by cross-training employees to cover for each other when they are off on sick leave.
6. Automate maintenance records of vehicles.

- B. **Personal goals:** The planning process begins with the employee and the supervisor meeting and discussing training and development needs for the next year. Goals in this area can be set up to improve or enhance employee skills or to assist the employee in developing new skills. Development goals can also focus on improving employee attributes such as getting along with others, decisiveness, judgment, problem solving etc.

Goal Examples:

1. Become more proficient in Excel. *How?* Take an approved course on Excel at the Technical College by June 1.
2. Strengthen your short-term planning and organization skills. *How?* Begin using a daily and weekly "To Do List". These lists are to be turned in at the end of each month.
3. Improve your interaction with other staff members. *How?* When disagreements with the other staff members occur, the discussion should be done in a constructive manner. When an agreement can't be reached, a supervisor should be involved.

- 3) Public works, parks, forestry, and water recycling crew members and secretarial staff evaluations.

This evaluation includes job specific criteria for evaluation. This form shall be filled out by the supervisor and then reviewed with the employee prior to April 1 of each year. The signed forms shall be given to the Administrator for review and then placed in the employees personnel file.

Approved: 3/31/14
Adopted: 3/31/14
Revised: 1/13/20



City Administrator
Performance Evaluation

City of Cedarburg

Evaluation period: _____

Governing Body Members Name

Each member of the governing body should complete this evaluation form, sign it in the space below, and return it to the Mayor.

deadline for submitting this performance evaluation is _____

Mayors Signature

Date

Governing Body Members Signature

Date Submitted

INSTRUCTIONS

This evaluation form contains ten categories of evaluation criteria. Each category contains a statement to describe a behavior standard in that category. For each statement, use the following scale to indicate your rating of the City Administrator's performance.

- 5 = Excellent (almost always exceeds the performance standard)
- 4 = Above average (generally exceeds the performance standard)
- 3 = Average (generally meets the performance standard)
- 2 = Below average (usually does not meet the performance standard)
- 1 = Poor (rarely meets the performance standard)

Any item left blank will be interpreted as a score of 3 = Average

This evaluation form also contains a provision for entering narrative comments, including an opportunity to enter responses to specific questions and an opportunity to list any comments you believe appropriate and pertinent to the rating period. Please write legibly.

Leave all pages of this evaluation form attached. Initial each page. Sign and date the cover page. On the date space of the cover page, enter the date the evaluation form was submitted. All evaluations presented prior to the deadline identified on the cover page will be summarized into a performance evaluation to be presented by the governing body to the City Administrator as part of the agenda for the meeting indicated on the cover page.

PERFORMANCE CATEGORY SCORING

1. INDIVIDUAL CHARACTERISTICS

- _____ Diligent and thorough in the discharge of duties, "self starter"
- _____ Exercises good judgment
- _____ Displays enthusiasm, cooperation, and willingness to adapt
- _____ Mental and physical stamina appropriate for the position
- _____ Exhibits composure, appearance and attitude appropriate for executive position

Add the values from above and enter the subtotal _____ / 5 = _____ score for this category

2. PROFESSIONAL SKILLS AND STATUS

- _____ Maintains knowledge of current developments affecting the practice of local government management
- _____ Demonstrates a capacity for innovation and creativity
- _____ Anticipates and analyzes problems to develop effective approaches for solving them
- _____ Willing to try new ideas proposed by governing body members and/or staff
- _____ Sets a professional example by handling affairs of the public office in a fair and impartial manner

Add the values from above and enter the subtotal _____ / 5 = _____ score for this category

3. RELATIONS WITH ELECTED MEMBERS OF THE GOVERNING BODY

- _____ Carries out directives of the body as a whole as opposed to those of any one member or minority group
- _____ Sets meeting agendas that reflect the guidance of the governing body and avoids unnecessary involvement in administrative actions
- _____ Disseminates complete and accurate information equally to all members in a timely manner
- _____ Assists by facilitating decision making without usurping authority
- _____ Responds well to requests, advice, and constructive criticism

Add the values from above and enter the subtotal _____ / 5 = _____ score for this category

4. POLICY EXECUTION

- _____ Implements governing body actions in accordance with the intent of Council
- _____ Supports the actions of the governing body after a decision has been reached, both inside and outside the organization
- _____ Understands, supports, and enforces local governments' laws, policies, and ordinances
- _____ Reviews ordinances and policy procedures periodically to suggest improvements to their effectiveness
- _____ Offers workable alternatives to the governing body for changes in laws

Add the values from above and enter the subtotal _____ / 5 = _____ score for this category

5. REPORTING

- ___ Provides regular information and reports to the governing body concerning matters of importance to the local government
- ___ Responds in a timely manner to requests from the governing body for reports
- ___ Takes initiative to provide information, advice, and recommendations to the governing body on matters that are non-routine and not administrative in nature
- ___ Reports produced by the administrator are accurate, comprehensive, concise, and written to their intended audience
- ___ Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny

Add the values from above and enter the subtotal _____ / 5 = _____ score for this category

6. CITIZEN RELATIONS

- ___ Responsive to requests from citizens
- ___ Demonstrates a dedication to service to the community and its citizens
- ___ Maintains a nonpartisan approach in dealing with the community & news media
- ___ Meets with and listens to members of the community to discuss their concerns and strives to understand their interests
- ___ Gives an appropriate effort to maintain citizen satisfaction with city services

Add the values from above and enter the subtotal _____ / 5 = _____ score for this category

7. STAFFING

- ___ Recruits and retains competent personnel for staff positions
- ___ Applies an appropriate level of supervision to improve any areas of substandard performance
- ___ Stays accurately informed and appropriately concerned about employee relations
- ___ Professionally manages the compensation and benefits plan
- ___ Promotes training and development opportunities for employees at all levels of the organization

Add the values from above and enter the subtotal _____ / 5 = _____ score for this category

8. SUPERVISION

- _____ Encourages heads of departments to make decisions within their jurisdiction with minimal City Administrator involvement, yet maintains general control of operations by providing the right amount of communication to the staff
- _____ Instills confidence and promotes initiative in subordinates through supportive rather than restrictive controls for their programs while still monitoring operations at the department level
- _____ Develops and maintains a friendly and informal relationship with staff and work force in general, yet maintains the professional dignity of the City Administrator's office
- _____ Sustains or improves staff performance by evaluating the performance of staff members at least annually, setting goals and objectives for them, periodically assessing their progress, and providing appropriate feedback
- _____ Encourages teamwork, innovation, and effective problem-solving among the staff members

Add the values from above and enter the subtotal _____ / 5 = _____ score for this category

9. FISCAL MANAGEMENT

- _____ Prepares a balanced budget to provide services at a level directed by Council
- _____ Makes the best possible use of available funds, conscious of the need to operate the local government efficiently and effectively
- _____ Prepares a budget and budgetary recommendations in an intelligent and accessible format
- _____ Ensures actions and decisions reflect an appropriate level of responsibility for financial planning and accountability
- _____ Appropriately monitors and manages fiscal activities of the organization

Add the values from above and enter the subtotal _____ / 5 = _____ score for this category

10. COMMUNITY

- _____ Shares responsibility for addressing the difficult issues facing the City
- _____ Avoids unnecessary controversy
- _____ Cooperates with neighboring communities and the County
- _____ Helps the Council address future needs and develop adequate plans to address long term trends
- _____ Cooperates with other regional, state, and federal government agencies

Add the values from above and enter the subtotal _____ / 5 = _____ score for this category

NARRATIVE EVALUATION

What would you identify as the Administrator's strengths, expressed in terms of principle results achieved during the rating period?

What performance area(s) would you identify as most critical for improvement?

What constructive suggestions or assistance can you offer the Administrator to enhance performance?

What other comments do you have for the administrator; e.g. priorities, expectations, goals or objectives for the new rating period?



PERFORMANCE EVALUATION

City of Cedarburg

PERFORMANCE

The purpose of the performance review process is to provide a record of the employee's job performance, to encourage professional growth, and to provide an opportunity for open dialogue between employees and their supervisors.

Evaluations should consider, but are not limited to, representative job duties, quality of work, interpersonal skills, previously set goals and future expectations.

INSTRUCTIONS

Section 1:
Completed by the
Employee
- Short Answer
- Self -Evaluation
- Checkbox
- Self-Assessment

Section 2:
Completed by the
Supervisor
- Performance Standards
- Essential Job Functions

Section 3:
Completed Jointly
- Goals
- Action Plan

Section 4:
Additional
Comments
Signatures

TIMELINE

JANUARY - MARCH

- * Employee completes Section 1.
 - * Turns in the completed form to his or her supervisor.
 - * Prepares for a meeting.
- * Supervisor completes Section 2.
 - * Provides a copy of the draft evaluation to the department director for review.
 - * Prepares for a meeting.
- * Supervisor provides a copy of the draft evaluation to the employee 2 --3 days before the evaluation meeting.
- * Employee and supervisor meet to discuss the evaluation and jointly complete Section 3.
- * Supervisor finalizes the evaluation form including any additional comments.

FINAL FORM DUE APRIL 1 TO CITY ADMINISTRATOR.

INNOVATIVE STEWARDS OF PUBLIC TRUST

By **Trust** we mean relying on one another, based on mutual respect and a belief in the positive intent and competence of others...

- I fulfill my commitments and deliver results.
- I respect others thoughts and ideas.
- I perform my tasks to the best of my abilities and encourage the same of others.
- I accept personal responsibility for my work.

By **Integrity** we mean staying true to our values and doing what is right even when no one is looking...

- I treat everyone with dignity and respect.
- I do what is ethical in all situations.
- I handle confidential information discreetly and appropriately.

By **Collaboration** we mean working together towards a common goal by sharing knowledge, learning and building consensus...

- I support and contribute to group efforts and goals.
- I work to achieve positive outcomes.
- I consider and build on others thoughts and ideas.
- I utilize individual talents of team members.

By **Service** we mean what each of us does every day to make a meaningful contribution.

- I give my best efforts and take pride in all that I do.
- I anticipate needs and take action.
- I treat others as I would like to be treated.
- I am positive and helpful to all.

By **Communication** we mean open, honest, consistent and timely exchange of information leading to a shared understanding...

- I clarify and confirm what is expected of me.
- I give and receive constructive feedback.
- I share ideas and information, in a timely manner, to the appropriate party.

By **Excellence** we mean the pursuit of the highest standard...

- I use creative solutions and strategies to continually improve.
- I support the importance of life/work balance.

RESPONSIBILITIES

Supervisor's Responsibilities

Prior to meeting, the supervisor should review the last evaluation form that was prepared to determine if goals were met and whether the items listed in "Areas of Improvement" have been addressed. The supervisor should then prepare responses for discussion with the employee during the current evaluation process. When completing the form, the supervisor should use specific examples of conduct to formulate answers.

Employee's Responsibilities

Like the supervisor, prior to meeting, the employee should review the last evaluation form that was prepared to determine if he or she has achieved the listed goals and whether the items listed in "Areas of Improvement" have been addressed. Thereafter, the employee should prepare responses for discussion with his or her supervisor during the current evaluation process.

The Evaluation and Goal Setting Meeting

The supervisor and employee will meet to discuss the current evaluation. They should meet in an atmosphere that is both private and free of interruptions, and the supervisor should take particular care to make the meeting a priority. There should be an open and honest exchange where each is permitted to state his or her opinion regarding the answer to any section.

After the Meeting

After the meeting, the supervisor will finalize the evaluation form including any additional comments. If an employee disagrees with a particular answer, he or she may note the disagreement on the form or by attaching a separate document. When the form has been completed, it will be signed by the employee, the supervisor, and the department director. The supervisor will provide the original copy to the Administrator, will keep a copy in his or her files and will provide a copy to the employee. After the Administrator has reviewed the evaluation it will be placed in the employee file kept in the Clerks office.



PERFORMANCE & GOALS EVALUATION

Section 1: Completed by the employee

Short Answer Self-Evaluation & Self-Assessment

EMPLOYEE INFORMATION

Name:

Review Period:

Job Title:

Supervisor:

SHORT ANSWER SELF EVALUATION

- 1) What are my KEY accomplishments this year?

- 2) What significant challenges did I encounter/overcome?

- 3) What skills or knowledge would I like to develop in the coming year?

- 4) What do I enjoy most about working for the City of Cedarburg?

- 5) Additional Comments:

CHECKBOX SELF EVALUATION

Please answer the following questions:	Yes	No	Not Sure	Comments
Do I know what is expected of me at work?				
Do I have the support, materials, and equipment I need to do my job well? (Examples: clear direction, access to my supervisor, tools/equipment, training).				
Do I understand the mission and goals of my Division and Department?				
Do I get enough information/training on: a. Safety in my workplace b. Proper use of City equipment & tools c. City policies and procedures				
Are there obstacles in my job that make it difficult for me to service my customers at my best?				
Have I tried to improve my customer service skills? What particular habits or work modifications have I worked to develop that improve my customer service? Examples: * Returning all calls within a goal time * Simplifying a customer process * Improving customer materials * Increasing status reports to colleagues and customers				
Have I tried to improve teamwork and partnerships both within my work group and with other City partners? Examples: * Inviting more people to meet & discuss ideas * Increasing communication to other team members				
Have I tried to independently resolve problems without supervisor assistance, while still sharing the results? What do I need to effectively solve problems and make decisions?				
Do I understand how my work impacts the organization or community at large?				
Do I receive enough feedback about my work?				
Is there anything additional my supervisor or the City can do to help me perform my job more effectively and be more successful?				
Is there anything additional my supervisor or the City can do to support my career/ professional development?				
If you are a supervisor or manager: Have I set goals for the coming year that are consistent with the City and Department goals, and have I informed my reporting personnel and kept those goals visible on a routine basis?				
If you are a supervisor or manager: Have I given regular feedback to all employees about their performance, including directly communicating areas to improve?				



PERFORMANCE & GOALS EVALUATION

Section 2: Completed by the Supervisor

Performance Review & Essential Job Functions

EMPLOYEE INFORMATION

Name:

Review Period:

Job Title:

Supervisor:

PERFORMANCE STANDARDS

RATINGS: E = Exceeds Standards; M = Meets Standards; DN = Does Not Meet Standards

**Comments are required for 'Exceeds Standards' ratings and 'Does Not Meet Standards' ratings. Please provide examples when appropriate.*

1. Quality of Work / Dependability /Professionalism

E*

M

DN*

a) Work is accurate and thorough.			
b) Uses work time and City resources efficiently			
c) Completes assignments in a timely manner and is responsive to the time constraints of others.			
d) Is reliable and punctual in attendance and projects a professional appearance appropriate to their position.			
e) Accepts accountability for actions.			

Comments:

2. City Core Values/Judgement/Initiative

E*

M

DN*

a) Makes practical, common sense decisions appropriate to the situation.			
b) Contributes to City success and is dedicated to public service and teamwork.			
c) Takes initiative and proactively pursues appropriate action for the best interest of the City.			
d) Displays the City's values of Trust, Integrity, Collaboration, Service, Communication, and Excellence.			
e) Pursues assignments, duties and training to improve individual professional development.			

Comments:

3. Interpersonal Communication

E*

M

DN*

a) Establishes and maintains effective relationships, and communicates with respect, empathy, and dignity even in difficult situations.			
b) Receptive to others, resolving disagreement directly and appropriately in a positive manner.			
c) Written communication is consistently accurate, well-organized, and appropriate for the intended audience.			
d) Able to present information clearly and persuasively and responds appropriately to questions.			
e) Complies with City policies governing professional and appropriate communication.			
f) Shares information/ideas and actively listens to others' points of view.			

Comments:

ESSENTIAL JOB FUNCTIONS

In this section the supervisor should review the employee's job description and rate the employee on three essential job functions. (*Circle the correct rating for each job function.)

<u>E = Exceeds Standards</u>	<u>M = Meets Standards</u>	<u>DN = Does Not Meet Standards</u>
Is a solid leader, role model & takes ownership in this area. Actively & continuously seeks opportunities to make improvements and a positive difference. Anticipates needs and seamlessly handles them. No supervision or specific direction in this area is needed.	Consistently demonstrates enthusiasm, pride, & a positive attitude. Demonstrates dependability in this area. Little supervision or specific direction is necessary in this area.	Performance needs to be improved in this area in order to be considered acceptable. May demonstrate a lack of dependability or accountability. Guidance and specific direction are regularly needed from others.

Rating E* M DN*	Job Function A: Comments:
Rating E* M DN*	Job Function B: Comments:
Rating E* M DN*	Job Function C: Comments:



PERFORMANCE & GOALS EVALUATION

Section 3: Completed Jointly Goals & Action Plan

EMPLOYEE INFORMATION

Name:

Review Period:

Job Title:

Supervisor:

GOALS AND ACTION PLAN (SET JOINTLY)

Progress on Current Goals:

1)

2)

3)

Next Evaluation Period Goals and Action Plan:

1)

2)

3)



PERFORMANCE & GOALS EVALUATION
Section 4:
Additional Comments & Signatures

ADDITIONAL COMMENTS:

By signing this form you confirm that you have discussed this review in detail with your supervisor. Signing this form does not necessarily indicate that you agree with this evaluation.

Employee Signature: _____ Date: _____

Supervisor Signature: _____ Date: _____

Department Head Signature: _____ Date: _____

Administrator Review Signature: _____ Date: _____



City of Cedarburg
Performance Evaluation Form
Public Works, Engineering, Parks, Forestry and Water Recycling
Crew Members, Secretarial and Custodial Staff

Employee Name: _____ Job Title: _____

Years of Service: _____

☐

Initial Employee
6 Month Review

☐

Employee Annual
Review

Instructions

Your complete evaluation should reflect an average of the criteria. Examples of performance leading to the given rating must be cited for each factor if listed as either an E or an U. *Please circle the correct rating for each criteria.

Evaluation Scale

E

M

U

- E Exceeds Expectation. Performance exceeding the supervisor's expectations.
M Meets Expectation. Performance meeting supervisor's expectations.
U Unsatisfactory/Unacceptable Performance.
NA Not Applicable – list this after the criteria

FACTOR A: SUPPORT OF UNITS OBJECTIVES: PLANNING/TEAMWORK

Performance Rating			Criteria
E	M	U	Works with supervisor in building an effective team
E	M	U	Objectives, talents, and efforts are directed toward the needs to the department and accomplishments of unit goals
E	M	U	Employee is receptive to new ways of doing job duties that increase employee efficiency
E	M	U	New and additional assignments are accepted and performed

Comments:

FACTOR B: ATTITUDE TOWARD ASSIGNMENTS

Performance Rating	Criteria
E M U	Displays interest in his/her job assignments
E M U	Accepts guidance and requests direction as needed
E M U	Does an assignment with a positive attitude
E M U	Concerned with citizens' opinions regarding performance of his/her duties

Comments:

FACTOR C: KNOWLEDGE OF DUTIES

Performance Rating	Criteria
E M U	Knows the duties and responsibilities of tasks assigned
E M U	Can recognize problems with assignments and advises supervisor
E M U	Has general understanding of related work in other classifications

Comments:

FACTOR D: RELATIONS WITH CITIZENS AND THE COMMUNITY

Performance Rating	Criteria
E M U	Knows and is responsible to community problems and advises supervisor
E M U	Courtesy is demonstrated in citizen contacts
E M U	Anger or verbal abuse from citizens does not adversely affect performance

Comments:

FACTOR E: WORKING RELATIONSHIPS AND COOPERATION WITH OTHER PERSONNEL

Performance Rating	Criteria
E M U	Works well with fellow employees or supervisory personnel
E M U	Issues in personal relationship with other personnel do not impair work relationship
E M U	Trains and guides less experienced personnel

Comments:

FACTOR F: OPERATION, MAINTENANCE AND CARE OF DEPARTMENTAL EQUIPMENT

Performance Rating	Criteria – not applicable to secretarial staff
E M U	Uses vehicles responsibly and exhibits safe driving habits
E M U	Specified operating and safety procedures are followed in the use and maintenance of equipment
E M U	Equipment is checked for cleanliness and serviceability
E M U	Vehicles are clean and service checks made regularly
E M U	Equipment wear, malfunctions, damages are identified and reported

Comments:

FACTOR G: RESPONSE TO ASSIGNMENTS

Performance Rating	Criteria
E M U	Instructions are followed and assignments are completed on schedule
E M U	Completes work independantly
E M U	Deviations from instructions and schedules are explained satisfactorily to supervisor
E M U	Unassigned time is effectively utilized

Comments:

FACTOR H: CONFORMANCE TO DEPARTMENT POLICIES, REGULARITY OR ATTENDANCE AND PUNCTUALITY

Performance Rating			Criteria
E	M	U	Policies, rules and regulations are followed as prescribed
E	M	U	Appearance meets departmental specifications
E	M	U	No unnecessary delays in starting work at specified time
E	M	U	Exhibits good time management skills
E	M	U	Supervisor is given proper notice in advance of absences

Comments:

FACTOR I: FIELD OPERATIONS

Performance Rating			Criteria
E	M	U	Work is thorough and tasks completed
E	M	U	Downtime is minimal between locations
E	M	U	Employee can handle a variety of tasks
E	M	U	Employee gives 100% to task assigned

Comments:

FACTOR K: SAFETY HABITS

Performance Rating	Criteria – not applicable for secretarial positions
E M U	Employee approaches task in a safe manner
E M U	Employee wears protective equipment and clothing as required
E M U	Employee work safety record since previous evaluation is good or acceptable
E M U	Employee notifies supervisor of any unsafe conditions

Comments:

FACTOR L: ESSENTIAL FUNCTIONS OF EMPLOYEE POSITION

Performance Rating	Criteria – PLEASE WRITE THREE (3) ESSENTIAL FUNCTIONS OF POSITION
E M U	
E M U	
E M U	

Comments:

OVERALL PERFORMANCE RATING

Based upon evaluations, carefully read the criteria for each of the performance levels and place an X on the line which best describes the employee's overall performance for the evaluation period. In grade progression can be marked by placing an X on two lines below. Additional comments by supervisor must be included if an employee receives an Exceeds Expectations or Unsatisfactory rating.

_____ **EXCEEDS EXPECTATIONS:** Performance exceeding the supervisor's expectations

_____ **MEETS EXPECTATIONS:** Performance meeting supervisor's expectations

_____ **UNSATISFACTORY:** Unacceptable performance: In-grade progression for permanent employees will be withheld for unsatisfactory ratings, in accordance with the classification and pay plan. Initial employees may be terminated immediately. *Use of this overall rating requires completion of the remedial activities section below.

Remedial Activities: Action needed to correct unsatisfactory performance factor.

Additional Supervisor Comments:

Employee Comments:

Goals for the year:

Supervisors Signature: _____ Date: _____

Employee's Signature: _____ Date: _____

Administrator Review: _____ Date: _____



Merit Pay Form
City of Cedarburg

Employee Name

_____/_____/_____
Date

Department

Job Title

Supervisors Name

Please note a completed performance review must be on file in order for a Merit Pay increase to be processed. In addition, the employee must have worked one year to be eligible.

Current Pay Information:

Current Pay Rate: _____ Years Worked: _____

Proposed Merit Pay Percentage Increase:

Percentage: _____ Proposed Pay Rate: _____

Please justify the reason for increasing this employees' pay rate beyond base pay:

This form along with the most recent performance evaluation must be given to the City Administrator before August 1 for the employee to be considered for merit increase for the following year. I understand that this is just a request. This request will be reviewed and approved by the Administrator.

Department Head Signature: _____ Date: _____

Administrator Approval: _____ Date: _____



PERFORMANCE IMPROVEMENT PLAN

Employee name:

Date:

Department:

Length of Time in Current Position:

Job title:

Area(s) of unacceptable performance:

- 1.
- 2.
- 3.
- 4.
- 5.

Mandatory corrective action(s):

- 1.
- 2.
- 3.
- 4.
- 5.

This improvement plan will be in effect for 90 days. There must be immediate and sustained improvement, or further action up to and including termination may occur. If further infractions occur during the duration of this plan, disciplinary action will be taken.

Manager Signature:

Date:

I have received a copy of this plan on the date indicated below and acknowledge that if my performance in the noted areas does not improve in the agreed upon time frame(s), I may be terminated for poor performance.

Employee Signature:

Date:

CITY OF CEDARBURG
TRANSFER LIST
'12/7/19-1/10/2020

Date	Amount	Transfer to
PWSB CHECKING ACCOUNT		
12/16/2019	\$1,200,000.00	PWSB Money Market
12/18/2019	\$199,000.00	PWSB Checking
12/18/2019	\$6,126.86	Health Savings Accounts-contributions for 12/1/19-12/14/19
12/18/2019	\$2,306.28	ICMA-contributions for 12/1/19-12/14/19
12/18/2019	\$399.91	North Shore Bank-contributions for 12/1/19-12/14/19
12/18/2019	\$495.00	Police Association-union dues for 12/1/19-12/14/19
12/18/2019	\$1,500.00	Pitney Bowes-postage
12/18/2019	\$491.09	Light & Water-November charges
12/18/2019	\$1,330.58	State of Wisconsin-child support
12/19/2019	\$1,900,000.00	PWSB Money Market
12/20/2019	\$39,301.29	State of Wisconsin-November sales tax
12/23/2019	\$33,848.00	Light & Water-November charges
12/23/2019	\$1,000,000.00	PWSB Money Market
12/27/2019	\$2,700,000.00	PWSB Money Market
12/30/2019	\$1,000,000.00	PWSB Money Market
12/31/2019	\$205,000.00	PWSB Payroll
12/31/2019	\$80,394.71	WRS-November remittance
1/2/2020	\$7,067.01	Delta Dental-January dental insurance premiums
1/2/2020	\$83,004.86	WPS-January health insurance premiums
1/2/2020	\$8,556.54	Health Savings Accounts-contributions for 12/15/19-12/28/19
1/2/2020	\$2,279.45	ICMA-contributions for 12/15/19-12/28/19
1/2/2020	\$4,198.08	North Shore Bank-contributions for 12/15/19-12/28/19
1/2/2020	\$495.00	Police Association-union dues for 12/15/19-12/28/19
1/2/2020	\$1,330.58	State of Wisconsin-child support
1/3/2020	\$261,013.00	CVMIC-premiums for various insurance
1/7/2020	\$2,783.27	Light & Water-December charges
1/7/2020	\$4,000,000.00	PWSB Money Market
1/7/2020	\$586.15	Superior Vision-January vision insurance premiums
1/7/2020	\$2,889.73	Minnesota Life-February life insurance premiums
1/7/2020	\$859.08	Aflac-December premiums
1/8/2020	\$8,000.00	PWSB Payroll
	<u>\$12,753,256.47</u>	

PWSB PAYROLL CHECKING ACCOUNT

12/20/2019	\$140,094.11	Payroll for 12/1/19-12/14/19
11/24/2019	\$80,196.00	Payroll taxes for 12/1/19-12/14/19
1/3/2020	\$142,876.88	Payroll for 12/15/19-12/28/19
1/3/2020	\$61,384.53	Payroll taxes for 12/15/19-12/28/19
1/10/2020	\$7,037.53	Payroll for EMS for 4th quarter 2019
1/10/2020	\$1,620.64	Payroll taxes for EMS for 4th quarter 2019
	<u>\$433,209.69</u>	

PWSB TAX COLLECTION CHECKING ACCOUNT

12/23/2019	\$550,000.00	PWSB Checking
12/27/2019	\$200,000.00	PWSB Checking

1/7/2020	<u>\$760,000.00</u>	PWSB Checking
	\$1,510,000.00	

BMO HARRIS TAX COLLECTION CHECKING ACCOUNT

12/19/2019	\$600,000.00	BMO Harris Money Market
12/23/2019	\$200,000.00	BMO Harris Money Market
12/27/2019	\$330,000.00	BMO Harris Money Market
1/7/2020	<u>\$685,000.00</u>	BMO Harris Money Market
	\$1,815,000.00	

COMMERCE STATE BANK TAX COLLECTION CHECKING ACCOUNT

12/30/2019	\$140,000.00	Commerce State Bank Money Market
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CORNERSTONE TAX COLLECTION CHECKING ACCOUNT

12/30/2019	\$220,000.00	Cornerstone Money Market
1/3/2020	<u>\$45,000.00</u>	Cornerstone Money Market
	\$265,000.00	

CITY OF CEDARBURG

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NOVEMBER 2019 to JANUARY 2020

			Check Amt	Invoice	Comment
111300 PWSB Checking					
Paid Chk#	033559	12/6/2019	AT&T LONG DISTANCE		
G 260-212000	ACCOUNTS PAYABLE		\$36.25	836841746	LIBRARY-LONG DISTANCE
G 100-212000	ACCOUNTS PAYABLE		\$0.89	836841746	PD-LONG DISTANCE
G 100-212000	ACCOUNTS PAYABLE		\$109.38	836841746	L&W-LONG DISTANCE
	Total AT&T LONG DISTANCE		\$146.52		
Paid Chk#	033560	12/6/2019	AT&TPO BOX 5080		
G 100-212000	ACCOUNTS PAYABLE		\$104.00	262375762411	PD-TELEPHONE
	Total AT&TPO BOX 5080		\$104.00		
Paid Chk#	033561	12/6/2019	BAKER & TAYLOR AUDIOBOOK PRE		
G 260-212000	ACCOUNTS PAYABLE		\$137.84	2034907800	LIBR-PUBLICATIONS
	Total BAKER & TAYLOR AUDIOBOOK PRE		\$137.84		
Paid Chk#	033562	12/6/2019	BAKER & TAYLOR AV VIDMASS		
G 260-212000	ACCOUNTS PAYABLE		\$21.53	H40595520	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE		\$20.09	H40712300	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE		\$17.93	H40895980	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE		\$70.20	H41517760	LIBR-PUBLICATIONS
	Total BAKER & TAYLOR AV VIDMASS		\$129.75		
Paid Chk#	033563	12/6/2019	BAXTER & WOODMAN		
G 100-212000	ACCOUNTS PAYABLE		\$410.00	0209823	REC-GIS SUPPORT SERVICES
	Total BAXTER & WOODMAN		\$410.00		
Paid Chk#	033564	12/6/2019	BELSCHNER, MARCUS R		
G 100-212000	ACCOUNTS PAYABLE		\$250.00	1	PARKS-MAINTENANCE
	Total BELSCHNER, MARCUS R		\$250.00		
Paid Chk#	033565	12/6/2019	BLUM, ERIN		
G 100-212000	ACCOUNTS PAYABLE		\$50.00	CK REQ	SRCTR-SHORT PAY
	Total BLUM, ERIN		\$50.00		
Paid Chk#	033566	12/6/2019	BOEHLKE BOTTLED GAS CORP.		
G 221-212000	ACCOUNTS PAYABLE		\$281.65	U0017057	DPW-FUEL INVENTORY
	Total BOEHLKE BOTTLED GAS CORP.		\$281.65		
Paid Chk#	033567	12/6/2019	BRAKE & EQUIPMENT		
G 100-212000	ACCOUNTS PAYABLE		\$87.16	543872	DPW-MAINTENANCE PARTS
	Total BRAKE & EQUIPMENT		\$87.16		
Paid Chk#	033578	12/6/2019	BUBLITZ, JENNIFER		
G 100-212000	ACCOUNTS PAYABLE		\$50.00	2019	REIMBURSEMENT FOR WELLNESS
	Total BUBLITZ, JENNIFER		\$50.00		
Paid Chk#	033579	12/6/2019	CARDMEMBER SERVICE		
G 220-212000	ACCOUNTS PAYABLE		\$104.00	6166	REC-SAFETY EQUIPMENT
G 220-212000	ACCOUNTS PAYABLE		\$84.00	6166	REC-SUPPLIES

CITY OF CEDARBURG

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NOVEMBER 2019 to JANUARY 2020

		Check Amt	Invoice	Comment
G 220-212000	ACCOUNTS PAYABLE	\$42.24	6166	REC-POMS
G 220-212000	ACCOUNTS PAYABLE	\$103.00	6166	REC-SUPPLIES
G 601-212000	ACCOUNTS PAYABLE	\$300.08	6166	CWRC-JANITORIAL SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$141.25	6166	DPW-OPERATING
G 100-212000	ACCOUNTS PAYABLE	\$29.99	6166	DPW-SHOP
G 220-212000	ACCOUNTS PAYABLE	\$34.80	6166	REC-POMS
G 100-212000	ACCOUNTS PAYABLE	\$114.70	6166	DPW-CVMIC TRAINING
G 220-212000	ACCOUNTS PAYABLE	\$25.00	6166	REC-TRAVEL & TRAINING
Total CARDMEMBER SERVICE		\$979.06		
<hr/>				
Paid Chk#	033580	12/6/2019	CEDARBURG FIRE DEPARTMENT-POBX	
G 100-212000	ACCOUNTS PAYABLE	\$385.00	2019-1123	PD-MEDICAL SUPLIES LUER JET
Total CEDARBURG FIRE DEPARTMENT-POBX		\$385.00		
<hr/>				
Paid Chk#	033581	12/6/2019	CEDARBURG HIGH SCHOOL	
G 100-212000	ACCOUNTS PAYABLE	\$150.00	CK REQ	SRCTR-DONATION FOR SENIOR TURKEY DINNER
Total CEDARBURG HIGH SCHOOL		\$150.00		
<hr/>				
Paid Chk#	033582	12/6/2019	CEDARBURG HIGH SCHOOL-VOCAL JZ	
G 100-212000	ACCOUNTS PAYABLE	\$100.00	CK REQ	SRCTR-DONATION FOR SENIOR TURKEY DINNER
Total CEDARBURG HIGH SCHOOL-VOCAL JZ		\$100.00		
<hr/>				
Paid Chk#	033583	12/6/2019	CEDARBURG POLICE OFFICERS-LONG	
G 100-212000	ACCOUNTS PAYABLE	\$2,646.00	CK REQ	PD-2019 LONGEVITY
G 100-212000	ACCOUNTS PAYABLE	\$10,232.25	CK REQ	PD-2019 LONGEVITY
G 100-212000	ACCOUNTS PAYABLE	\$934.50	CK REQ	PD-2019 LONGEVITY
Total CEDARBURG POLICE OFFICERS-LONG		\$13,812.75		
<hr/>				
Paid Chk#	033584	12/6/2019	CENSKY, JON	
G 100-212000	ACCOUNTS PAYABLE	\$5,505.25	19-0011	PLAN-NOVEMBER 2019
Total CENSKY, JON		\$5,505.25		
<hr/>				
Paid Chk#	033585	12/6/2019	CINTAS CORPORATION	
G 100-212000	ACCOUNTS PAYABLE	\$144.65	4036362598	100533210350
Total CINTAS CORPORATION		\$144.65		
<hr/>				
Paid Chk#	033586	12/6/2019	CULLIGAN OF WEST BEND	
G 200-212000	ACCOUNTS PAYABLE	\$120.70	502X03695808	CEMETERY-RENTAL
Total CULLIGAN OF WEST BEND		\$120.70		
<hr/>				
Paid Chk#	033587	12/6/2019	ENVIRONMENTAL SYSTEMS	
G 601-212000	ACCOUNTS PAYABLE	\$51.51	93737254	CWRC-ARCGIS TERM LEASE
Total ENVIRONMENTAL SYSTEMS		\$51.51		
<hr/>				
Paid Chk#	033588	12/6/2019	FAIRCHILD EQUIPMENT, INC	
G 100-212000	ACCOUNTS PAYABLE	\$159.36	K43499	DPW-RECYCLING
Total FAIRCHILD EQUIPMENT, INC		\$159.36		
<hr/>				
Paid Chk#	033589	12/6/2019	FASTENAL COMPANY	

CITY OF CEDARBURG

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NOVEMBER 2019 to JANUARY 2020

		Check Amt	Invoice	Comment
G 100-212000	ACCOUNTS PAYABLE	\$194.60	WISAU114488	DPW-MAINTENANCE PARTS
	Total FASTENAL COMPANY	\$194.60		
Paid Chk#	033590	12/6/2019	FIRST ADVANTAGE	
G 100-212000	ACCOUNTS PAYABLE	\$181.18	2507101911	4TH QTR DRUG TESTING
G 601-212000	ACCOUNTS PAYABLE	\$10.69	2507101911	4TH QTR DRUG TESTING
	Total FIRST ADVANTAGE	\$191.87		
Paid Chk#	033591	12/6/2019	GALLS, LLC-DBA LARK UNIFORMS	
G 100-212000	ACCOUNTS PAYABLE	\$47.06	014170004	PD-UNIFORMS
G 100-212000	ACCOUNTS PAYABLE	\$8.00	014195035	PD-UNIFORMS
G 100-212000	ACCOUNTS PAYABLE	\$45.95	014195062	PD-UNIFORMS
G 100-212000	ACCOUNTS PAYABLE	\$59.74	014243471	PD-UNIFORMS
G 100-212000	ACCOUNTS PAYABLE	\$336.82	014259082	PD-UNIFORMS
G 100-212000	ACCOUNTS PAYABLE	\$102.28	014274485	PD-UNIFORMS
	Total GALLS, LLC-DBA LARK UNIFORMS	\$599.85		
Paid Chk#	033592	12/6/2019	GENERAL COMMUNICATIONS, INC.	
G 100-212000	ACCOUNTS PAYABLE	\$130.00	276695	PD-MAINTENANCE-CAR 2
G 700-212000	ACCOUNTS PAYABLE	\$689.00	276696	PD-CAR 5 ACCIDENT
	Total GENERAL COMMUNICATIONS, INC.	\$819.00		
Paid Chk#	033593	12/6/2019	HERMAN S AUTO SERVICE	
G 100-212000	ACCOUNTS PAYABLE	\$35.00	1813	PD-TIRE REPAIR CAR 2
	Total HERMAN S AUTO SERVICE	\$35.00		
Paid Chk#	033594	12/6/2019	HOME DEPOT CREDIT SERVICES	
G 601-212000	ACCOUNTS PAYABLE	\$161.20	3692	CWRC-MAINTENANCE
	Total HOME DEPOT CREDIT SERVICES	\$161.20		
Paid Chk#	033595	12/6/2019	JACKSON CONCRETE INC.	
G 100-212000	ACCOUNTS PAYABLE	\$418.00	0101245-IN	DPW-STORM REPAIR & MAINTENANCE
	Total JACKSON CONCRETE INC.	\$418.00		
Paid Chk#	033596	12/6/2019	KASDORF, LEWIS & SWIETLIK, S.C	
G 700-212000	ACCOUNTS PAYABLE	\$1,789.28	528694	2016 CLAIM - SYLVESTER
	Total KASDORF, LEWIS & SWIETLIK, S.C	\$1,789.28		
Paid Chk#	033597	12/6/2019	LAW ENFORCEMENT COORDINATING C	
G 100-212000	ACCOUNTS PAYABLE	\$285.00	2987	PD-TRAINING
	Total LAW ENFORCEMENT COORDINATING C	\$285.00		
Paid Chk#	033598	12/6/2019	NAPA AUTO PARTS	
G 100-212000	ACCOUNTS PAYABLE	\$36.98	5269-043674	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	\$10.33	5269-043723	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	\$49.62	5269-044195	DPW-MAINTENANCE PARTS
	Total NAPA AUTO PARTS	\$96.93		
Paid Chk#	033599	12/6/2019	ONTECH SYSTEMS, INC	

CITY OF CEDARBURG

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NOVEMBER 2019 to JANUARY 2020

			Check Amt	Invoice	Comment
G 100-212000	ACCOUNTS PAYABLE		\$529.24	44951	TECH-BANYON ISSUES
	Total ONTECH SYSTEMS, INC		\$529.24		
Paid Chk# 033600	12/6/2019	PAYNE & DOLAN, INC.PO BOX 781			
G 100-212000	ACCOUNTS PAYABLE		\$120.75	1655077	DPW-STREET REPAIR & MAINTENANCE
	Total PAYNE & DOLAN, INC.PO BOX 781		\$120.75		
Paid Chk# 033601	12/6/2019	PROFESSIONAL SUPPLY			
G 100-212000	ACCOUNTS PAYABLE		\$250.76	981881	PARKS-MAINTENANCE
	Total PROFESSIONAL SUPPLY		\$250.76		
Paid Chk# 033602	12/6/2019	PRUCHNOFSKI, BOB			
G 100-212000	ACCOUNTS PAYABLE		\$60.00	CK REQ	SRCTR-PARTIAL REFUND CRAFT SPACE RENTAL
	Total PRUCHNOFSKI, BOB		\$60.00		
Paid Chk# 033603	12/6/2019	R A SMITH NATIONAL			
G 100-212000	ACCOUNTS PAYABLE		\$1,118.00	148039	ENG-SAND HILL TR RECORD DRAWINGS
	Total R A SMITH NATIONAL		\$1,118.00		
Paid Chk# 033604	12/6/2019	SENTIMENTAL PRODUCTIONS			
G 260-212000	ACCOUNTS PAYABLE		\$150.00	314499	LIBR-PUBLICATIONS
	Total SENTIMENTAL PRODUCTIONS		\$150.00		
Paid Chk# 033605	12/6/2019	STAAB CONSTRUCTION CORPORATION			
G 601-212000	ACCOUNTS PAYABLE		\$619,545.51	6	HIGHLAND LIFT STATION
	Total STAAB CONSTRUCTION CORPORATION		\$619,545.51		
Paid Chk# 033606	12/6/2019	TIME WARNER CABLE-PO BOX 4639			
G 100-212000	ACCOUNTS PAYABLE		\$117.48	1001	DPW-INTERNET
G 100-212000	ACCOUNTS PAYABLE		\$117.48	1001	PARKS-INTERNET
G 100-212000	ACCOUNTS PAYABLE		\$434.00	6001	PD-INTERNET
	Total TIME WARNER CABLE-PO BOX 4639		\$668.96		
Paid Chk# 033607	12/6/2019	TRANSUNION RISK & ALTERNATIVE			
G 100-212000	ACCOUNTS PAYABLE		\$50.00	428298	PD-NOVEMBER FEE
	Total TRANSUNION RISK & ALTERNATIVE		\$50.00		
Paid Chk# 033608	12/6/2019	UNIFIRST CORPORATION			
G 601-212000	ACCOUNTS PAYABLE		\$65.08	096 1103036	DPW-OPERATING
G 100-212000	ACCOUNTS PAYABLE		\$57.61	096 1103040	DPW-OPERATING
G 100-212000	ACCOUNTS PAYABLE		\$97.58	096 1103048	DPW-OPERATING
G 100-212000	ACCOUNTS PAYABLE		\$51.55	096 1103049	PD-MAINTENANCE SUPPLIES
	Total UNIFIRST CORPORATION		\$271.82		
Paid Chk# 033609	12/6/2019	VINYL GRAPHICS			
G 700-212000	ACCOUNTS PAYABLE		\$547.32	12559	PD-REPAIR - 2018 EXPLORER ACCIDENT REPAIR
	Total VINYL GRAPHICS		\$547.32		
Paid Chk# 033610	12/6/2019	VISUAL IMAGE PHOTOGRAPHY, INC.			

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G 260-212000	ACCOUNTS PAYABLE		\$10.20	7864	LIBR-MARKETING
Total	VISUAL IMAGE PHOTOGRAPHY, INC.		\$10.20		
Paid Chk# 033611	12/6/2019	WACPC - REGISTRATION			
G 100-212000	ACCOUNTS PAYABLE		\$540.00	MHV37803	REC-POMS
Total	WACPC - REGISTRATION		\$540.00		
Paid Chk# 033612	12/6/2019	WAUKESHA COUNTY TECHNICAL			
G 100-212000	ACCOUNTS PAYABLE		\$150.00	S0704110	PD-TRAINING
Total	WAUKESHA COUNTY TECHNICAL		\$150.00		
Paid Chk# 033613	12/6/2019	WISCONSIN CHIEFS OF POLICE			
G 100-212000	ACCOUNTS PAYABLE		\$130.00	3294	PD-MEMBERSHIP RENEWAL 2020
Total	WISCONSIN CHIEFS OF POLICE		\$130.00		
Paid Chk# 033614	12/6/2019	WPRA - CONFERENCES			
G 100-212000	ACCOUNTS PAYABLE		\$75.00	594	REC-JOB POSTING
Total	WPRA - CONFERENCES		\$75.00		
Paid Chk# 033615	12/6/2019	WVRC			
G 100-212000	ACCOUNTS PAYABLE		\$111.20	308394	PD-K9 EXPENSE
Total	WVRC		\$111.20		
Paid Chk# 033616	12/6/2019	XYLEM WATER SOLUTIONS			
G 601-212000	ACCOUNTS PAYABLE		\$551.00	3556A97627	CWRC-MAINTENANCE
Total	XYLEM WATER SOLUTIONS		\$551.00		
Paid Chk# 033617	12/13/2019	A TO Z REFRIGERATION & HVAC, I			
G 260-212000	ACCOUNTS PAYABLE		\$8,640.00	4148	LIBR-REPAIR
Total	A TO Z REFRIGERATION & HVAC, I		\$8,640.00		
Paid Chk# 033618	12/13/2019	AT&T MOBILITY			
G 100-212000	ACCOUNTS PAYABLE		\$129.90	28729394226X	PD-WIRELESS
Total	AT&T MOBILITY		\$129.90		
Paid Chk# 033619	12/13/2019	BADGER STATE WASTE, LLC			
G 601-212000	ACCOUNTS PAYABLE		\$21,928.90	2554	CWRC-DISPOSAL NOVEMBER 2019
Total	BADGER STATE WASTE, LLC		\$21,928.90		
Paid Chk# 033620	12/13/2019	BAKER & TAYLOR AUDIOBOOK PRE			
G 260-212000	ACCOUNTS PAYABLE		\$109.04	2034933267	LIBR-PUBLICATIONS
Total	BAKER & TAYLOR AUDIOBOOK PRE		\$109.04		
Paid Chk# 033621	12/13/2019	BAKER & TAYLOR AV VIDMASS			
G 260-212000	ACCOUNTS PAYABLE		\$35.87	H41547580	LIBR-PUBLICATIONS
Total	BAKER & TAYLOR AV VIDMASS		\$35.87		
Paid Chk# 033622	12/13/2019	BAKER & TAYLOR BOOKS			
G 260-212000	ACCOUNTS PAYABLE		\$22.54	2034898286	LIBR-PUBLICATIONS

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G 260-212000	ACCOUNTS PAYABLE	\$474.67	2034916805	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	\$102.08	2034916806	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	\$452.79	203491715	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	\$473.87	2034930459	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	\$379.14	2034930460	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	\$80.00	2034930460	LIBR-DONATIONS
G 260-212000	ACCOUNTS PAYABLE	\$310.00	2034930461	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	\$281.04	2034933602	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	\$25.00	2034933602	LIBR-DONATIONS
G 260-212000	ACCOUNTS PAYABLE	\$50.00	2034945804	LIBR-DONATIONS
G 260-212000	ACCOUNTS PAYABLE	\$308.59	2034945804	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	\$464.98	2034951563	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	\$286.00	2034951564	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	\$465.41	2034970608	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	\$308.64	2034970609	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	\$378.06	22034945805	LIBR-PUBLICATIONS
Total BAKER & TAYLOR BOOKS		\$4,862.81		

Paid Chk# 033623 12/13/2019 **BEYER S HARDWARE STORE**

G 100-212000	ACCOUNTS PAYABLE	\$15.29	152526	PARKS-REPAIR & MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$43.18	152783	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	\$28.24	152906	DPW-SNOW & ICE
G 100-212000	ACCOUNTS PAYABLE	\$15.73	152967	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	\$15.80	152988	BI-REPAIR & MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$1.75	152999	PARKS-REPAIR & MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$13.47	153014	PARKS-REPAIR & MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$8.09	153033	PARKS-REPAIR & MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$14.83	153039	COMPLEX-REPAIR & MAINTENANCE
G 260-212000	ACCOUNTS PAYABLE	\$10.76	153071	LIBR-OFFICE SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$13.93	153078	COMPLEX-REPAIR & MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$25.86	153083	PARKS-REPAIR & MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$224.99	153092	COMPLEX-EQUIPMENT-PUMP
G 100-212000	ACCOUNTS PAYABLE	\$4.49	153100	COMPLEX-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$40.47	153133	PARKS-REPAIR & MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$23.38	153141	PARKS-REPAIR & MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$25.16	153203	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	\$19.97	153232	COMPLEX-HARDWARE
G 100-212000	ACCOUNTS PAYABLE	\$122.01	153246	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	\$8.06	153275	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	\$18.43	153304	PD-CAR WASH BRUSH/POLE
G 100-212000	ACCOUNTS PAYABLE	\$11.69	153323	PARKS-REPAIR & MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$12.47	153327	COMPLEX-EQUIPMENT
G 100-212000	ACCOUNTS PAYABLE	\$10.29	153383	COMPLEX-HARDWARE
G 100-212000	ACCOUNTS PAYABLE	\$11.05	153438	PARKS-REPAIR & MAINTENANCE
G 601-212000	ACCOUNTS PAYABLE	\$50.81	153470	CWRC-MAINTENANCE SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$7.63	153486	PARKS-REPAIR & MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$62.03	153497	DPW-MAINTENANCE PARTS
G 260-212000	ACCOUNTS PAYABLE	\$73.75	153539	LIBR-REPAIR

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G 100-212000	ACCOUNTS PAYABLE	\$5.39	153579	DPW-REPAIR & MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$10.50	153590	DPW-REPAIR & MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$80.52	153623	DPW-OPERATING
G 601-212000	ACCOUNTS PAYABLE	\$48.82	153673	CWRC-MAINTENANCE SUPPLIES
Total BEYER S HARDWARE STORE		\$1,078.84		

Paid Chk# 033624 12/13/2019 **BUSINESS CARD**

G 100-212000	ACCOUNTS PAYABLE	\$35.94	3413	PARKS-TRAVEL
G 220-212000	ACCOUNTS PAYABLE	\$100.00	3413	REC-SUPPLIES & EXPENSES
G 220-212000	ACCOUNTS PAYABLE	\$52.20	3413	REC-POMS
G 220-212000	ACCOUNTS PAYABLE	\$15.00	3413	REC-SUPPLIES & EXPENSES
G 220-212000	ACCOUNTS PAYABLE	\$48.97	3413	REC-POMS
G 100-212000	ACCOUNTS PAYABLE	\$8.11	3413	PARKS-TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$24.53	3413	PARKS-TRAINING
G 220-212000	ACCOUNTS PAYABLE	\$139.99	3413	REC-AMAZON-CD PLAYER
G 220-212000	ACCOUNTS PAYABLE	\$571.82	3413	REC-POMS
G 100-212000	ACCOUNTS PAYABLE	\$9.75	3413	PARKS-TRAVEL
G 100-212000	ACCOUNTS PAYABLE	\$423.98	3413	PARKS-OFFICE SUPPLIES-IPAD
G 100-212000	ACCOUNTS PAYABLE	\$386.00	3413	PARKS-OTHER-PROJECTOR
G 100-212000	ACCOUNTS PAYABLE	\$1,072.85	3413	PARKS-SUPPLIES & EXPENSES-CELEBRATIONS
G 220-212000	ACCOUNTS PAYABLE	(\$23.98)	3413	REC-SUPPLIES & EXPENSES
Total BUSINESS CARD		\$2,865.16		

Paid Chk# 033625 12/13/2019 **BUSINESS CARD**

G 260-212000	ACCOUNTS PAYABLE	\$11.99	7141	LIBR-PROGRAM SUPPLIES
G 260-212000	ACCOUNTS PAYABLE	\$59.98	7141	LIBR-REPAIR & MAINTENANCE-AMAZON FLUORESCENT LIGHTS
G 260-212000	ACCOUNTS PAYABLE	\$14.99	7141	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	\$0.99	7141	LIBR-TECH-I CLOUD
G 260-212000	ACCOUNTS PAYABLE	\$84.84	7141	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	\$49.98	7141	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	\$0.99	7141	LIBR-TECH-I CLOUD
G 260-212000	ACCOUNTS PAYABLE	(\$51.48)	7141	LIBR-DONATIONS
G 260-212000	ACCOUNTS PAYABLE	\$59.75	7141	LIBR-DONATIONS
G 260-212000	ACCOUNTS PAYABLE	\$20.05	7141	LIBR-OFFICE SUPPLIES
G 260-212000	ACCOUNTS PAYABLE	\$68.96	7141	LIBR-PROGRAM SUPPLIES
G 260-212000	ACCOUNTS PAYABLE	\$40.65	7141	LIBR-DONATIONS
G 260-212000	ACCOUNTS PAYABLE	\$40.00	7141	LIBR-TRAVEL& TRAINING
G 260-212000	ACCOUNTS PAYABLE	\$55.00	7141	LIBR-POSTAGE
G 260-212000	ACCOUNTS PAYABLE	\$57.94	7141	LIBR-DONATIONS
G 260-212000	ACCOUNTS PAYABLE	\$52.99	7141	LIBR-REPAIR & MAINTENANCE
G 260-212000	ACCOUNTS PAYABLE	\$29.99	7141	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	\$59.00	7141	LIBR-DONATIONS LIVE 365
G 260-212000	ACCOUNTS PAYABLE	\$51.48	7141	LIBR-DONATIONS
G 260-212000	ACCOUNTS PAYABLE	\$34.20	7141	LIBR-DONATIONS-FRIENDS
G 260-212000	ACCOUNTS PAYABLE	\$2.75	7141	LIBR-POSTAGE
G 260-212000	ACCOUNTS PAYABLE	\$47.34	7141	LIBR-DONATION
Total BUSINESS CARD		\$792.38		

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Paid Chk# 033626 12/13/2019 BUSINESS CARD				
G 100-212000	ACCOUNTS PAYABLE	\$36.47	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$29.28	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$15.21	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$12.62	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$35.26	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$39.94	3318	PD-GAS
G 100-212000	ACCOUNTS PAYABLE	\$4.80	3318	PD-GAS
G 100-212000	ACCOUNTS PAYABLE	\$8.54	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$22.84	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$150.00	3318	PD-POSTAGE
G 100-212000	ACCOUNTS PAYABLE	\$24.85	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$39.52	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$24.91	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$24.02	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$42.01	3318	PD-GAS
G 100-212000	ACCOUNTS PAYABLE	\$30.67	3318	PD-GAS
G 100-212000	ACCOUNTS PAYABLE	\$3.60	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$10.68	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$82.79	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$39.00	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$8.12	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$14.28	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$18.89	3318	PD-FINANCE CHARGE
G 100-212000	ACCOUNTS PAYABLE	\$39.00	3318	PD-LATE FEE
G 100-212000	ACCOUNTS PAYABLE	\$17.99	3318	PD-POSTAGE
G 100-212000	ACCOUNTS PAYABLE	\$19.95	3318	PD-OFFICE SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$6.41	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$23.79	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$7.60	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$11.64	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$30.13	3318	PD-GAS
G 100-212000	ACCOUNTS PAYABLE	\$33.58	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$13.59	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$26.58	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$15.59	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$15.59	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$6.62	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$26.08	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$9.58	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	(\$1.12)	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$9.11	3318	PD-TRAVEL & TRAINING
Total BUSINESS CARD		\$1,030.01		
Paid Chk# 033627 12/13/2019 BUSINESS CARD				
G 100-212000	ACCOUNTS PAYABLE	\$1,246.06	8215	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$23.70	8215	PD-SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$166.84	8215	PD-SUPPLIES

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G 100-212000	ACCOUNTS PAYABLE	\$100.32	8215	PD-SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$29.00	8215	PD-LATE FEE
G 100-212000	ACCOUNTS PAYABLE	\$200.00	8215	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$29.95	8215	PD-SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$6.95	8215	PD-FINANCE CHARGE
G 100-212000	ACCOUNTS PAYABLE	\$13.54	8215	PD-SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$29.95	8215	PD-SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$19.00	8215	PD-SUPPLIES
Total BUSINESS CARD		\$1,865.31		

Paid Chk# 033628 12/13/2019 **BUSINESS CARD**

G 100-212000	ACCOUNTS PAYABLE	\$126.22	9962	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$91.00	9962	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$91.00	9962	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$16.89	9962	PD-TELEPHONE
G 100-212000	ACCOUNTS PAYABLE	\$33.32	9962	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$6.41	9962	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$1,216.16	9962	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$41.50	9962	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$7.81	9962	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$13.00	9962	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$13.50	9962	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$200.00	9962	PD-TRAVEL & TRAINING
Total BUSINESS CARD		\$1,856.81		

Paid Chk# 033629 12/13/2019 **BUSINESS CARD**

G 100-212000	ACCOUNTS PAYABLE	\$519.35	9967	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$680.58	9967	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$73.02	9967	PD-UNIFORMS
G 100-212000	ACCOUNTS PAYABLE	\$130.00	9967	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$39.00	9967	PD-LATE FEE
G 100-212000	ACCOUNTS PAYABLE	\$38.19	9967	PD-FINANCE CHARGE
G 100-212000	ACCOUNTS PAYABLE	\$415.48	9967	PD-TRAVEL & TRAINING
Total BUSINESS CARD		\$1,895.62		

Paid Chk# 033630 12/13/2019 **BUSINESS CARD**

G 100-212000	ACCOUNTS PAYABLE	\$99.99	3367	COMPLEX-TREAS DESK CHAIR KATHY
G 100-212000	ACCOUNTS PAYABLE	\$40.00	3367	CLERKS-TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$40.00	3367	SRCTR-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$85.00	3367	ENG-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$99.99	3367	TREAS-DESK CHAIR KELLY
G 100-212000	ACCOUNTS PAYABLE	\$231.00	3367	COMPLEX-TREAS OFFICE CHAIR
G 100-212000	ACCOUNTS PAYABLE	\$82.85	3367	COMPLEX-OPERATING
Total BUSINESS CARD		\$678.83		

Paid Chk# 033631 12/13/2019 **BUSINESS CARD**

G 601-212000	ACCOUNTS PAYABLE	\$158.90	1764	CWRC-MAINTENANCE
G 601-212000	ACCOUNTS PAYABLE	\$179.00	1764	CWRC-MAINTENANCE

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G 601-212000	ACCOUNTS PAYABLE	\$49.95	1764	CWRC-SAFETY
G 601-212000	ACCOUNTS PAYABLE	\$59.99	1764	CWRC-MAINTENANCE
G 601-212000	ACCOUNTS PAYABLE	\$299.00	1764	CWRC-MAINTENANCE
G 601-212000	ACCOUNTS PAYABLE	\$52.57	1764	CWRC-COLLECTIONS
G 601-212000	ACCOUNTS PAYABLE	\$20.46	1764	CWRC-MAINTENANCE
G 601-212000	ACCOUNTS PAYABLE	\$3.40	1764	CWRC-TRAVEL
G 601-212000	ACCOUNTS PAYABLE	\$0.93	1764	CWRC-COLLECTIONS
G 601-212000	ACCOUNTS PAYABLE	\$17.93	1764	CWRC-MAINTENANCE
G 601-212000	ACCOUNTS PAYABLE	\$50.00	1764	CWRC-TRAINING
G 601-212000	ACCOUNTS PAYABLE	(\$40.00)	1764	CWRC-MAINTENANCE
G 601-212000	ACCOUNTS PAYABLE	\$12.02	1764	CWRC-TRAVEL
Total BUSINESS CARD		\$864.15		
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Paid Chk#	033632	12/13/2019	BUSINESS CARD	
G 100-212000	ACCOUNTS PAYABLE	\$44.24	9729	PARKS-REPAIR & MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$110.80	9729	PARKS-REPAIR & MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$29.99	9729	PARKS-REPAIR & MAINTENANCE
Total BUSINESS CARD		\$185.03		
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Paid Chk#	033633	12/13/2019	BUSINESS CARD	
G 100-212000	ACCOUNTS PAYABLE	\$104.55	6193	DPW-OPERATING
G 100-212000	ACCOUNTS PAYABLE	\$77.97	6193	DPW-STORM REPAIR & MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$34.99	6193	DPW-CVMIC TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$89.97	6193	DPW-STORM REPAIR & MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$533.97	6193	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	\$44.14	6193	DPW-CVMIC TRAINING
Total BUSINESS CARD		\$885.59		
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Paid Chk#	033634	12/13/2019	CEDARBURG CHAMBER OF COMMERCE	
G 100-212000	ACCOUNTS PAYABLE	\$250.00	11647	SRCTR-VOLUNTEER GIFTS
G 100-212000	ACCOUNTS PAYABLE	\$650.00	11648	BRANDING
II CEDARBURG CHAMBER OF COMMERCE		\$900.00		
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Paid Chk#	033635	12/13/2019	CEDARBURG LIGHT & WATER	
G 601-212000	ACCOUNTS PAYABLE	\$650.00	7558	ENG-ASPHALT PAVING
G 700-212000	ACCOUNTS PAYABLE	\$1,177.73	7563	INS. CLAIMS-2019
G 601-212000	ACCOUNTS PAYABLE	\$12,362.16	7579	CWRC-SEWERAGE BILLING DECEMBER 2019
Total CEDARBURG LIGHT & WATER		\$14,189.89		
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Paid Chk#	033636	12/13/2019	CEDARBURG LIGHT & WATER	
G 100-212000	ACCOUNTS PAYABLE	\$1,973.29	CK REQ	WTR IMPACT FEES-CORNERSTONE DEV-N116W5618 LUCAS COURT
G 100-212000	ACCOUNTS PAYABLE	\$23,679.68	CK REQ	WTR IMPACT FEES-CEDAR PLACE APTS-N122W5790 SHEBOYGAN RD. #11
G 100-212000	ACCOUNTS PAYABLE	\$1,973.29	CK REQ	WTR IMPACT FEES-HILLCREST BLDRS-W66N997 SUSAN COURT
G 100-212000	ACCOUNTS PAYABLE	\$1,973.29	CK REQ	WTR IMPACT FEES-HILLCREST BLDRS-W66N999 SUSAN COURT

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Total CEDARBURG LIGHT & WATER			\$29,599.55		
Paid Chk#	033637	12/13/2019	CINTAS CORP		
G 100-212000	ACCOUNTS PAYABLE		\$196.53	5015525004	DPW-OPERATING
Total CINTAS CORP			\$196.53		
Paid Chk#	033638	12/13/2019	CINTAS CORPORATION		
G 260-212000	ACCOUNTS PAYABLE		\$36.56	4036756164	LIBR-MAINTENANCE
Total CINTAS CORPORATION			\$36.56		
Paid Chk#	033639	12/13/2019	CITY CEDARBURG-PETTY CASH		
G 100-212000	ACCOUNTS PAYABLE		\$52.00	CK REQ	CLERKS-CUP RECORDING FOR ENGINEERING
G 100-212000	ACCOUNTS PAYABLE		\$100.00	CK REQ	CLERKS-CUP RECORDING FOR ENGINEERING
G 100-212000	ACCOUNTS PAYABLE		\$30.00	CK REQ	CLERKS-CUP RECORDING FOR ENGINEERING
Total CITY CEDARBURG-PETTY CASH			\$182.00		
Paid Chk#	033640	12/13/2019	CNA SURETY		
G 100-212000	ACCOUNTS PAYABLE		\$30.00	64870837N	PD-NOTARY LIEBHERR
Total CNA SURETY			\$30.00		
Paid Chk#	033641	12/13/2019	COMPLETE OFFICE OF WISCONSIN		
G 100-212000	ACCOUNTS PAYABLE		\$1,250.00	481856	COMPLEX-REPAIR & MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE		\$2,500.00	483035	TREAS-DESKS
G 100-212000	ACCOUNTS PAYABLE		\$37.17	511221	TREAS-OFFICE SUPPLIES
G 100-212000	ACCOUNTS PAYABLE		\$357.50	511222	CLERKS-COPIER SUPPLIES
Total COMPLETE OFFICE OF WISCONSIN			\$4,144.67		
Paid Chk#	033642	12/13/2019	CONLEY MEDIA, LLC		
G 100-212000	ACCOUNTS PAYABLE		\$167.52	265191119	CLERKS-LEGAL NOTICES
Total CONLEY MEDIA, LLC			\$167.52		
Paid Chk#	033643	12/13/2019	DNR		
G 601-212000	ACCOUNTS PAYABLE		\$45.00	CK REQ	CWRC-DNR LICENSE
Total DNR			\$45.00		
Paid Chk#	033644	12/13/2019	DORNER COMPANY PO BOX 189		
G 601-212000	ACCOUNTS PAYABLE		(\$798.73)	148766-IN	CWRC-MAINTENANCE SUPPLIES
G 601-212000	ACCOUNTS PAYABLE		\$1,110.00	148766-IN	CWRC-MAINTENANCE SUPPLIES
Total DORNER COMPANY PO BOX 189			\$311.27		
Paid Chk#	033645	12/13/2019	EXTINGUISHERS AT RANDOM LLC		
G 100-212000	ACCOUNTS PAYABLE		\$6.00	BS HOUSE	BOY SCOUT HOUSE-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE		\$65.00	BS HOUSE	BOY SCOUT HOUSE-NEW EXTINGUISHER
G 200-212000	ACCOUNTS PAYABLE		\$6.00	CEMETERY	CEMETERY-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE		\$60.00	COMPLEX	COMPLEX-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE		\$6.00	CONCESSION	CONCESSION STAND-MAINTENANCE
G 601-212000	ACCOUNTS PAYABLE		\$224.00	CWRC	CWRC-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE		\$752.50	DPW	DPW-OPERATING
G 100-212000	ACCOUNTS PAYABLE		\$78.00	EM	EM-MAINTENANCE

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G 100-212000	ACCOUNTS PAYABLE	\$33.00	GS HOUSE	GIRL SCOUT HOUSE-MAINTENANCE
G 260-212000	ACCOUNTS PAYABLE	\$48.00	LIBRARY	LIBRARY-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$81.50	PARKS	PARKS-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$33.00	PD	PD-MAINTENANCE
Total	EXTINGUISHERS AT RANDOM LLC	\$1,393.00		
Paid Chk#	033646	12/13/2019	FASTENAL COMPANY	
G 601-212000	ACCOUNTS PAYABLE	\$597.51	WISAU114586	CWRC-MAINTENANCE SUPPLIES
Total	FASTENAL COMPANY	\$597.51		
Paid Chk#	033647	12/13/2019	FIVE CORNERS DODGE	
G 100-212000	ACCOUNTS PAYABLE	\$73.36	61170	PD-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$67.93	61254	PD-MAINTENANCE
Total	FIVE CORNERS DODGE	\$141.29		
Paid Chk#	033648	12/13/2019	GALLS, LLC-DBA LARK UNIFORMS	
G 100-212000	ACCOUNTS PAYABLE	\$17.91	014302957	PD-UNIFORMS
G 100-212000	ACCOUNTS PAYABLE	\$125.95	014325391	PD-UNIFORMS
G 100-212000	ACCOUNTS PAYABLE	\$28.39	014351806	PD-UNIFORMS
G 100-212000	ACCOUNTS PAYABLE	\$23.32	014363631	PD-UNIFORMS
G 100-212000	ACCOUNTS PAYABLE	\$117.55	014366731	PD-UNIFORMS
G 100-212000	ACCOUNTS PAYABLE	\$117.57	014391410	PD-UNIFORMS
Total	GALLS, LLC-DBA LARK UNIFORMS	\$430.69		
Paid Chk#	033649	12/13/2019	GODFREY & KAHN	
G 601-212000	ACCOUNTS PAYABLE	\$2,613.00	753505	CWRC-EXTRAORDINARY SERVICES
G 601-212000	ACCOUNTS PAYABLE	\$1,474.00	756022	CWRC-EXTRAORDINARY SERVICES
Total	GODFREY & KAHN	\$4,087.00		
Paid Chk#	033650	12/13/2019	GOLLNICK & SONS TREE SERVICE	
G 100-212000	ACCOUNTS PAYABLE	\$1,650.00	19244	PARKS-CONTRACTED SERVICES
Total	GOLLNICK & SONS TREE SERVICE	\$1,650.00		
Paid Chk#	033651	12/13/2019	GREAT MJM RENTALS LLC	
G 100-212000	ACCOUNTS PAYABLE	\$51.57	CK REQ	OVERPAYMENT OF ROOM TAXES 2018 & 2019
Total	GREAT MJM RENTALS LLC	\$51.57		
Paid Chk#	033652	12/13/2019	GROTHS COUNTRY GARDENS	
G 100-212000	ACCOUNTS PAYABLE	\$826.00	12619	PARKS-MAINTENANCE
Total	GROTHS COUNTRY GARDENS	\$826.00		
Paid Chk#	033653	12/13/2019	HOUSEMAN & FEIND, LLP	
G 350-212000	ACCOUNTS PAYABLE	\$710.00	46042	AMCAST LEGAL
G 601-212000	ACCOUNTS PAYABLE	\$730.00	46046	CWRC-ZARLING
G 700-212000	ACCOUNTS PAYABLE	\$50.00	46046	PIERRON CLAIM
G 100-212000	ACCOUNTS PAYABLE	\$49.50	46046	PD-LEGAL
G 100-212000	ACCOUNTS PAYABLE	\$2,799.00	46046	MTGS, MONOPOLE LEASE, LICENSES, SCHOOL PROP, CIGARETTE LAWS
G 100-212000	ACCOUNTS PAYABLE	\$1,627.95	46054	PD-TRAFFIC

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Total HOUSEMAN & FEIND, LLP			\$5,966.45		
Paid Chk#	033654	12/13/2019	JACKSON LEWIS P.C.		
G 100-212000	ACCOUNTS PAYABLE		\$102.50	7447387	GENERAL LABOR ADVICE & COUNSEL
G 100-212000	ACCOUNTS PAYABLE		\$615.00	7447387	GENERAL LABOR ADVICE & COUNSEL
Total JACKSON LEWIS P.C.			\$717.50		
Paid Chk#	033655	12/13/2019	JOE JACOBS		
G 100-212000	ACCOUNTS PAYABLE		\$150.00	19-017	BI-DECEMBER 2019
Total JOE JACOBS			\$150.00		
Paid Chk#	033656	12/13/2019	KEITH LIEBHERR		
G 100-212000	ACCOUNTS PAYABLE		\$200.00	CHK REQ	30 YR SERVICE AWARD
Total KEITH LIEBHERR			\$200.00		
Paid Chk#	033657	12/13/2019	KIESLERS POLICE SUPPLY, INC		
G 100-212000	ACCOUNTS PAYABLE		\$568.50	IN122505	PD-SUPPLIES
Total KIESLERS POLICE SUPPLY, INC			\$568.50		
Paid Chk#	033658	12/13/2019	MASTER PRINTWEAR		
G 100-212000	ACCOUNTS PAYABLE		\$80.00	6920	PD-UNIFORMS
Total MASTER PRINTWEAR			\$80.00		
Paid Chk#	033659	12/13/2019	MATHESON TRI-GAS		
G 100-212000	ACCOUNTS PAYABLE		\$29.85	51556780	DPW-TANK RENTAL NOVEMBER 2019
Total MATHESON TRI-GAS			\$29.85		
Paid Chk#	033660	12/13/2019	MERGENT, INC. 855991		
G 260-212000	ACCOUNTS PAYABLE		\$471.00	1673004606	LIBR-PUBLICATIONS
Total MERGENT, INC. 855991			\$471.00		
Paid Chk#	033661	12/13/2019	MONARCH LIBRARY SYSTEM		
G 260-212000	ACCOUNTS PAYABLE		\$40.00	414831	LIBR-MARKETING
G 260-212000	ACCOUNTS PAYABLE		\$10.04	414832	LIBR-MARKETING
Total MONARCH LIBRARY SYSTEM			\$50.04		
Paid Chk#	033662	12/13/2019	NAPA AUTO PARTS		
G 100-212000	ACCOUNTS PAYABLE		\$4.10	5269-044654	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE		\$15.06	5269-04859	DPW-MAINTENANCE PARTS
Total NAPA AUTO PARTS			\$19.16		
Paid Chk#	033663	12/13/2019	NLD BRAND SOLUTIONS LLC		
G 220-212000	ACCOUNTS PAYABLE		\$155.40	428	REC-POMS APPAREL
Total NLD BRAND SOLUTIONS LLC			\$155.40		
Paid Chk#	033664	12/13/2019	OLIVER FIONTAR LLC		
G 350-212000	ACCOUNTS PAYABLE		\$5,257.51	553	TIF #4-DRAW #25
G 350-212000	ACCOUNTS PAYABLE		\$19,322.50	554	TIF #4-DRAW #25
G 350-212000	ACCOUNTS PAYABLE		\$3,984.75	555	TIF #4-DRAW #25

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<hr/>					
	Total	OLIVER FIONTAR LLC	\$28,564.76		
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Paid Chk#	033665	12/13/2019	OLSEN S PIGGLY WIGGLY		
G	260-212000	ACCOUNTS PAYABLE	\$47.36	38140	LIBR-FRIENDS DONATION-TEEN EXAM CRAM
G	100-212000	ACCOUNTS PAYABLE	\$20.20	38261	DPW-SHOP
G	100-212000	ACCOUNTS PAYABLE	\$80.00	38261	DPW-WELLNESS AWARDS
G	100-212000	ACCOUNTS PAYABLE	\$132.51	38297	SRCTR-CHRISTMAS GIFTS
	Total	OLSEN S PIGGLY WIGGLY	\$280.07		
<hr/>					
Paid Chk#	033666	12/13/2019	OUTDOOR LIGHTING CONST. CO., I		
G	100-212000	ACCOUNTS PAYABLE	\$1,533.50	8612	ENG-TRAFFIC SIGNAL REPAIR
	Total	OUTDOOR LIGHTING CONST. CO., I	\$1,533.50		
<hr/>					
Paid Chk#	033667	12/13/2019	PACE ANALYTICAL SERVICES, INC.		
G	601-212000	ACCOUNTS PAYABLE	\$21.00	1940076915	CWRC-LAB SUPPLIES
	Total	PACE ANALYTICAL SERVICES, INC.	\$21.00		
<hr/>					
Paid Chk#	033668	12/13/2019	PITNEY BOWES GLOBAL FINANCIAL		
G	100-212000	ACCOUNTS PAYABLE	\$112.51	3310148907	CLERKS-REPAIR & MAINTENANCE
	Total	PITNEY BOWES GLOBAL FINANCIAL	\$112.51		
<hr/>					
Paid Chk#	033669	12/13/2019	QUALITY REMOVAL		
G	601-212000	ACCOUNTS PAYABLE	\$185.00	40144	CWRC-1838 PIONEER RD.
	Total	QUALITY REMOVAL	\$185.00		
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Paid Chk#	033670	12/13/2019	QUALITY RESOURCE GROUP, INC		
G	100-212000	ACCOUNTS PAYABLE	\$107.16	1847208	PD-SUPPLIES
	Total	QUALITY RESOURCE GROUP, INC	\$107.16		
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Paid Chk#	033671	12/13/2019	QUILL CORP.		
G	100-212000	ACCOUNTS PAYABLE	\$298.39	2575131	COMPLEX-REPAIR & MAINTENANCE
	Total	QUILL CORP.	\$298.39		
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Paid Chk#	033672	12/13/2019	REGISTRATION FEE TRUST-TV & RP		
G	100-212000	ACCOUNTS PAYABLE	\$90.00	CK REQ	PD-NOTICE OF UNPAID CITATIONS
	Total	REGISTRATION FEE TRUST-TV & RP	\$90.00		
<hr/>					
Paid Chk#	033673	12/13/2019	SCHAEFER POWER SYSTEMS, INC		
G	260-212000	ACCOUNTS PAYABLE	\$985.55	6456	LIBR-REPAIR
	Total	SCHAEFER POWER SYSTEMS, INC	\$985.55		
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Paid Chk#	033674	12/13/2019	SIG SAUER, INC.		
G	100-212000	ACCOUNTS PAYABLE	\$112.00	3427974	PD-UNIFORMS
	Total	SIG SAUER, INC.	\$112.00		
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Paid Chk#	033675	12/13/2019	SOLAR RECREATION		
G	220-212000	ACCOUNTS PAYABLE	\$4,500.00	CK REQ	REC-FIRST HALF OF SOLAR PROGRAMS PAYMENT
	Total	SOLAR RECREATION	\$4,500.00		

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Paid Chk#	033676	12/13/2019	STATE OF WISCONSIN DOJ-PO2688+		
G	100-212000	ACCOUNTS PAYABLE	\$63.00	L4603T	PD-TIME NOVEMBER 2019
Total	STATE OF WISCONSIN DOJ-PO2688+		\$63.00		
Paid Chk#	033677	12/13/2019	STIEVER, JOHN		
G	100-212000	ACCOUNTS PAYABLE	\$15.00	CK REQ	DPW-REIMBUREMENT APPLIANCE PICKUP
Total	STIEVER, JOHN		\$15.00		
Paid Chk#	033678	12/13/2019	STREICHER S POLICE EQUIPMENT		
G	100-212000	ACCOUNTS PAYABLE	\$921.99	I1371788	PD-UNIFORMS
Total	STREICHER S POLICE EQUIPMENT		\$921.99		
Paid Chk#	033679	12/13/2019	SYNCHRONY BANK		
G	100-212000	ACCOUNTS PAYABLE	\$117.97	3155	DPW-STORM REPAIR & MAINTENANCE
Total	SYNCHRONY BANK		\$117.97		
Paid Chk#	033680	12/13/2019	TIME WARNER CABLE-PO BOX 4639		
G	100-212000	ACCOUNTS PAYABLE	\$26.51	6001	PD-DIGITAL ADAPTERS
Total	TIME WARNER CABLE-PO BOX 4639		\$26.51		
Paid Chk#	033681	12/13/2019	TRANS UNION LLC		
G	100-212000	ACCOUNTS PAYABLE	\$40.00	11906488	PD-MONTHLY SERVICE
Total	TRANS UNION LLC		\$40.00		
Paid Chk#	033682	12/13/2019	UNIFIRST CORPORATION		
G	601-212000	ACCOUNTS PAYABLE	\$65.08	096 1104170	DPW-OPERATING
G	100-212000	ACCOUNTS PAYABLE	\$57.61	096 1104173	DPW-OPERATING
Total	UNIFIRST CORPORATION		\$122.69		
Paid Chk#	033683	12/13/2019	VANTAGE FINANCIAL		
G	400-212000	ACCOUNTS PAYABLE	\$3,608.00	47885	PARKS-GRAPPLE TRUCK
Total	VANTAGE FINANCIAL		\$3,608.00		
Paid Chk#	033684	12/13/2019	WALDSCHMIDTS TOWN & COUNTRY		
G	100-212000	ACCOUNTS PAYABLE	\$2,117.50	694629	68" TOUGH CUT MOWER
G	100-212000	ACCOUNTS PAYABLE	\$1,608.75	694629	68" TOUGH CUT MOWER
G	100-212000	ACCOUNTS PAYABLE	\$508.75	694629	68" TOUGH CUT MOWER
Total	WALDSCHMIDTS TOWN & COUNTRY		\$4,235.00		
Paid Chk#	033685	12/13/2019	WASTEBUILT		
G	601-212000	ACCOUNTS PAYABLE	\$1,854.16	3416815	CWRC-MANHOLE ADJUSTMENT
Total	WASTEBUILT		\$1,854.16		
Paid Chk#	033686	12/13/2019	WIL-KIL PEST CONTROL		
G	100-212000	ACCOUNTS PAYABLE	\$46.00	3788366	COMPLEX-LINCOLN BUILDING
Total	WIL-KIL PEST CONTROL		\$46.00		
Paid Chk#	033687	12/13/2019	WISCONSIN CHIEFS OF POLICE		
G	100-212000	ACCOUNTS PAYABLE	\$130.00	3388	PD-MEMBERSHIP RENEWAL 2020

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Total	WISCONSIN CHIEFS OF POLICE	\$130.00		
Paid Chk#	033688	12/20/2019	WE ENERGIES-PO BOX 90001	
G 100-212000	ACCOUNTS PAYABLE	\$144.33	045	BOY SCOUT HOUSE
G 100-212000	ACCOUNTS PAYABLE	\$579.51	082	FD
G 601-212000	ACCOUNTS PAYABLE	\$11.47	176	SEWER - DORCHESTER #4
G 100-212000	ACCOUNTS PAYABLE	\$141.84	213	GIRL SCOUT HOUSE
G 601-212000	ACCOUNTS PAYABLE	\$15.44	229	SEWER - EVERGREEN #7
G 601-212000	ACCOUNTS PAYABLE	\$129.38	296	SEWER - PARK LANE CWRC
G 240-212000	ACCOUNTS PAYABLE	\$28.05	384	POOL
G 601-212000	ACCOUNTS PAYABLE	\$368.62	423	SEWER - PARK LANE CONTROL BLDG
G 100-212000	ACCOUNTS PAYABLE	\$1,054.61	425	GYM
G 260-212000	ACCOUNTS PAYABLE	\$717.15	477	LIBRARY
G 100-212000	ACCOUNTS PAYABLE	\$51.85	495	DPW - ELECTRIC
G 100-212000	ACCOUNTS PAYABLE	\$90.70	522	EM
G 100-212000	ACCOUNTS PAYABLE	\$792.55	610	PD
G 100-212000	ACCOUNTS PAYABLE	\$1,040.37	666	LINCOLN BLDG
G 601-212000	ACCOUNTS PAYABLE	\$12.11	804	SEWER - KENZIE #11
G 601-212000	ACCOUNTS PAYABLE	\$11.47	866	SEWER - KEUP #10
G 601-212000	ACCOUNTS PAYABLE	\$28.32	928	SEWER - GARFIELD #9
G 601-212000	ACCOUNTS PAYABLE	\$8.73	943	SEWER - HIGHLAND #8
G 100-212000	ACCOUNTS PAYABLE	\$854.66	952	CH
G 100-212000	ACCOUNTS PAYABLE	\$1,101.44	957	DPW FACILITY
G 100-212000	ACCOUNTS PAYABLE	\$796.54	971	FD
G 240-212000	ACCOUNTS PAYABLE	\$8.63	991	POOL
Total	WE ENERGIES-PO BOX 90001	\$7,987.77		
Paid Chk#	033689	12/20/2019	ABT MAILCOM	
G 100-212000	ACCOUNTS PAYABLE	\$1,535.91	35493	TREAS-TAX BILLS
Total	ABT MAILCOM	\$1,535.91		
Paid Chk#	033690	12/20/2019	ADVANCED DISPOSAL	
G 100-212000	ACCOUNTS PAYABLE	\$389.37	E10001385081	DPW-ROLL-OFF EXCHANGE
Total	ADVANCED DISPOSAL	\$389.37		
Paid Chk#	033691	12/20/2019	AIRGAS USA LLC	
G 100-212000	ACCOUNTS PAYABLE	\$28.20	9966536076	DPW-CYLINDER RENTALS
Total	AIRGAS USA LLC	\$28.20		
Paid Chk#	033692	12/20/2019	ASSESSMENT TECHNOLOGIES OF WI	
G 100-212000	ACCOUNTS PAYABLE	\$1,889.13	8611	ASSESSOR-COMPUTER/COPIER
Total	ASSESSMENT TECHNOLOGIES OF WI	\$1,889.13		
Paid Chk#	033693	12/20/2019	BAKER & TAYLOR AV VIDMASS	
G 260-212000	ACCOUNTS PAYABLE	\$96.92	H40946430	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	\$28.67	H40946430	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	\$46.66	H41665320	LIBR-PUBLICATIONS
Total	BAKER & TAYLOR AV VIDMASS	\$172.25		

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Paid Chk#	033694	12/20/2019	BAKER & TAYLOR BOOKS		
G	260-212000	ACCOUNTS PAYABLE	\$470.58	2034898285	LIBR-PUBLICATIONS
	Total	BAKER & TAYLOR BOOKS	\$470.58		
Paid Chk#	033695	12/20/2019	BAKER & TAYLOR INC		
G	260-212000	ACCOUNTS PAYABLE	\$250.00	NS19120229	LIBR-PUBLICATIONS
	Total	BAKER & TAYLOR INC	\$250.00		
Paid Chk#	033696	12/20/2019	BLUM, ERIN		
G	100-212000	ACCOUNTS PAYABLE	\$200.00	CK REQ	SRCTR-TEACHER FEE-WATERCOLOR CLASS
	Total	BLUM, ERIN	\$200.00		
Paid Chk#	033697	12/20/2019	BOEHLKE BOTTLED GAS CORP.		
G	221-212000	ACCOUNTS PAYABLE	\$869.90	U0017124	DPW-FUEL INVENTORY
	Total	BOEHLKE BOTTLED GAS CORP.	\$869.90		
Paid Chk#	033698	12/20/2019	BURKE TRUCK & EQUIPMENT CO.		
G	100-212000	ACCOUNTS PAYABLE	\$381.93	25992	DPW-MAINTENANCE
	Total	BURKE TRUCK & EQUIPMENT CO.	\$381.93		
Paid Chk#	033699	12/20/2019	CDW GOVERNMENT, INC.		
G	100-212000	ACCOUNTS PAYABLE	\$178.97	VZC7501	ASSESSOR-COMPUTER/COPIER
	Total	CDW GOVERNMENT, INC.	\$178.97		
Paid Chk#	033700	12/20/2019	CEDARBURG CHAMBER OF COMMERCE		
G	260-212000	ACCOUNTS PAYABLE	\$50.00	CK REQ	LIBR-PRESENTER FOR ADULT ART PROGRAM
	Total	CEDARBURG CHAMBER OF COMMERCE	\$50.00		
Paid Chk#	033701	12/20/2019	CEDARBURG CHAMBER OF COMMERCE		
G	100-212000	ACCOUNTS PAYABLE	\$175.00	11474	COUNCIL-MEMBERSHIP DUES 2020
	Total	CEDARBURG CHAMBER OF COMMERCE	\$175.00		
Paid Chk#	033702	12/20/2019	CEDARBURG FIRE DEPARTMENT-POBX		
G	100-212000	ACCOUNTS PAYABLE	\$820.00	2019-1208	PD-MEDICAL SUPPLIES-EPIPENS
	Total	CEDARBURG FIRE DEPARTMENT-POBX	\$820.00		
Paid Chk#	033703	12/20/2019	CEDARBURG LIGHT & WATER		
G	100-212000	ACCOUNTS PAYABLE	\$1,973.29	CK REQ	WATER SPLY IMPACT FEE-HOMES BY TOWNE N82W5058 TERN TERRACE
G	100-212000	ACCOUNTS PAYABLE	\$1,973.29	CK REQ	WATER SPLY IMPACT FEE-CORNERSTONE DEV W59N1159 JAMES CIRCLE
G	100-212000	ACCOUNTS PAYABLE	\$1,973.29	CK REQ	WATER SPLY IMPACT FEE-HOMES BY TOWNE N82W5074 TERN TERRACE
	Total	CEDARBURG LIGHT & WATER	\$5,919.87		
Paid Chk#	033704	12/20/2019	CINTAS CORPORATION		
G	100-212000	ACCOUNTS PAYABLE	\$144.65	40369777020	DPW-OPERATING
G	100-212000	ACCOUNTS PAYABLE	\$144.65	4037509929	DPW-OPERATING
	Total	CINTAS CORPORATION	\$289.30		

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Paid Chk#	033705	12/20/2019	CLEMENT, BRIAN		
G 100-212000	ACCOUNTS PAYABLE		\$565.00	885776	REC-PAINT OFFICES
	Total CLEMENT, BRIAN		\$565.00		
Paid Chk#	033706	12/20/2019	COMPLETE OFFICE OF WISCONSIN		
G 100-212000	ACCOUNTS PAYABLE		\$18.19	523233	PD-OFFICE SUPPLIES
	Total COMPLETE OFFICE OF WISCONSIN		\$18.19		
Paid Chk#	033707	12/20/2019	CUTTING EDGE LANDSCAPING		
G 200-212000	ACCOUNTS PAYABLE		\$745.00	1089	CEMETERY-MAINTENANCE
	Total CUTTING EDGE LANDSCAPING		\$745.00		
Paid Chk#	033708	12/20/2019	DELAFIELD MUNICIPAL COURT		
G 100-212000	ACCOUNTS PAYABLE		\$346.80	CK REQ	PD-BOND ALEXUS D. NESS-CASE #AD2442532, AD2442543, AD2442554
	Total DELAFIELD MUNICIPAL COURT		\$346.80		
Paid Chk#	033709	12/20/2019	DEPARTMENT OF ADMIN DRAWER 622		
G 260-212000	ACCOUNTS PAYABLE		\$600.00	505-00000425	LIBR-SHARED SERVICES-TEACH
	Total DEPARTMENT OF ADMIN DRAWER 622		\$600.00		
Paid Chk#	033710	12/20/2019	DEVELOPMENTAL DISABILITIES		
G 100-212000	ACCOUNTS PAYABLE		\$70.76	19200258	PARKS-MAINTENANCE
	Total DEVELOPMENTAL DISABILITIES		\$70.76		
Paid Chk#	033711	12/20/2019	FASTENAL COMPANY		
G 100-212000	ACCOUNTS PAYABLE		\$24.41	WISAU114799	DWP-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE		\$699.96	WISAU114857	DWP-MAINTENANCE PARTS
	Total FASTENAL COMPANY		\$724.37		
Paid Chk#	033712	12/20/2019	FIRST CHOICE TREE CARE, INC.		
G 100-212000	ACCOUNTS PAYABLE		\$1,121.00	29764	PARKS-FINES & FEES
G 100-212000	ACCOUNTS PAYABLE		\$681.00	29764	PARKS-LEGACY TREE & BENCH
G 100-212000	ACCOUNTS PAYABLE		\$7,365.00	29764	PARKS-NEW SUBDIVISIONS
	Total FIRST CHOICE TREE CARE, INC.		\$9,167.00		
Paid Chk#	033713	12/20/2019	GENERAL COMMUNICATIONS, INC.		
G 100-212000	ACCOUNTS PAYABLE		\$255.00	277314	PD-SUPPLIES
	Total GENERAL COMMUNICATIONS, INC.		\$255.00		
Paid Chk#	033714	12/20/2019	GHD SERVICES, INC		
G 350-212000	ACCOUNTS PAYABLE		\$2,225.25	1035584	NOVEMBER 2019 CONSULTING
	Total GHD SERVICES, INC		\$2,225.25		
Paid Chk#	033715	12/20/2019	GORDIE BOUCHER FORD OF THIENS		
G 100-212000	ACCOUNTS PAYABLE		\$382.14	106748	PD-REPAIR
	Total GORDIE BOUCHER FORD OF THIENS		\$382.14		
Paid Chk#	033716	12/20/2019	JAMES IMAGING SYSTEMS, INC.		

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G 100-212000	ACCOUNTS PAYABLE		\$228.84	26066215	REC-COPIER
G 100-212000	ACCOUNTS PAYABLE		\$252.76	26066215	TECH-COPIER - 2ND FLOOR
G 100-212000	ACCOUNTS PAYABLE		\$305.25	26066215	TECH-COPIER-1ST FLOOR
Total	JAMES IMAGING SYSTEMS, INC.		\$786.85		
Paid Chk#	033717	12/20/2019	JOE JACOBS		
G 100-212000	ACCOUNTS PAYABLE		\$150.00	19-018	BI-DECEMBER 17, 18, 19, 2019
Total	JOE JACOBS		\$150.00		
Paid Chk#	033718	12/20/2019	LAROSA LANDSCAPE COMPANY		
G 260-212000	ACCOUNTS PAYABLE		\$660.00	0004967-IN	LIBR-MAINTENANCE 10/31/19-11/14/19
Total	LAROSA LANDSCAPE COMPANY		\$660.00		
Paid Chk#	033719	12/20/2019	LIESENER SOILS INC.		
G 100-212000	ACCOUNTS PAYABLE		\$174.00	0176229-IN	PARKS-MAINTENANCE
Total	LIESENER SOILS INC.		\$174.00		
Paid Chk#	033720	12/20/2019	M SQUARED ENGINEERING LLC		
G 200-212000	ACCOUNTS PAYABLE		\$1,447.32	19419	CEMETERY-PROFESSIONAL SERVICES
Total	M SQUARED ENGINEERING LLC		\$1,447.32		
Paid Chk#	033721	12/20/2019	MACQUEEN EQUIPMENT		
G 100-212000	ACCOUNTS PAYABLE		\$1,402.17	W01990	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE		\$1,005.56	W02751	DPW-MAINTENANCE PARTS
Total	MACQUEEN EQUIPMENT		\$2,407.73		
Paid Chk#	033722	12/20/2019	MANAGERPLUS		
G 100-212000	ACCOUNTS PAYABLE		\$749.00	262-375-76061	DPW-SOFTWARE AGREEMENT 1/5/20-1/4/21
Total	MANAGERPLUS		\$749.00		
Paid Chk#	033723	12/20/2019	MARQUETTE UNIVERSITY		
G 260-212000	ACCOUNTS PAYABLE		\$155.00	1	LIBR-PUBLICATIONS
Total	MARQUETTE UNIVERSITY		\$155.00		
Paid Chk#	033724	12/20/2019	MIDLAND HEALTH TESTING SERVICE		
G 100-212000	ACCOUNTS PAYABLE		\$384.40	M891	DPW&CWRC DRUG TESTING
G 100-212000	ACCOUNTS PAYABLE		\$189.40	M891	DPW&CWRC DRUG TESTING
Total	MIDLAND HEALTH TESTING SERVICE		\$573.80		
Paid Chk#	033725	12/20/2019	MID-STATE EQUIPMENT		
G 100-212000	ACCOUNTS PAYABLE		\$232.44	H45627	DPW-MAINTENANCE PARTS
Total	MID-STATE EQUIPMENT		\$232.44		
Paid Chk#	033726	12/20/2019	MOEGENBURG WINDOW CLEAN-CHUCK		
G 100-212000	ACCOUNTS PAYABLE		\$110.00	1	COMPLEX-MAINTENANCE
Total	MOEGENBURG WINDOW CLEAN-CHUCK		\$110.00		
Paid Chk#	033727	12/20/2019	MONARCH LIBRARY SYSTEM		
G 260-212000	ACCOUNTS PAYABLE		\$16.95	414789	LIBR-TELEPHONY JULY-SEPT 2019

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G 260-212000	ACCOUNTS PAYABLE	\$10.00	414847	LIBR-WINTER CELEBRATION LUNCH
Total	MONARCH LIBRARY SYSTEM	\$26.95		
Paid Chk#	033728	12/20/2019	NAPA AUTO PARTS	
G 100-212000	ACCOUNTS PAYABLE	\$12.68	5269-045609	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	\$11.99	5269-045609	DPW-MAINTENANCE PARTS
G 601-212000	ACCOUNTS PAYABLE	\$18.87	5269-045932	CWRC-MAINTENANCE SUPPLIES DIESEL TREATMENT
G 601-212000	ACCOUNTS PAYABLE	\$17.10	5269-045978	CWRC-MAINTENANCE SUPPLIES
Total	NAPA AUTO PARTS	\$60.64		
Paid Chk#	033729	12/20/2019	NEU S BUILDING CENTER, INC.	
G 100-212000	ACCOUNTS PAYABLE	\$855.58	4040211	DPW-MAINTENANCE PARTS
Total	NEU S BUILDING CENTER, INC.	\$855.58		
Paid Chk#	033730	12/20/2019	NEWMAN CHEVROLET	
G 100-212000	ACCOUNTS PAYABLE	\$370.00	166016	DPW-MAINTENANCE PARTS-PANEL
G 700-212000	ACCOUNTS PAYABLE	\$2,973.57	16646	INSURANCE CLAIM-2018 EXPLORER
Total	NEWMAN CHEVROLET	\$3,343.57		
Paid Chk#	033731	12/20/2019	OFFICE DEPOT	
G 100-212000	ACCOUNTS PAYABLE	\$15.39	412463416001	ADMIN-OFFICE SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$50.00	412463416001	TREAS-OFFICE SUPPLIES-PAPER
Total	OFFICE DEPOT	\$65.39		
Paid Chk#	033732	12/20/2019	OLIVER FIONTAR LLC	
G 350-212000	ACCOUNTS PAYABLE	\$19,532.50	558	TIF #4-DRAW #26
G 350-212000	ACCOUNTS PAYABLE	\$13,902.90	559	TIF #4-DRAW #26
Total	OLIVER FIONTAR LLC	\$33,435.40		
Paid Chk#	033733	12/20/2019	OLSEN S PIGGLY WIGGLY	
G 100-212000	ACCOUNTS PAYABLE	\$88.78	38313	PD-SUPPLIES
Total	OLSEN S PIGGLY WIGGLY	\$88.78		
Paid Chk#	033734	12/20/2019	ONTECH SYSTEMS, INC	
G 100-212000	ACCOUNTS PAYABLE	\$135.00	45255	COPIER SETUP & REC TRAC
G 601-212000	ACCOUNTS PAYABLE	\$27.00	45256	CWRC-PROFESSIONAL SERVICES
Total	ONTECH SYSTEMS, INC	\$162.00		
Paid Chk#	033735	12/20/2019	OUT & OUT CATERING	
G 100-212000	ACCOUNTS PAYABLE	\$455.75	E07432	PD-LUNCHEON
Total	OUT & OUT CATERING	\$455.75		
Paid Chk#	033736	12/20/2019	OWEN S OFFICE SUPPLIES	
G 100-212000	ACCOUNTS PAYABLE	\$73.50	29279	BI-FORMS
Total	OWEN S OFFICE SUPPLIES	\$73.50		
Paid Chk#	033737	12/20/2019	PAYNE & DOLAN, INC.PO BOX 781	
G 100-212000	ACCOUNTS PAYABLE	\$94.22	1657338	DPW-STREET REPAIR & MAINTENANCE

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Total	PAYNE & DOLAN, INC.PO BOX 781	\$94.22		
Paid Chk#	033738	12/20/2019	PORT WASHINGTON SENIOR CENTER	
G 100-212000	ACCOUNTS PAYABLE	\$1,487.52	100	SRCTR-TOURS-CHRISTMAS STORY FIRESIDE
total	PORT WASHINGTON SENIOR CENTER	\$1,487.52		
Paid Chk#	033739	12/20/2019	QUALITY STATE OIL CO.,INC.	
G 100-212000	ACCOUNTS PAYABLE	\$3,120.98	1777116	DPW-GAS & OIL
G 100-212000	ACCOUNTS PAYABLE	\$5,047.00	1777117	DPW-GAS & OIL
G 100-212000	ACCOUNTS PAYABLE	\$103.74	3740770	DPW-GAS & OIL
Total	QUALITY STATE OIL CO.,INC.	\$8,271.72		
Paid Chk#	033740	12/20/2019	R&B SUPPLY CO.INC.	
G 100-212000	ACCOUNTS PAYABLE	\$422.60	73771	DPW-MAINTENANCE PARTS-TARCO WORK LIGHTS
Total	R&B SUPPLY CO.INC.	\$422.60		
Paid Chk#	033741	12/20/2019	RESPONDER SERVICES LLC	
G 100-212000	ACCOUNTS PAYABLE	\$249.00	19275	PD-AED-EM
Total	RESPONDER SERVICES LLC	\$249.00		
Paid Chk#	033742	12/20/2019	ROLAND MACHINERY EXCHANGE	
G 100-212000	ACCOUNTS PAYABLE	\$108.20	47002951	DPW-MAINTENANCE PARTS
Total	ROLAND MACHINERY EXCHANGE	\$108.20		
Paid Chk#	033743	12/20/2019	SHEFFIELD, MARY	
G 100-212000	ACCOUNTS PAYABLE	\$2,297.50	CK REQ	ED-DECEMBER 2019
Total	SHEFFIELD, MARY	\$2,297.50		
Paid Chk#	033744	12/20/2019	SHERWIN INDUSTRIES, INC.	
G 100-212000	ACCOUNTS PAYABLE	\$1,434.80	SC044168	DPW-STORM REPAIR & MAINTENANCE
Total	SHERWIN INDUSTRIES, INC.	\$1,434.80		
Paid Chk#	033745	12/20/2019	SHORT ELLIOTT HENDRICKSON INC	
G 100-212000	ACCOUNTS PAYABLE	\$438.23	378557	ENG-PROFESSIONAL SERVICES
Total	SHORT ELLIOTT HENDRICKSON INC	\$438.23		
Paid Chk#	033746	12/20/2019	SNAP-ON INDUSTRIAL	
G 100-212000	ACCOUNTS PAYABLE	\$4,975.86	ARV/42232193	DPW-TOOLS
Total	SNAP-ON INDUSTRIAL	\$4,975.86		
Paid Chk#	033747	12/20/2019	STAAB CONSTRUCTION CORPORATION	
G 400-212000	ACCOUNTS PAYABLE	\$24,938.10	2017-03	DAMS ENVIRONMENTAL FUND
al	STAAB CONSTRUCTION CORPORATION	\$24,938.10		
Paid Chk#	033748	12/20/2019	SUPERIOR CHEMICAL CORP.	
G 100-212000	ACCOUNTS PAYABLE	\$610.41	247922	DPW-MAINTENANCE
Total	SUPERIOR CHEMICAL CORP.	\$610.41		
Paid Chk#	033749	12/20/2019	SYMBIONT	

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G 200-212000	ACCOUNTS PAYABLE		\$4,655.45	49898	CEMETERY-PROFESSIONAL SERVICES
	Total SYMBIONT		\$4,655.45		
<hr/>					
Paid Chk# 033750	12/20/2019	TAPCO			
G 100-212000	ACCOUNTS PAYABLE		\$129.40	1657193	DPW-SIGNS
	Total TAPCO		\$129.40		
<hr/>					
Paid Chk# 033751	12/20/2019	THAT TACO GUY			
G 100-212000	ACCOUNTS PAYABLE		\$769.30	040	EE WELLNESS/EE LUNCH
	Total THAT TACO GUY		\$769.30		
<hr/>					
Paid Chk# 033752	12/20/2019	TIME WARNER CABLE-PO BOX 4639			
G 100-212000	ACCOUNTS PAYABLE		\$8.84	3301	DPW-ADAPTERS
G 240-212000	ACCOUNTS PAYABLE		\$134.98	709737801121	POOL-INTERNET
G 100-212000	ACCOUNTS PAYABLE		\$423.53	709872301121	PD-VOICE-11/8/19-12/7/19
G 100-212000	ACCOUNTS PAYABLE		\$421.29	709872301121	PD-VOICE-12/8/19-1/7/20
	Total TIME WARNER CABLE-PO BOX 4639		\$988.64		
<hr/>					
Paid Chk# 033753	12/20/2019	TIRES UNLIMITED AUTOMOTIVE			
G 100-212000	ACCOUNTS PAYABLE		\$584.00	20429	PD-2014 FORD
	Total TIRES UNLIMITED AUTOMOTIVE		\$584.00		
<hr/>					
Paid Chk# 033754	12/20/2019	UNIFIRST CORPORATION			
G 601-212000	ACCOUNTS PAYABLE		\$65.08	096 1105269	CWRC-SAFETY
G 100-212000	ACCOUNTS PAYABLE		\$57.61	096 1105272	DPW-OPERATING
	Total UNIFIRST CORPORATION		\$122.69		
<hr/>					
Paid Chk# 033755	12/20/2019	VALU RITE CORPORATION			
G 100-212000	ACCOUNTS PAYABLE		\$1,125.00	CK REQ	ASSESSORS-COMM. MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE		\$1,083.33	CK REQ	ASSESSORS-REVALUATION
	Total VALU RITE CORPORATION		\$2,208.33		
<hr/>					
Paid Chk# 033756	12/20/2019	W.H. JACKLIN, INC.			
G 100-212000	ACCOUNTS PAYABLE		\$5,965.00	J1911401	PD-CARRIER I-VU OPEN WEB SERVER
	Total W.H. JACKLIN, INC.		\$5,965.00		
<hr/>					
Paid Chk# 033757	12/20/2019	WASTE MANAGEMENT OF WISCONSIN			
G 100-212000	ACCOUNTS PAYABLE		\$35,524.26	6427866-2275-	COMPLEX-RUBBISH & RECYCLING
G 100-212000	ACCOUNTS PAYABLE		\$17,154.72	6427866-2275-	COMPLEX-RUBBISH & RECYCLING
G 100-212000	ACCOUNTS PAYABLE		\$120.00	6433385-2275-	DPW-ROLL-OFF
	Total WASTE MANAGEMENT OF WISCONSIN		\$52,798.98		
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Paid Chk# 033758	12/20/2019	WINTER EQUIPMENT COMPANY			
G 100-212000	ACCOUNTS PAYABLE		\$204.01	IV42863	DPW-MAINTENANCE SUPPLIES
	Total WINTER EQUIPMENT COMPANY		\$204.01		
<hr/>					
Paid Chk# 033759	12/20/2019	WISCONSIN STEAM CLEANER			
G 100-212000	ACCOUNTS PAYABLE		\$1,011.05	53253	DPW-REPAIR-LANDA PRESSURE WASHER

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Total	WISCONSIN STEAM CLEANER	\$1,011.05		
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Paid Chk#	033760	12/20/2019	YOUNG, TONY	
G 100-212000	ACCOUNTS PAYABLE	\$200.00	120	PD-REPAIR & MAINTENANCE
	Total YOUNG, TONY	\$200.00		
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Paid Chk#	033762	12/27/2019	ACL LABORATORIES	
G 100-212000	ACCOUNTS PAYABLE	\$26.80	323L1568049	PD-LAB DRAW
	Total ACL LABORATORIES	\$26.80		
<hr/>				
Paid Chk#	033763	12/27/2019	ADP, LLC.	
G 100-212000	ACCOUNTS PAYABLE	\$1,380.90	548054409	TREAS-PAYROLL PROCESSING
G 100-212000	ACCOUNTS PAYABLE	\$401.28	548055572	TREAS-PAYROLL PROCESSING
G 100-212000	ACCOUNTS PAYABLE	\$475.20	548055590	TREAS-PAYROLL PROCESSING
	Total ADP, LLC.	\$2,257.38		
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Paid Chk#	033764	12/27/2019	AT&T MOBILITY	
G 100-212000	ACCOUNTS PAYABLE	\$288.62	287289051101	PD-WIRELESS
	Total AT&T MOBILITY	\$288.62		
<hr/>				
Paid Chk#	033765	12/27/2019	AT&TPO BOX 5080	
G 601-212000	ACCOUNTS PAYABLE	\$65.66	262375760312	CWRC-PHONE
G 260-212000	ACCOUNTS PAYABLE	\$193.00	262375760312	LIBRARY-PHONE
G 100-212000	ACCOUNTS PAYABLE	\$50.89	262375760312	DPW-PHONE
G 100-212000	ACCOUNTS PAYABLE	\$66.78	262375760312	CH-PHONE
G 100-212000	ACCOUNTS PAYABLE	\$50.97	262375760312	FD-PHONE
G 100-212000	ACCOUNTS PAYABLE	\$150.00	262375762412	PD-PHONE
	Total AT&TPO BOX 5080	\$577.30		
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Paid Chk#	033766	12/27/2019	BAKER & TAYLOR AV VIDMASS	
G 260-212000	ACCOUNTS PAYABLE	\$60.99	H41864120	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	\$124.12	H41922780	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	\$17.90	H42213170	LIBR-PUBLICATIONS
	Total BAKER & TAYLOR AV VIDMASS	\$203.01		
<hr/>				
Paid Chk#	033767	12/27/2019	BEYER S HARDWARE STORE	
G 100-212000	ACCOUNTS PAYABLE	\$18.89	153679	COMPLEX-EQUIPMENT
G 100-212000	ACCOUNTS PAYABLE	\$50.37	153737	DPW-OPERATING
G 100-212000	ACCOUNTS PAYABLE	\$120.00	153744	DPW-OPERATING-LASTER LIGHTS
G 100-212000	ACCOUNTS PAYABLE	\$26.95	153793	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	\$26.97	153828	COMPLEX-OPERATING
G 100-212000	ACCOUNTS PAYABLE	\$7.18	153837	COMPLEX-OPERATING
G 100-212000	ACCOUNTS PAYABLE	\$53.96	153842	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	\$4.94	153886	COMPLEX-OPERATING
G 100-212000	ACCOUNTS PAYABLE	\$20.25	153898	PARKS-REPAIR
G 100-212000	ACCOUNTS PAYABLE	\$4.31	153915	PD-REPAIR
G 100-212000	ACCOUNTS PAYABLE	\$8.54	153945	PD-SUPPLIES
	Total BEYER S HARDWARE STORE	\$342.36		

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Paid Chk# 033768 12/27/2019 BUSINESS CARD				
G 100-212000	ACCOUNTS PAYABLE	\$86.28	3318	PD-OFFICE SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$58.80	3318	PD-K-9 TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$54.99	3318	PD-MAINTENANCE SUPPLIS
G 100-212000	ACCOUNTS PAYABLE	\$17.99	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$1.00	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$392.00	3318	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$170.00	8215	PD-TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$1.00	8215	PD-FINANCE CHARGE
G 100-212000	ACCOUNTS PAYABLE	\$85.00	8215	PD-TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$13.46	9962	PD-SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$200.00	9962	EE-GLENN'S RETIREMENT GIFT FROM CITY
G 100-212000	ACCOUNTS PAYABLE	\$1.00	9967	PD-FINANCE CHARGE
G 100-212000	ACCOUNTS PAYABLE	\$12.44	9967	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$9.11	9967	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$150.00	9967	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$555.00	9967	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$20.00	9967	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$11.39	9967	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$20.79	9967	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$11.39	9967	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$11.21	9967	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$9.12	9967	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$16.35	9967	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$38.55	9967	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$15.95	9967	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$232.00	9967	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$15.33	9967	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$21.46	9967	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$21.51	9967	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$44.95	9967	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$13.21	9967	PD-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$28.70	9967	PD-TRAVEL & TRAINING
Total BUSINESS CARD		\$2,339.98		
Paid Chk# 033769 12/27/2019 CEDARBURG CHAMBER OF COMMERCE				
G 100-212000	ACCOUNTS PAYABLE	\$200.00	CK REQ	RETIREMENT GIFT - PETE WEGNER
II CEDARBURG CHAMBER OF COMMERCE		\$200.00		
Paid Chk# 033770 12/27/2019 CITY OF PORT WASHINGTON				
G 220-212000	ACCOUNTS PAYABLE	\$688.07	1	REC-SUPPLIES & EXPENSES
Total CITY OF PORT WASHINGTON		\$688.07		
Paid Chk# 033771 12/27/2019 GALLS, LLC-DBA LARK UNIFORMS				
G 100-212000	ACCOUNTS PAYABLE	\$167.37	014423443	PD-UNIFORMS
G 100-212000	ACCOUNTS PAYABLE	\$22.45	014423443	PD-UNIFORMS
G 100-212000	ACCOUNTS PAYABLE	\$127.86	014423443	PD-UNIFORMS

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Total	GALLS, LLC-DBA LARK UNIFORMS	\$317.68		
Paid Chk#	033772	12/27/2019	GRAEF	
G	400-212000	ACCOUNTS PAYABLE	\$3,425.00	0107111 ENVIRONMENTAL FUND
	Total	GRAEF	\$3,425.00	
Paid Chk#	033773	12/27/2019	INAYAI KEVAL	
G	700-212000	ACCOUNTS PAYABLE	\$824.21	CK REQ L&W 10/10/19 AUTO PHYSICAL DAMAGE CLAIM
	Total	INAYAI KEVAL	\$824.21	
Paid Chk#	033774	12/27/2019	LEAGUE OF WI.MUNICIPALITIES	
G	100-212000	ACCOUNTS PAYABLE	\$4,420.15	10095 CC-SUBSCRIPTIONS & DUES- 2020
	Total	LEAGUE OF WI.MUNICIPALITIES	\$4,420.15	
Paid Chk#	033775	12/27/2019	MORaine PARK TECH COLLEGE-BUS	
G	220-212000	ACCOUNTS PAYABLE	\$51.00	FALL2019 REC-SAFETY EQUIPMENT
	Total	MORaine PARK TECH COLLEGE-BUS	\$51.00	
Paid Chk#	033776	12/27/2019	OZAUKEE COUNTY CLERK OFCOURTS	
G	100-212000	ACCOUNTS PAYABLE	\$200.00	CK REQ PD-AUSTIN ZILLMER CPD CASE 19-27377
	Total	OZAUKEE COUNTY CLERK OFCOURTS	\$200.00	
Paid Chk#	033777	12/27/2019	RUEKERT & MIELKE	
G	100-212000	ACCOUNTS PAYABLE	\$120.75	130158 ENG-PROFISSIONAL SERVICES
G	100-212000	ACCOUNTS PAYABLE	\$386.95	130159 ENG-HWY 60 BUSINESS PARK
	Total	RUEKERT & MIELKE	\$507.70	
Paid Chk#	033778	12/27/2019	TIME WARNER CABLE-PO BOX 4639	
G	100-212000	ACCOUNTS PAYABLE	\$134.98	0101 EM-INTERNET
G	100-212000	ACCOUNTS PAYABLE	\$117.48	6601 PARKS-INTERNET
G	100-212000	ACCOUNTS PAYABLE	\$1,026.50	6601 CH-INTERNET
G	100-212000	ACCOUNTS PAYABLE	\$117.48	6601 DPW-INTERNET
	Total	TIME WARNER CABLE-PO BOX 4639	\$1,396.44	
Paid Chk#	033779	12/27/2019	TOWN OF CEDARBURG	
G	100-212000	ACCOUNTS PAYABLE	\$129.88	287293794226 REIMBURSEMENT OF SEPT
G	100-212000	ACCOUNTS PAYABLE	\$129.90	287293794226 REIMBURSEMENT OCT 2019
	Total	TOWN OF CEDARBURG	\$259.78	
Paid Chk#	033780	12/27/2019	VILLAGE OF GRAFTON-PARKS & REC	
G	220-212000	ACCOUNTS PAYABLE	\$810.60	1 REC-POLAR EXPRESS PAYMENT
	Total	VILLAGE OF GRAFTON-PARKS & REC	\$810.60	
Paid Chk#	033781	12/27/2019	WE ENERGIES-PO BOX 90001	
G	100-212000	ACCOUNTS PAYABLE	\$19.58	994 PD
	Total	WE ENERGIES-PO BOX 90001	\$19.58	
Paid Chk#	033782	12/27/2019	WHITESIDE, JUSTIN	

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		Check Amt	Invoice	Comment
G 100-212000	ACCOUNTS PAYABLE	\$19.50	CK REQ	PD-REIMBURSEMENT OF OVERPAYMENT OF DMV FEES
Total WHITESIDE, JUSTIN		\$19.50		
Paid Chk# 033783	1/3/2020	ALLIANCE TECHNOLOGY, LLC		
G 601-212000	ACCOUNTS PAYABLE	\$1,571.01	31311	CWRC-MAINTENANCE
Total ALLIANCE TECHNOLOGY, LLC		\$1,571.01		
Paid Chk# 033784	1/3/2020	AT&T LONG DISTANCE		
G 260-212000	ACCOUNTS PAYABLE	\$28.38	1746	LIBR-LONG DISTANCE
G 100-212000	ACCOUNTS PAYABLE	\$4.05	1746	PD-LONG DISTANCE
G 100-212000	ACCOUNTS PAYABLE	\$265.73	1746	L&W-LONG DISTANCE
Total AT&T LONG DISTANCE		\$298.16		
Paid Chk# 033785	1/3/2020	AT&T MOBILITY		
G 100-212000	ACCOUNTS PAYABLE	\$130.10	287293794226	EM-WIRELESS
Total AT&T MOBILITY		\$130.10		
Paid Chk# 033786	1/3/2020	BAKER & TAYLOR AV VIDMASS		
G 260-212000	ACCOUNTS PAYABLE	\$419.07	H41492600	LIBR-PUBLICATIONS
Total BAKER & TAYLOR AV VIDMASS		\$419.07		
Paid Chk# 033787	1/3/2020	BEAR GRAPHICS, INC.		
G 100-212000	ACCOUNTS PAYABLE	\$278.06	0837264	CLERKS-ELECTION SUPPLIES
Total BEAR GRAPHICS, INC.		\$278.06		
Paid Chk# 033788	1/3/2020	BEST HEATING & AIR CONDITION		
G 700-212000	ACCOUNTS PAYABLE	\$4,266.00	18311	INS. CLAIMS - 2019 - FD MODINE POWER VENTERED UNIT HEATER
Total BEST HEATING & AIR CONDITION		\$4,266.00		
Paid Chk# 033789	1/3/2020	BEYER S HARDWARE STORE		
G 601-212000	ACCOUNTS PAYABLE	\$142.11	153795	CWRC-MAINTENANCE
G 601-212000	ACCOUNTS PAYABLE	\$4.45	154034	CWRC-MAINTENANCE
Total BEYER S HARDWARE STORE		\$146.56		
Paid Chk# 033790	1/3/2020	BUSINESS CARD		
G 601-212000	ACCOUNTS PAYABLE	(\$89.86)	1764	CWRC-MAINTENANCE
G 601-212000	ACCOUNTS PAYABLE	\$1.38	1764	CWRC-MAINTENANCE
G 601-212000	ACCOUNTS PAYABLE	\$649.00	1764	CWRC-MAINTENANCE
G 601-212000	ACCOUNTS PAYABLE	\$228.76	1764	CWRC-MAINTENANCE
G 601-212000	ACCOUNTS PAYABLE	\$182.41	1764	CWRC-SAFETY
G 601-212000	ACCOUNTS PAYABLE	\$35.00	1764	CWRC-MAINTENANCE
G 601-212000	ACCOUNTS PAYABLE	\$24.06	1764	CWRC-MAINTENANCE
G 601-212000	ACCOUNTS PAYABLE	\$50.00	1764	CWRC-MAINTENANCE
G 601-212000	ACCOUNTS PAYABLE	\$164.17	1764	CWRC-MAINTENANCE
G 601-212000	ACCOUNTS PAYABLE	\$20.99	1764	CWRC-MAINTENANCE
G 601-212000	ACCOUNTS PAYABLE	\$150.97	1764	CWRC-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$9.99	3367	PARKS-REPAIR AND EQUIPMENT

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		Check Amt	Invoice	Comment
G 100-212000	ACCOUNTS PAYABLE	\$199.99	3367	REC-OTHER-DISPLAY
G 220-212000	ACCOUNTS PAYABLE	\$16.86	3367	REC-SUPPLIES & EXPENSES
G 100-212000	ACCOUNTS PAYABLE	\$517.98	3367	CLERK-EQUIPMENT-IPADS
G 100-212000	ACCOUNTS PAYABLE	\$27.14	3367	CLERK-TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$628.98	3367	CLERK-ELECTION SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$329.00	3367	PARKS-REPAIR & MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$336.03	3367	BI-OFFICE SUPPLIES
G 220-212000	ACCOUNTS PAYABLE	\$35.99	3367	REC-SUPPLIES & EXPENSES
G 100-212000	ACCOUNTS PAYABLE	\$35.98	6193	DPW-TELEPHONE
G 100-212000	ACCOUNTS PAYABLE	\$9.45	6193	DPW-POSTAGE
G 100-212000	ACCOUNTS PAYABLE	\$184.99	6193	DPW-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$24.99	6193	DPW-OPERATING
G 100-212000	ACCOUNTS PAYABLE	\$44.99	6193	DPW-OPERATING
G 100-212000	ACCOUNTS PAYABLE	\$63.31	9729	PARKS-REPAIR & MAINT
Total BUSINESS CARD		\$3,882.55		
<hr/>				
Paid Chk#	033791	1/3/2020	CARDMEMBER SERVICE	
G 100-212000	ACCOUNTS PAYABLE	\$110.00	6166	PARKS-TRAVEL & TRAINING
G 220-212000	ACCOUNTS PAYABLE	\$365.00	6166	POMS-COLECTIVO COFFEE
G 100-212000	ACCOUNTS PAYABLE	\$175.00	6166	PARKS-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$31.99	6166	PARKS-OFFICE SUPPLIES
G 220-212000	ACCOUNTS PAYABLE	\$56.03	6166	REC-SUPPLIES & EXPENSES
G 220-212000	ACCOUNTS PAYABLE	\$29.28	6166	REC-SUPPLIES & EXPENSES
G 100-212000	ACCOUNTS PAYABLE	\$149.99	6166	PLAN-EQUIPMENT-CHAIR
G 100-212000	ACCOUNTS PAYABLE	\$149.99	6166	PARKS-REPAIR & MAINTENANCE
G 220-212000	ACCOUNTS PAYABLE	\$110.25	6166	REC-SUPPLIES & EXPENSES
G 220-212000	ACCOUNTS PAYABLE	\$36.86	6166	REC-SUPPLIES & EXPENSES
G 100-212000	ACCOUNTS PAYABLE	\$160.91	6166	DPW-SHOP SUPPLIES
Total CARDMEMBER SERVICE		\$1,375.30		
<hr/>				
Paid Chk#	033792	1/3/2020	CDW GOVERNMENT, INC.	
G 100-212000	ACCOUNTS PAYABLE	\$116.32	WBT9393	PD-SUPPLIES
Total CDW GOVERNMENT, INC.		\$116.32		
<hr/>				
Paid Chk#	033793	1/3/2020	CEDARBURG FIRE DEPARTMENT-POBX	
G 100-212000	ACCOUNTS PAYABLE	\$54,375.00	CK REQ	1ST QTR OPERATING EXPENSES
Total CEDARBURG FIRE DEPARTMENT-POBX		\$54,375.00		
<hr/>				
Paid Chk#	033794	1/3/2020	CENSKY, JON	
G 100-212000	ACCOUNTS PAYABLE	\$5,948.64	19-0012	PLAN-DECEMBER 2019
Total CENSKY, JON		\$5,948.64		
<hr/>				
Paid Chk#	033795	1/3/2020	CINTAS CORPORATION	
G 100-212000	ACCOUNTS PAYABLE	\$144.65	4038140550	DPW-OPERATING
Total CINTAS CORPORATION		\$144.65		
<hr/>				
Paid Chk#	033796	1/3/2020	CORE & MAIN LP	
G 601-212000	ACCOUNTS PAYABLE	\$270.33	L690488	CWRC-MAINENANCE SUPPLIES

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			Check Amt	Invoice	Comment
Total CORE & MAIN LP			\$270.33		
Paid Chk#	033797	1/3/2020	DIGITAL EDGE OF GRAFTON		
	G 100-212000	ACCOUNTS PAYABLE	\$26.00	16285	DPW-SUPPLIES
	Total	DIGITAL EDGE OF GRAFTON	\$26.00		
Paid Chk#	033798	1/3/2020	ENVIRONMENTAL PRODUCTS & SYS		
	G 601-212000	ACCOUNTS PAYABLE	\$136.60	191934	CWRC-MAINTENANCE-FILTERS
	Total	ENVIRONMENTAL PRODUCTS & SYS	\$136.60		
Paid Chk#	033799	1/3/2020	FERRIS, JOE		
	G 100-212000	ACCOUNTS PAYABLE	\$4.43	CK REQ	OVERPAYMENT OF TAXES 2019
	Total	FERRIS, JOE	\$4.43		
Paid Chk#	033800	1/3/2020	FRANCISCO J RIVAS CARPIO		
	G 100-212000	ACCOUNTS PAYABLE	\$38.71	CK REQ	OVERPAYMENT OF TAXES 2019
	Total	FRANCISCO J RIVAS CARPIO	\$38.71		
Paid Chk#	033801	1/3/2020	GALL PLUMBING, INC		
	G 601-212000	ACCOUNTS PAYABLE	\$1,250.00	16375	CWRC-MAINTENANCE
	Total	GALL PLUMBING, INC	\$1,250.00		
Paid Chk#	033802	1/3/2020	GTECH FITNESS INC		
	G 220-212000	ACCOUNTS PAYABLE	\$1,742.40	CK REQ	POMS-MIRRORS FOR STUDIOS
	Total	GTECH FITNESS INC	\$1,742.40		
Paid Chk#	033803	1/3/2020	HACH COMPANY		
	G 601-212000	ACCOUNTS PAYABLE	\$914.65	11758891	CWRC-LAB SUPPLIES
	Total	HACH COMPANY	\$914.65		
Paid Chk#	033804	1/3/2020	HOME DEPOT CREDIT SERVICES		
	G 100-212000	ACCOUNTS PAYABLE	\$138.00	3692	DPW-SIGNS
	G 100-212000	ACCOUNTS PAYABLE	\$253.92	3692	DPW-OPERATING SUPPLIES
	G 100-212000	ACCOUNTS PAYABLE	\$127.54	3692	DPW-OPERATING SUPPLIES
	Total	HOME DEPOT CREDIT SERVICES	\$519.46		
Paid Chk#	033805	1/3/2020	HUBER TECHNOLOGY, INC		
	G 601-212000	ACCOUNTS PAYABLE	\$85,500.00	II10003699	CWRC-EQUIPMENT HUBER STEP SCREEN
	Total	HUBER TECHNOLOGY, INC	\$85,500.00		
Paid Chk#	033806	1/3/2020	IBS OF SOUTHEASTERN WISCONSIN		
	G 100-212000	ACCOUNTS PAYABLE	\$127.95	100680177	PD-MAINTENANCE-CAR #2
	Total	IBS OF SOUTHEASTERN WISCONSIN	\$127.95		
Paid Chk#	033807	1/3/2020	LARSON, ERIC		
	G 100-212000	ACCOUNTS PAYABLE	\$183.26	CK REQ	OVERPAYMENT OF TAXES - 2019
	Total	LARSON, ERIC	\$183.26		
Paid Chk#	033808	1/3/2020	LEAGUE OF WI.MUNICIPALITIES		

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			Check Amt	Invoice	Comment
G 100-212000	ACCOUNTS PAYABLE		\$50.00	80916	CLERK-TRAINING
Total	LEAGUE OF WI.MUNICIPALITIES		\$50.00		
Paid Chk#	033809	1/3/2020	MASTER PRINTWEAR		
G 100-212000	ACCOUNTS PAYABLE		\$240.00	7114	REC-OTHER EXPENSES-TUMBLERS
Total	MASTER PRINTWEAR		\$240.00		
Paid Chk#	033810	1/3/2020	NAPA AUTO PARTS		
G 100-212000	ACCOUNTS PAYABLE		\$29.59	5269-046811	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE		\$108.71	5269-046971	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE		\$33.53	5269-047190	DPW-MAINTENANCE PARTS
Total	NAPA AUTO PARTS		\$171.83		
Paid Chk#	033811	1/3/2020	NORTH CENTRAL LABORATORIES		
G 601-212000	ACCOUNTS PAYABLE		\$60.16	432590	CWRC-LAB SUPPLIES
Total	NORTH CENTRAL LABORATORIES		\$60.16		
Paid Chk#	033812	1/3/2020	OLSEN S PIGGLY WIGGLY		
G 260-212000	ACCOUNTS PAYABLE		\$53.92	38350	LIBR-DONATIONS-ADRC-MEMORY CAFÉ
Total	OLSEN S PIGGLY WIGGLY		\$53.92		
Paid Chk#	033813	1/3/2020	OUTDOOR LIGHTING CONST. CO., I		
G 100-212000	ACCOUNTS PAYABLE		\$1,688.63	8640	TRAFFIC SIGNAL REPAIR-WASHINGTON & LINCOLN BLVD SE CORNER
Total	OUTDOOR LIGHTING CONST. CO., I		\$1,688.63		
Paid Chk#	033814	1/3/2020	OZAUKEE DISPOSAL CORPORATION		
G 601-212000	ACCOUNTS PAYABLE		\$1,525.00	IN56142	CWRC-DUMPSTER PICKUP NOVEMBER 2019
Total	OZAUKEE DISPOSAL CORPORATION		\$1,525.00		
Paid Chk#	033815	1/3/2020	PERSONNEL SYSTEMS CORPORATION		
G 100-212000	ACCOUNTS PAYABLE		\$1,435.00	16127	PD-TESTING PD CANDIDATES
Total	PERSONNEL SYSTEMS CORPORATION		\$1,435.00		
Paid Chk#	033816	1/3/2020	RK CONSTRUCTION & INSPECTION,		
G 100-212000	ACCOUNTS PAYABLE		\$459.00	NONE	BI-INSPECTIONS 12/9-12/13/19
Total	RK CONSTRUCTION & INSPECTION,		\$459.00		
Paid Chk#	033817	1/3/2020	RUEKERT & MIELKE		
G 601-212000	ACCOUNTS PAYABLE		\$175.00	130160	CWRC-PROFESSIONAL FEES-SCADA
Total	RUEKERT & MIELKE		\$175.00		
Paid Chk#	033818	1/3/2020	SAM S CLUB DIRECT		
G 220-212000	ACCOUNTS PAYABLE		\$239.99	5861	REC-SUPPLIES
Total	SAM S CLUB DIRECT		\$239.99		
Paid Chk#	033819	1/3/2020	SCANMAN AMERICA		
G 100-212000	ACCOUNTS PAYABLE		\$138.00	SA014	CLERK-PROFESSIONAL SERVICES
Total	SCANMAN AMERICA		\$138.00		

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Paid Chk#	033820	1/3/2020	SHARP ELECTRONICS CORPORATION	
G 100-212000	ACCOUNTS PAYABLE	\$230.16	SH359533	TECH-COPIERS
G 100-212000	ACCOUNTS PAYABLE	\$115.08	SH359592	TECH-COPIERS
total	SHARP ELECTRONICS CORPORATION	\$345.24		
Paid Chk#	033821	1/3/2020	SNAP-ON INDUSTRIAL	
G 601-212000	ACCOUNTS PAYABLE	\$44.44	ARV/42337377	CWRC-MAINTENANCE PARTS
Total	SNAP-ON INDUSTRIAL	\$44.44		
Paid Chk#	033822	1/3/2020	STAAB CONSTRUCTION CORPORATION	
G 601-212000	ACCOUNTS PAYABLE	\$84,438.00	2017-04	HIGHLAND LIFT STATION
al	STAAB CONSTRUCTION CORPORATION	\$84,438.00		
Paid Chk#	033823	1/3/2020	SUPERIOR CHEMICAL CORP.	
G 601-212000	ACCOUNTS PAYABLE	\$130.65	247851	CWRC-JANITORIAL SUPPLIES
Total	SUPERIOR CHEMICAL CORP.	\$130.65		
Paid Chk#	033824	1/3/2020	SYMBIONT	
G 601-212000	ACCOUNTS PAYABLE	\$75.00	49894	CWRC-CATCH BASIN CLEANING
G 601-212000	ACCOUNTS PAYABLE	\$1,300.00	49913	CWRC-HIGHLAND L.S. CONST. ENGR.
G 601-212000	ACCOUNTS PAYABLE	\$330.00	49927	CWRC-WRC PRELIM PHOSPHORUS PLAN
Total	SYMBIONT	\$1,705.00		
Paid Chk#	033825	1/3/2020	TIME WARNER CABLE-PO BOX 4639	
G 220-212000	ACCOUNTS PAYABLE	\$30.25	708014601120	REC-TELEPHONE
G 240-212000	ACCOUNTS PAYABLE	\$37.82	708014601120	POOL-TELEPHONE
G 100-212000	ACCOUNTS PAYABLE	\$15.13	708014601120	FD-TELEPHONE
G 100-212000	ACCOUNTS PAYABLE	\$22.69	708014601120	EM-TELEPHONE
G 100-212000	ACCOUNTS PAYABLE	\$15.13	708014601120	SRCTR-TELEPHONE
G 100-212000	ACCOUNTS PAYABLE	\$30.25	708014601120	DPW-TELEPHONE
G 100-212000	ACCOUNTS PAYABLE	\$15.13	708014601120	PLAN-TELEPHONE
G 100-212000	ACCOUNTS PAYABLE	\$68.07	708014601120	CH-TELEPHONE
G 601-212000	ACCOUNTS PAYABLE	\$60.51	708014601120	CWRC-TELEPHONE
G 100-212000	ACCOUNTS PAYABLE	\$22.69	708014601120	ENG-TELEPHONE
G 100-212000	ACCOUNTS PAYABLE	\$7.56	708014601120	MAYOR-TELEPHONE
G 100-212000	ACCOUNTS PAYABLE	\$7.56	708014601120	ADMIN-TELEPHONE
G 100-212000	ACCOUNTS PAYABLE	\$37.82	708014601120	CLERK-TELEPHONE
G 100-212000	ACCOUNTS PAYABLE	\$22.67	708014601120	TREAS-TELEPHONE
G 100-212000	ACCOUNTS PAYABLE	\$15.13	708014601120	ASSESSOR-TELEPHONE
G 100-212000	ACCOUNTS PAYABLE	\$15.13	708014601120	BI-TELEPHONE
Total	TIME WARNER CABLE-PO BOX 4639	\$423.54		
Paid Chk#	033826	1/3/2020	UNIFIRST CORPORATION	
G 601-212000	ACCOUNTS PAYABLE	\$110.95	096 1106412	CWRC-SAFETY EQUIPMENT
G 100-212000	ACCOUNTS PAYABLE	\$57.61	096 1106414	DPW-OPERATING SUPPLIES
G 601-212000	ACCOUNTS PAYABLE	\$58.57	096 1106420	CWRC-JANITORIAL SUPPLIES
G 601-212000	ACCOUNTS PAYABLE	\$76.85	096 1107512	CWRC-SAFETY EQUIPMENT
G 100-212000	ACCOUNTS PAYABLE	\$57.61	096 1107514	DPW-OPERATING SUPPLIES

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G 100-212000	ACCOUNTS PAYABLE	\$97.58	096 1107521	COMPLEX-EQUIPMENT
G 100-212000	ACCOUNTS PAYABLE	\$51.55	096 1107522	PD-REPAIR & MAINTENANCE
Total UNIFIRST CORPORATION		\$510.72		
<hr/>				
Paid Chk# 033827	1/3/2020	VERMONT SYSTEMS INC.		
G 220-212000	ACCOUNTS PAYABLE	\$4,767.47	65159	REC-CONTRACTED SERVICES
Total VERMONT SYSTEMS INC.		\$4,767.47		
<hr/>				
Paid Chk# 033828	1/3/2020	WISCONSIN STEAM CLEANER		
G 601-212000	ACCOUNTS PAYABLE	\$100.00	53006	CWRC-MAINTENANCE SUPPLIES
Total WISCONSIN STEAM CLEANER		\$100.00		
<hr/>				
111300 PWSB Checking		\$1,296,816.51		

Fund Summary

111300 PWSB Checking	
100 GENERAL FUND	\$298,518.09
200 CEMETERY FUND	\$6,974.47
220 RECREATION PROGRAMS FUND	\$14,932.49
221 FUEL SYSTEM - WASH BAY	\$1,151.55
240 SWIMMING POOL FUND	\$209.48
260 LIBRARY FUND	\$20,626.47
350 TIF DISTRICT FUND #4	\$64,935.41
400 CAPITAL IMPROVEMENTS FUND	\$31,971.10
601 WATER RECYCLING CENTER	\$845,180.34
700 RISK MANAGEMENT FUND	\$12,317.11
	<hr/>
	\$1,296,816.51



City of Cedarburg

City Administrator's Report

January 9, 2020

Department News

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.

Engineering & Public Works — Director Wiza and Assistant Engineer Wieser met with Ruekert & Mielke on Monday to discuss a timeline for the proposed Hwy. 60 Business Park.

Assistant Engineer Wieser is working on updating GIS and updating the logo on the internal maps. A kick-off meeting for the 2020 Street & Utility Project will be scheduled soon.

The Public Works crew has been able to catch up and help with forestry work, due to the minimal snow activity. The Santa House will be disassembled and the ice rink will be finished shortly. Four individuals applied for the internal posting for Public Works Foreman and interviews were done on Tuesday. The crewperson position will be posted upon Pete Wegner's retirement.

Library— The Library is starting to implement their strategic plan.

Parks, Recreation & Forestry— Chandler Steffen began as Recreation Coordinator on Monday. The Department is getting familiar with the new recreation software.

The Youth basketball league started this past weekend at the Community Gym and Webster Middle School. Spring soccer and t-ball registration began on Monday. Ten reservations were made for Cedar Creek park on the first day of taking applications. Letters for returning pool personnel will be mailed this week.

The Forestry crew is working on cycle pruning, preconstruction pruning, and tree removals. Forester Westphal is working on coordinating a cycle pruning project with the Light & Water Utility on Columbia Avenue involving a detour between 9:00 a.m. and 2:30 p.m. Forester Westphal is also working on the EAB plan and a grant that was received by Cedarburg Green for planting and education. The Tree City USA application has been submitted.

Treasurer—The total property taxes collected to-date is \$27 million, with \$15 million or 57% collected as of December 31, 2019. The Treasurer's Office collected \$11.6 million and the banks collected \$4 million. Finance Director/Treasurer Mertes is working on finalizing the 2020 budget document.

Senior Center—Director Suppiger is working on the Annual Travel Show to be held on January 28 at 1:00 p.m. in the Community Center Gym. Director Suppiger attended a meeting on Wednesday to plan for the Senior Conference.

Water Recycling Center—Craig Obry began as operator on December 30.

Critical work is taking place on the Highland Lift Station over the next three weeks, with the generator starting on Monday and a 72 hour pumping test at the station.

Superintendent Hackert attended a meeting on Wednesday with a Municipal Engineering group to discuss PFAS (Perfluoroalkyl and Polyfluoroalkyl Substances).

Clerk — Clerk Woodall-Vogg is working on election plans for a possible Spring Primary in February and the Spring Election and Presidential Preference Primary in April. Districts 1, 3, 5 and 7 are up for election in April. Incumbents Bublit, Burkart and Chivinski are running for reelection and one new person has submitted papers to run in District 7 to-date.

Assessor—Assessor Timm is working on end-of-year sales for homes. The end-of-year inspection report is due to the State by February 7.

Fire Department—The Department handled 1,162 Fire and EMS calls in 2019. The Department is losing more members than gaining members and he thanked the City for allowing their employees to respond to calls during the day; otherwise, six full-time employees would need to be hired.

The Fire Department Corporation took ownership of a new \$480,000 Tender Water Truck on Tuesday and will donate the truck to the City. The next planned purchase will be a \$1.5 million ladder truck.

Three Captains from the Cedarburg Fire Department were interviewed by Fire Chief's from surrounding communities to fill the vacant Deputy Chief position. Joseph Hintz has been selected and will be presented to the Police & Fire Commission for approval. A Rescue Lieutenant will be chosen next through the same interview process.

City Administrator — Thank you to the Treasurer's Office for their hard work during tax season.

The Personnel Committee met Tuesday night to examine a new employee evaluation process.

The Cedarburg Post Office has asked the City to remove the space between numbers in the municipal address whenever possible, to help them be more efficient.

I will be meeting with staff on Thursday and Friday and attending Board, Commission and Committee meetings as they occur.

Due to a shortage of phones, the first floor meeting room phone will be removed for use in the Parks and Recreation Department.

Respectfully submitted,



Mikko Hilvo
City Administrator

**CITY OF CEDARBURG
BUILDING INSPECTION DEPARTMENT
YEAR END COMPARISONS**

PERMITS ISSUED	2019	2018	2017	2016	2015	2014
RESIDENTIAL CONSTRUCTION						
Single Family	40	39	32	37	24	17
Duplex	0	0	0	0	0	0
Multi-Family	4	7	0	0	2	0
Accessory Building	30	19	20	14	12	12
Addition/Alteration	172	156	181	204	128	119
COMMERCIAL CONSTRUCTION						
New Construction	4	5	1	4	0	4
Addition/Alteration	34	29	22	27	10	25
Signs	36	30	23	24	51	69
Pools	3	3	1	3	1	3
Razing	4	6	1	1	1	1
Moving	0	0	0	0	0	0
Electrical	435	397	342	365	271	310
Heating/Vent	308	292	244	213	172	203
Plumbing	391	398	359	330	317	326
Cert of Compliance	-	-	-	-	116	173
Chicken Coops	3	1	3	-	-	-
Occupancy	87	67	64	84	44	54
Total Value	128,131,688	66,255,463	33,903,778	27,901,231	21,708,799	\$13,267,457

INSPECTIONS MADE	2019	2018	2017	2016	2015	2014
Mike Baier	2267	1946	1744	1705	1414	1915
Roger Kison	66	25	21	36	26	7
Joe Jacobs	90	43	20	58	42	60
Andy Lyneis	-	-	1	9	0	0
TOTAL	2423	2014	1786	1808	1482	1982

01/02/2020

2019 PERMIT SUMMARY BY MONTH

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Coops	1				1	1							3
Single Family	3	3	1	4	2	4	3	3	5	5	4	3	40
Multi-family						1			1	1	1		4
Assessory Building			1	1	6	4	4	5	3	6			30
Addition/Alteration	8	6	19	17	16	15	18	15	15	17	9	17	172
Commerical New Constructio						2	1	1					4
Commercial Additions/Alterati	2	1	2	2	3	7	6	6	2			3	34
Pools	1								1			1	3
Razing				2	1	1							4
Heat/Vent	13	22	21	21	28	27	40	38	20	36	19	23	308
Signs	1	3	5	4	6	2	2	3	3	2	4	1	36
Plumbing	33	41	30	30	36	42	31	31	39	24	25	29	391
Electrical	32	33	31	25	39	32	50	56	35	41	30	31	435
Occupancy	6	16	6	10	6	8	4	6	9	5	6	5	87
TOTAL VALUE TO CITY	1,540,926	1,248,680	1,460,138	1,905,046	1,291,375	55,976,374	6,614,806	39,951,296	5,458,924	4,312,087	4,088,183	4,283,853	128,131,688
INSPECTIONS													
JOE JACOBS	12	7	5	13	6	12	4	5	7	6	7	6	90
MICHAEL BAIER	175	229	189	207	195	165	186	164	236	221	161	139	2267
ROGER KISON			16					25				25	66