

**CITY OF CEDARBURG  
MEETING OF COMMON COUNCIL  
August 31, 2020 – 7:00 P.M.**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, will be held on **Monday, August 31, 2020 at 7:00 p.m.** The meeting will be held online utilizing the zoom app. Information on how to access the meeting is attached to the meeting packet or can be requested by emailing: [mhilvo@ci.cedarburg.wi.us](mailto:mhilvo@ci.cedarburg.wi.us).

**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 Bublitz, Jack Arnett, Kristin Burkart, Rick Verhaalen, Robert Simpson, Patricia Thome, Barbara Lythjohan
5. STATEMENT OF PUBLIC NOTICE
6. 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.
7. APPROVAL OF MINUTES – August 10 and August 17, 2020 Common Council minutes\*
8. NEW BUSINESS
  - A. Consider approval of Memorandum of Understanding with the Wisconsin Department of Transportation for HWY 60 Business Park Intersection Improvements; and action thereon\*
  - B. Consider approval of Certified Survey Map for the Hwy 60 Business Park; and action thereon\*
  - C. Consider approval of professional services contract with R.A. Smith for Hwy 60 Business Park intersection design and construction related services associated with the grading contract; and action thereon\*

- D. Consider approval of professional services contract with The Concord Group for project management services through the remainder of the Hwy 60 Business Park project; and action thereon\*
- E. Consider Mayor's appointments to Police & Fire Commission, Community Development Authority, Diversity Committee, and Common Council Representatives to various Boards; and action thereon\*
- F. Discuss timeframe for allowing Direct Sellers Permits; and action thereon\*
- G. Consider License/Permit Applications; and action thereon
  - 1. Consider approval of new Operator License applications for the period ending June 30, 2021 for Brian E. Boettcher and Emily F. Riebe; and action thereon\*\*\*
  - 2. Consider application for Union House-Cedarburg LLC, W62 N559 Washington Avenue, Christopher M. Homayouni, agent, known as Union House Cedarburg for Class "B" fermented malt beverage and "Class B" intoxicating liquor (on or off-premise consumption) license for the period ending June 30, 2021; and action thereon\*\*\*
- H. Consider payment of bills dated 08/03/20 through 08/21/20, transfers for the period 08/05/20 through 08/28/20 and payroll period 07/26/20 through 08/08/20 and 8/9/20 through 08/22/20; and action thereon\*

9. REPORTS OF CITY OFFICERS AND DEPARTMENT HEADS

- A. Administrator's Report\*

10. COMMUNICATIONS

- A. Comments and suggestions from citizens
- B. Comments and announcements by Council Members
- C. Mayor 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, Items 12B, 12C, 12D

- A. Approval of June 29 and August 10, 2020 closed session minutes
- B. Consider approval of Hwy 60 Business Park listing agreement

C. Update on Cell Tower Lease negotiations

D. Consider First Amendment to the Wilo Development Agreement

12. RECONVENE TO OPEN SESSION

13. NEW BUSINESS – CONTINUED

A. Consider approval of Hwy 60 Business Park Listing Agreement; and action thereon

B. Consider First Amendment to the Wilo Development Agreement; and action thereon

C. Discussion and possible action to terminate the Amended Tower Land Lease Agreement with Nextel and/or its successors and assigns (Sprint Nextel); 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.*

City of Cedarburg is an affirmative action and equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, disability, age, sexual orientation, gender identity, national origin, veteran status, or genetic information. City of Cedarburg is committed to providing access, equal opportunity and reasonable accommodation for individuals with disabilities in employment, its services, programs, and activities.

08/27/20 tas

To request reasonable accommodation, contact the Clerk's Office,  
(262) 375-7606, email: cityhall@ci.cedarburg.wi.us.



## **CITY OF CEDARBURG PUBLIC MEETING POLICY DURING COVID-19**

The City of Cedarburg will begin utilizing [zoom](#), an online meeting tool, to conduct City meetings. This includes all public meetings. We are cancelling all non-essential meetings and limiting agenda items but there are items that do require decisions to be made so that projects throughout the City can continue or get completed in a timely manner. We will continue to adhere to open meeting laws as set forth by the State of Wisconsin.



Most recently the Wisconsin Department of Justice issued an advisory on March 16, 2020, addressing this issue and stating that: "Governmental bodies typically can meet their open meetings obligations, while practicing social distancing to help protect public health, by conducting meetings via telephone conference calls if the public is provided with an effective way to monitor such calls (such as public distribution, at least 24 hours in advance, of dial-in information for a conference call)." The advisory emphasizes that "When an open meeting is held by teleconference or video conference, the public must have a means of monitoring the meeting. DOJ concludes that, under the present circumstances, a governmental body will typically be able to meet this obligation by providing the public with information (in accordance with notice requirements) for joining the meeting remotely, even if there is no central location at which the public can convene for the meeting.

## **CITY OF CEDARBURG MEETING PROCEDURES DURING COVID-19 FOR PUBLIC**

To download [zoom](#) on your mobile device, click on one of the following:



Here are the procedures for public to be able to view a meeting live through [zoom](#).

1. Contact the City Administrator, Mikko Hilvo, 2 hours in advance of the meeting you wish to attend via [zoom](#) by emailing him at [mhilvo@ci.cedarburg.wi.us](mailto:mhilvo@ci.cedarburg.wi.us).
2. In your email Subject line please put down the meeting that you wish to attend (example: Common Council Meeting on 3-30-20 at 7:00pm).
3. Provide your Name, Address, Email, Phone Number to him via email with a request to join the meeting.
4. You will receive an invite to the meeting via email. Click on the invite prior to the meeting being held. The meeting will be open 10 minutes prior to the scheduled meeting start time so you can check your microphone and camera setup.
5. All public participants will have their microphone muted.
6. If, during public comment, anyone wishes to talk they should request to do so through the chat feature or by using the "hand" to wave at the meeting organizer. The administrator of the meeting will unmute you at the appropriate time and ask you to make your comments.

If you are unable to utilize a computer, iPad, or tablet to view the meeting you can call or email ahead of time and a phone number will be given to you to call in on. If you do call in, we ask that you put your phone on mute when you are not talking. If you need an agenda, we can email one to you.

Contact Info: Mikko Hilvo, City Administrator, [mhilvo@ci.cedarburg.wi.us](mailto:mhilvo@ci.cedarburg.wi.us), (262) 375-7917.



## **CITY OF CEDARBURG MEETING PROCEDURES DURING COVID-19 – FOR STAFF & BOARD MEMBERS**

The City of Cedarburg will be utilizing the [zoom](#) app to hold public meetings starting March 23, 2020 until April 30, 2020. All meetings will adhere to Wisconsin Open Meetings Law. The [zoom](#) app provides an option for the public to join the meeting via computer, iPad, tablet, or phone. Meetings will also be recorded and made available through our Clerks office for viewing at a later time.

Here are the procedures for staff and board members to utilize [zoom](#).

1. The City Administrator, Mikko Hilvo, will email a meeting invite to each staff and board member 24 hours prior to the meeting.
2. If another staff member, council member, or presenter needs access to the meeting and the ability to discuss an item they should request to get a meeting invite by emailing [mhilvo@ci.cedarburg.wi.us](mailto:mhilvo@ci.cedarburg.wi.us) at minimum 6 hours prior to the meeting.
3. In your email Subject line please put down the meeting that you wish to attend. (Example: Common Council Meeting on 3-30-20 at 7:00pm)
4. Provide your Name, Address, Email, Phone Number and reason for attending the meeting to the administrator.
5. All agendas and documents that need to be shared during the meeting will be sent to members ahead of time and also provided electronically to the meeting organizer (City Administrator).
6. All meetings will be open 10 minutes prior to the scheduled meeting start time so you can check your microphone and camera setup.
7. All staff and/or board members will have their microphones on unless they mute it themselves. All public participants will have their microphone muted except during public comments or if they use the chat feature asking the administrator for permission to speak.
8. All Votes will be done through roll call.

If you are unable to utilize a computer, iPad, or tablet to participate in the meeting you can call or email ahead of time and a phone number will be given to you to call in on. If you do call in, we ask that you put your phone on mute when you are not talking. If you need an agenda, it can be emailed to you.

Contact Info: Mikko Hilvo, City Administrator, [mhilvo@ci.cedarburg.wi.us](mailto:mhilvo@ci.cedarburg.wi.us), (262) 375-7917.

**CITY OF CEDARBURG  
COMMON COUNCIL  
August 10, 2020**

**CC20200810-1  
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held online on Monday, August 10, 2020, utilizing the Zoom app.

Mayor O’Keefe called the meeting to order at 7:00 p.m.

Roll Call:           Present -   Mayor Michael O’Keefe, Council Members Sherry Bublitz, Jack Arnett, Rick Verhaalen, Robert Simpson, Patricia Thome, Barbara Lythjohan

                          Excused -   Council Member Kristin Burkart

                          Also Present -   City Administrator Mikko Hilvo, City Attorney Michael Herbrand, Deputy City Clerk Amy Kletzien, Finance Director/Treasurer Christy Mertes, Assistant Engineer Mike Wieser, Planner Jon Censky, Senior Municipal Advisor Todd Taves of Ehlers & Associates, 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.

**COMMENTS AND SUGGESTIONS FROM CITIZENS**

Kayla Stoflet-Santillanes, W56N487 Highland Dr., stated that she was looking forward to the first meeting of the Diversity Committee and asked when the appointments would be made. Mayor O’Keefe stated that he would have the appointments at the next Common Council meeting on August 31, 2020.

**APPROVAL OF MINUTES**

Motion made by Council Member Thome, seconded by Council Member Bublitz, to approve the July 27, 2020 Common Council minutes. Motion carried without a negative vote with Council Member Burkart excused.

**PUBLIC HEARING**

**PUBLIC HEARING AT THE REQUEST OF DANNY AND JEANIE CRAWFORD OF THE LUMBERYARD/BIRD HOUSE RENTALS TO REZONE THE PARCEL AT W61 N397 WASHINGTON AVENUE FROM B-2 COMMUNITY BUSINESS DISTRICT TO B-1/PUD NEIGHBORHOOD BUSINESS DISTRICT/PLANNED UNIT DEVELOPMENT OVERLAY DISTRICT**

Mayor O’Keefe opened the public hearing at 7:04 p.m. to consider the request of Danny and Jeanie Crawford of the Lumberyard/Bird House Rentals to rezone the parcel at W61 N397 Washington Avenue from B-2 Community Business District to B-1/PUD Neighborhood Business District/Planned Unit Development Overlay District.

City Planner Censky explained that in 2018, Danny and Jeanie Crawford purchased the former Cedarburg Lumber Company building at the southwest corner of Washington Avenue and Jackson Street and almost immediately commenced work on improving the outward appearance of the building. This work included the replacement of old windows and doors with new store front windows and commercial Marvin-clad doors, along with the introduction of new dark grey board and batten siding. The owners have since completed their initial exterior renovation; however, to address ADA access requirements they are now requesting to add a ramp to the front of the building. The ramp will extend from the north side of the principal building and wrap around the front where it will extend out from the building to the Washington Avenue right-of-way line. City records indicate that this building is classified as legal non-conforming as it is located within the 40-foot front yard setback area required in the B-2 Community Business District, therefore, an addition of this nature would typically require a variance from the Board of Appeals; however, staff believes that the more appropriate way to address this issue is through a rezoning.

City Planner Censky further explained that since this corner reflects a classic neighborhood commercial node surrounded by some of Cedarburg’s original homes, staff questions whether the B-2 District is appropriate for this site and instead believes that proper zoning should be the B-1 Neighborhood Business District. The B-1 District requires just a 5-foot building setback and was created just for small commercial nodes like this as it is designed to support pedestrian-oriented development where buildings are close to the street and blend into the surrounding neighborhood. Since the setback requirement in the B-1 District is only 5 feet, the principal building would automatically be rendered conforming. Accordingly, the City has encouraged the applicant to pursue this rezoning along with a PUD overlay District for the flexibility it offers in applying the base district setback requirements. Staff notes that the ADA ramp is proposed to be placed at the Washington Avenue right-of-way line which places it two feet from the front public sidewalk. The B-1 District requires the ADA ramp to be no closer than 5 feet to the right-of-way or 7 feet from the front sidewalk. In addition, the warehouse building is located 3 feet from the south property line, where the Code requires 10 feet. The PUD overlay district would allow the 0’ front yard setback for the ramp as Code compliant for this site and to accept the existing 3-foot side yard setback for the warehouse building. The Plan Commission recommended approval of this rezoning request at their July 6, 2020 meeting by unanimous vote.

Council Member Lythjohan expressed concern for the location of the ramp in relation to the entrance and asked if it would be more advantageous to build the ramp on the south side of the building.

Architect Don Stauss explained that the proposed location of the ramp is the best option for this site.

Motion made by Council Member Lythjohan, seconded by Council Member Bublitz, to close the public hearing at 7:15 p.m. Motion carried without a negative vote.

**NEW BUSINESS**

**CONSIDER ORDINANCE NO. 2020-11 TO REZONE THE PROPERTY LOCATED AT W61 N397 WASHINGTON AVENUE; TAX KEY NO. 13-050-20-02-002; FROM B-2 COMMUNITY BUSINESS DISTRICT TO B-1/PUD NEIGHBORHOOD BUSINESS DISTRICT/PLANNED UNIT DEVELOPMENT OVERLAY DISTRICT; AND ACTION THEREON**

Motion made by Council Member Thome, seconded by Council Member Simpson, to adopt Ordinance No. 2020-11 to rezone the property located at W61 N397 Washington Avenue; Tax Key No. 13-050-20-02-002; from B-2 Community Business District to B-1/PUD Neighborhood Business District/Planned Unit Development Overlay District. Motion carried without a negative vote with Council Member Burkart excused.

**CONSIDER AWARD OF CONTRACT FOR THE HWY 60 BUSINESS PARK GRADING CONTRACT; AND ACTION THEREON**

Assistant City Engineer Wieser explained that the grading for the Hwy. 60 Business Park must be completed by November 1, 2020 to meet Wilo's construction schedule. To that end, staff advertised for and received bids for the grading work. A total of 11 bids were received with the low bid submitted by Super-Western. He added that Super-Western is a large construction company who has previously completed grading and utility work in Cedarburg, most recently for Prairie View Subdivision and Sandhill Trails Subdivision. Super-Western's low bid of \$1,245,710.78 is well below the engineer's estimate and is in line with the TIF budget. The bid total includes a \$100,000 credit for removal of the excess topsoil stockpile from the site by December 31, 2021.

Council Member Verhaalen confirmed with Assistant Engineer Wieser that the work will be completed by November 1, 2020.

Motion made by Council Member Arnett, seconded by Council Member Bublitz, to award the contract for the Hwy 60 Business Park Grading Contract to Super-Western based on their low bid of \$1,245,710.78. Motion carried without a negative vote with Council Member Burkart excused.

**CONSIDER INITIAL RESOLUTION NO. 2020-14 AUTHORIZING GENERAL OBLIGATION BONDS IN AN AMOUNT NOT TO EXCEED \$6,450,000 FOR COMMUNITY DEVELOPMENT PROJECTS IN TAX INCREMENTAL DISTRICT NO. 6; AND ACTION THEREON**

Senior Municipal Advisor Todd Taves of Ehlers presented the presale report and explained that the proposed Bonds would finance a portion of the costs of developing the TID No. 6 Business Park (\$6,450,000), and improvements to the Cedarburg Community Pool (\$285,000). Debt service payments related to the pool will be paid from the property tax levy. Debt service payments for the Business Park improvements will be paid initially from capitalized interest (2021-2023) and then from land sales and Tax increments expected to be generated from development with the Business Park. The Bonds will fund only a portion of the Business Park Improvements. To complete the improvements, the City will need to issue additional debt in 2021 in the approximate amount of



\$2,300,000. Statutory procedure requires four different actions by the Common Council. With Common Council approval, Ehlers will return next month with bids.

In answer to Council Member Arnett's question, Todd Taves confirmed that the City will not be levying taxes for payment until possibly 2024 when there could be a differential.

Motion made by Council Member Arnett, seconded by Council Member Thome, to approve initial Resolution No. 2020-14 authorizing general obligation bonds in an amount not to exceed \$6,450,000 for community development projects in Tax Incremental District No. 6. Motion carried without a negative vote with Council Member Burkart excused.

**CONSIDER INITIAL RESOLUTION NO. 2020-15 AUTHORIZING GENERAL OBLIGATION BONDS IN AN AMOUNT NOT TO EXCEED \$285,000 FOR SWIMMING POOL IMPROVEMENTS; AND ACTION THEREON**

Motion made by Council Member Bublitz, seconded by Council Member Lythjohan, to approve initial Resolution No. 2020-15 authorizing general obligation bonds in an amount not to exceed \$285,000 for swimming pool improvements. Motion carried without a negative vote with Council Member Burkart excused.

**CONSIDER RESOLUTION NO. 2020-16 DIRECTING PUBLICATION OF NOTICE TO ELECTORS RELATING TO BOND ISSUES; AND ACTION THEREON**

Motion made by Council Member Thome, seconded by Council Member Bublitz, to adopt Resolution No. 2020-16 directing publication of notice to electors relating to bond issues. Motion carried without a negative vote with Council Member Burkart excused.

**CONSIDER RESOLUTION NO. 2020-17 PROVIDING FOR THE SALE OF \$6,735,000 GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2020A; AND ACTION THEREON**

Motion made by Council Member Arnett, seconded by Council Member Lythjohan, to adopt Resolution No. 2020-17 providing for the sale of \$6,735,000 general obligation corporate purpose bonds, series 2020A. Motion carried without a negative vote with Council Member Burkart excused.

**CONSIDER OUTDOOR ALCOHOL BEVERAGE LICENSE FOR BOZEMAN'S BAR LOCATED AT N50 W5586 PORTLAND ROAD; AND ACTION THEREON**

City Planner Censky recalled that the Common Council denied this request at the July 13, 2020 meeting because of concerns that were raised by the immediate adjacent neighbors pertaining to the use of the patio off the east side of the Bozeman's Bar. Because the immediate neighbor's home is just 25-feet away they have been bothered by noise and cigarette smoke emanating from this outdoor use and other concerns were raised pertaining to the location of the patio with respect to the public sidewalk. Due to these issues, the applicant was asked to work with the Plan Commission to find a solution to this problem. In response, the applicant hired Wydeven Landscape Architects to draft a buffer/berm plan which includes an undulating landscaped berm to be located between his outdoor

patio of the Bozeman's Bar and the adjacent neighbor. At the July 7 Plan Commission meeting, the adjacent neighbor indicated support for the plan and complimented Mr. Knuth on his efforts; therefore, the Plan Commission voted unanimously to approve the plan with its use ending at 9 p.m. daily.

Council Member Bublitz expressed appreciation for working together on a solution.

In answer to Council Member Verhaalen's question, City Planner Censky explained that Mr. Knuth will need to be proactive and monitor the activity on the patio in relation to the sidewalk. If there are complaints, they can be addressed at that time.

Owner Eric Knuth explained that they have invested a lot of money in this business and they want the same opportunities that are given to other downtown businesses.

Motion made by Council Member Bublitz, seconded by Council Member Thome, to approve an Outdoor Alcohol Beverage License for Bozeman's Bar located in N50 W5586 Portland Road. Motion carried without a negative vote with Council Member Burkart excused.

**DISCUSS OUTDOOR AMPLIFIED MUSIC IN THE DOWNTOWN BUSINESS DISTRICT;  
AND ACTION THEREON**

City Administrator Hilvo explained that City policy currently only allows for Outdoor Alcohol Beverage License holders whose underlying "Class B" liquor license(s) were granted to a club, society or lodge holding a current 501(c)(3) status to apply for amplified music. The fee for this license is \$250 and it only allows them six events per year. Most recently the Council approved to allow the Cultural Center and the Cedarburg Art Museum additional days to help during the COVID-19 crisis. There are currently two local businesses (Lime Cantina and The Stagecoach Inn) that have amplified music in their outdoor seating areas on a regular basis. Based on City policy this is not permitted. Both businesses have requested that the City allow it this year based on lost revenue due to COVID-19 regulations. They have also requested that the City consider waiving the \$250 fee.

After a lengthy discussion, the Common Council decided that the businesses wanting to have amplified music will be allowed to do so until the end of 2020; however, they will need to follow the same rules as the Cultural Center and the Cedarburg Art Museum by submitting an application, paying the \$250, and notifying the Clerk's Office of the amplified music dates. Allowable dates/events will be at City staff's discretion to avoid conflict.

Motion made by Council Member Verhaalen, seconded by Council Member Thome, to allow outdoor amplified music in the downtown business district through 2020 by permit only with approval of days granted by City Administrator Hilvo. Motion carried without a negative vote with Council Member Burkart excused.

**CONSIDER LICENSE APPLICATIONS; AND ACTION THEREON**

Motion made by Council Member Verhaalen, seconded by Council Member Lythjohan, to approve new Operator License applications for the period ending June 30, 2021 for Samuel J. Arnholt and Madeline O. Pagel. Motion carried without a negative vote with Council Member Burkart excused.

Motion made by Council Member Bublitz, seconded by Council Member Lythjohan, to approve renewal Operator License applications for the period ending June 30, 2021 for Jonathan M. Brumwell, Robert M. Nash, and Erin A. Riley. Motion carried without a negative vote with Council Member Burkart excused.

**CONSIDER PAYMENT OF BILLS DATED 07/23/20 THROUGH 07/31/20, TRANSFERS FOR THE PERIOD 07/22/20 THROUGH 08/04/20 AND PAYROLL PERIOD 07/12/20 THROUGH 07/25/20; AND ACTION THEREON**

Motion made by Council Member Bublitz, seconded by Council Member Simpson, to approve payment of bills dated 07/23/20 through 07/31/20, transfers for the period 07/22/20 through 08/04/20 and payroll period 07/12/20 through 07/25/20. Motion carried without a negative vote with Council Member Burkart excused.

**ADMINISTRATOR'S REPORT** – No addition to report.

**FIRE DEPARTMENT ANNUAL REPORT**

Fire Chief Vahsholtz presented the 2019 Cedarburg Fire Department Annual Report and began by saying that the Department responded to a house fire in the City that hit very close to home because it resulted in the death of two of their members who lived in the home. These were the first fire deaths in the City since 1985. The Department continues their dedication to educate the public in fire safety and help prevent tragic loss of life in fires such as this one.

The following highlights and accomplishments were presented:

- Active membership has dropped to 58 compared to 66 members in 2018 and 65 members in 2017.
- The Department responded to 1,162 incidents.
- Mutual aid was given to 41 other Ozaukee County Departments.
- CFD received mutual aid from other Ozaukee County departments for 406 incidents in 2019. 363 were paramedic intercepts from the Thiensville Fire Department. The other mutual aid received included 38 rescue calls and 5 fire calls.
- 4,611 hours of training were completed. Training is essential since CFD does not receive a lot of fire calls.
- One new member went through the Firefighter 1 course which has not happened since 2016. Two firefighters took Fire 2 and one passive member moved to active status and completed EMT Basic. Several members completed courses for Emergency Services Instructor 1 and Fire Officer 1.
- CFD partnered with the Cedarburg Police Department and purchased a new forcible entry door prop to use for trainings.
- The Explorer program had a great year with a very active group of Explorers. Teens between 14-18 were busy with over 400 hours of training.
- Retirements, Promotions & Recognition:
  - Deputy Fire Chief Kim Esselmann retired from Active service after 20 years.
  - Chief Engineer Lieutenant Craig Boerner was promoted to Chief Engineer Captain.

- Assistant Chief Engineer Lieutenant Joseph Hintz was promoted to Engine Company Captain.
- Rescue Lieutenant Nichole Zarling was promoted to Rescue Company Captain.
- HEO/Firefighter Peter Pautz was promoted to Assistant Chief Engineer Lieutenant.
- HEO/Firefighter Paul Goetz was promoted to Engine Company Lieutenant.
- Firefighter/AEMT Blake Karnitz was promoted to Rescue Company Lieutenant.
- The Badger Firefighter's Association recognized members for 50, 40, 30, 25, 20, and 10 years of service.
- Deputy Chief Matusewic received the Cedarburg Life Safety Award for saving a friend and co-worker's life.
- Cedarburg residents Maureen and Sampson Hackett received a Badger Firefighter's Association Heroism Award for rescuing two kayakers in Cedar Creek.
- 330 hours were devoted to public education and fire prevention by Public Education Officer Dutin Halyburton.
- Fire/EMS Standby – The EMS and Fire personnel logged over 990 hours standing by ready to respond at special events held in the City.
- 1,187 semi-annual safety inspections were completed last year in the City of Cedarburg and 156 in the Town of Cedarburg.
- Collectively, over 7,000 hours of volunteer time has been given back to the community, excluding fire calls. Chief Vahsholtz emphasized that ultimately the recognition for such a successful year goes to the men and women of the Cedarburg Fire Department.

Mayor O'Keefe and the Common Council thanked the Cedarburg Fire Department for their outstanding contributions to the Community.

#### **CITY CLERK'S REPORT – CERTIFY CODE OF ETHICS**

City Clerk Sette certified that the Ethics Code has been distributed to and reviewed by all boards, commissions, and committees and staff pursuant to the requirement of Sec. 2-5-10 of the Municipal Code, with the exception of the Public Art Commission, Community Development Authority (on call), ad hoc Debt/Investment Advisory Committee (on call), and the ad hoc Mayor's Community Enhancement Award Committee (on call). All of which have not met to-date.

#### **COMMENTS AND SUGGESTIONS FROM CITIZENS** - None

#### **COMMENTS & ANNOUNCEMENTS BY COUNCIL MEMBERS**

#### **MAYOR'S REPORT**- None

#### **ADJOURNMENT – CLOSED SESSION**

Motion made by Council Member Bublitz, seconded by Council Member Arnett, to adjourn to closed session at 8:30 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, discuss Hwy 60 Business Park Commercial Broker services and Forward Cedarburg, Inc. Waiver and Mutual

Release. Approval of June 22, 2020 and July 13, 2020 closed session minutes. Motion carried on a roll call vote with Council Member Bublitz, Arnett, Verhaalen, Simpson, Thome, and Lythjohan voting aye and Council Member Burkart excused.

**RECONVENE TO OPEN SESSION**

Motion made by Council Member Thome, seconded by Council Member Lythjohan, to reconvene to open session at 8:46 p.m. Motion carried on a roll call vote with Council Members Bublitz, Arnett, Verhaalen, Simpson, Thome, and Lythjohan voting aye and Council Member Burkart excused.

**NEW BUSINESS**

**DISCUSSION AND POSSIBLE ACTION ON HWY. 60 BUSINESS PARK COMMERCIAL BROKER SERVICES; AND ACTION THEREON**

Motion made by Council Member Arnett, seconded by Council Member Verhaalen, to approve hiring Newmark Knight Frank as the City's Hwy. 60 Business Park land broker. Motion carried without a negative vote with Council Member Burkart excused.

**DISCUSSION AND POSSIBLE ACTION ON FORWARD CEDARBURG, INC. WAIVER AND RELEASE; AND ACTION THEREON**

Motion made by Council Member Thome, seconded by Council Member Lythjohan, to agree to the Forward Cedarburg Inc. waiver and release. Motion carried without a negative vote with Council Member Burkart excused.

**ADJOURNMENT**

Motion made by Council Member Arnett, seconded by Council Member Bublitz, to adjourn the meeting at 8:49 p.m. Motion carried without a negative vote with Council Member Burkart excused.

Amy D. Kletzien, MMC/WCPC  
Deputy City Clerk

**CITY OF CEDARBURG  
COMMON COUNCIL  
August 17, 2020**

**CC20200817-1  
UNAPPROVED**

A special meeting of the Common Council of the City of Cedarburg, Wisconsin, was held online on Monday, August 17, 2020, utilizing the Zoom app.

Mayor O'Keefe called the meeting to order at 7:00 p.m.

Roll Call: Present - Mayor Michael O'Keefe, Council Members Jack Arnett, Kristin Burkart, Rick Verhaalen, Robert Simpson, Patricia Thome, Barbara Lythjohan

Excused - Council Member Sherry Bublitz

Also Present - City Administrator Mikko Hilvo, City Attorney Michael Herbrand, Deputy City Clerk Amy Kletzien, Finance Director/Treasurer Christy Mertes, Director of Engineering & Public Works Tom Wiza, Planner Jon Censky, 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.

**COMMENTS AND SUGGESTIONS FROM CITIZENS**- None

**NEW BUSINESS**

**CONSIDER CITY ASSESSOR SERVICES; AND ACTION THEREON**

Mayor O'Keefe explained that City Assessor Timm is retiring this fall and he thanked her for her many years of service to the City.

City Administrator Hilvo explained that he is presenting the Common Council with three options for assessor services:

- Option A – Hire a new full-time City Assessor for residential assessments and continue with a contractor for commercial assessments. Most costly option but would provide customer service for citizens and staff.
- Option B – Hire an experienced residential and commercial assessor. This option would save the City approximately \$13,500.
- Option C – Use a contract service. This option would save the City approximately \$40,000.

City Administrator Hilvo explained that most surrounding communities contract this service. The Village of Grafton has an Assessor Technician to supplement the contracted assessor. The City of Mequon has a full-time secretary that supplements the contracted assessor.

City Administrator Hilvo explained that the upcoming revaluations will cost more than if done in-house. It will cost the City approximately \$78,000 for a partial revaluation in 2022 and \$120,000 - \$200,000 for a full revaluation in 2027. He is leaning towards hiring a contracted service at this time but is concerned about the loss in customer service. Early estimates for a contract service is \$85,000 for a one-year contract or \$85,000/year for a three-year contract.

City Assessor Timm stated that she would prefer to keep the service in-house, as it has been done on a full-time basis since 1996. Cedarburg provides good customer service and the community is used to this. In addition to her assessor duties she is responsible for completing special assessment letters that are required for residential closings (27 letters were completed last week); property owner lists and labels for public hearing notices; office walk-ins; and helping other departments in emergency situations. The City's current property value is \$1.5 billion.

In answer to Council Member Thome's question, City Administrator Hilvo explained that the City would not save much money if someone was hired to do administrative work. He said that special assessment letters could probably be done by the Engineering & Planning Secretary or the Building Inspection & Public Works Secretary, and the labels for public hearings could be done by the Clerk's office.

In answer to Council Member Arnett's question, City Administrator Hilvo estimated that placing a full-time resident Assessor could be done by November 1.

Council Member Thome expressed interest in hiring a contracted assessor for one year to explore all options.

City Assessor Timm explained that a revaluation is coming up and could possibly be stretched out one additional year.

Council Member Arnett confirmed that the City is doing okay with assessments and possibly the City could wait until the State requires a full revaluation.

Assessor Timm stated that 2020 is the first year that the City is out of compliance so the latest year for a revaluation would be 2023.

Council Member Burkart stated that as a real estate broker, it is valuable to have an Assessor on staff because real estate moves so quickly. It would be helpful to have an assessor on staff who knows Cedarburg.

In answer to Mayor O'Keefe's question, City Administrator Hilvo explained that contract assessors typically have a direct contact number on their website with a 24-hour response time.

Council Member Arnett confirmed with Assessor Timm that more data is available online for a person to find basic information. Assessor Timm stated that an added fee may be charged by a contract assessor to get more detail.

In answer to Council Member Thome's question, City Administrator Hilvo stated that only larger communities have an in-house Assessor's office such as West Bend, West Allis, and Milwaukee. City Assessor Timm stated that Plover has an in-house assessor and they are similar in size.

In answer to Council Member Arnett's question, City Administrator Hilvo explained that he was able to get one quote before the meeting but will do more research and get additional quotes. He added that a low bid isn't always best because incorrect assessments could cost the City in the long run.

Mayor O'Keefe indicated that he was leaning towards contracting for Assessor services. Now would be a good time to try this route for possibly one year. Mayor O'Keefe explained that this decision is no reflection on Assessor Timm's performance or career, as he appreciates her work for the City, and she will be difficult to replace.

Motion made by Council Member Verhaalen, seconded by Council Member Lythjohan, to have City Administrator Hilvo pursue contract Assessor services with flexibility in length of contract. Motion carried without a negative vote with Council Member Bublitz excused.

Council Member Burkart asked that the bids include contract pricing for the revaluation.

Attorney Herbrand explained that the RFPs can also include one-year bids along with alternate three-year bids.

### **ADJOURNMENT**

Motion made by Council Member Arnett, seconded by Council Member Bublitz, to adjourn the meeting at 8:49 p.m. Motion carried without a negative vote with Council Member Burkart excused.

Amy D. Kletzien, MMC/WCPC  
Deputy City Clerk



## CITY OF CEDARBURG

**MEETING DATE:** August 31, 2020

**ITEM NO: 8.A.**

**TITLE:** Consider approval of Memorandum of Understanding with the Wisconsin Department of Transportation for Hwy 60 Business Park intersection improvements; and action thereon.

**ISSUE SUMMARY:** Given that our Business Park will have direct access on Highway 60, the State is able to dictate the level of improvements required to create a safe intersection. Therefore, the State has drafted a Memorandum of Understanding which lays out the required improvements and implementation schedule. The improvements will be based on the revised Traffic Impact Analysis, which reflects the fact that the Baehmann development will no longer connect to the Business Park.

The required intersection improvements have been reduced, but are still substantial and costly.

**STAFF RECOMMENDATION:** Staff recommends the City sign the MOU to keep the Business Park development on schedule.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:** N/A

**BUDGETARY IMPACT:** Estimated \$800,000 from TIF #6 borrowing

**ATTACHMENTS:** Copy of Memorandum of Understanding  
Preliminary schematic plan of required intersection improvements

**INITIATED/REQUESTED BY:** Tom Wiza

**FOR MORE INFORMATION CONTACT:** Tom Wiza 262-375-7610

**Memorandum of Understanding**  
between  
**THE CITY OF CEDARBURG,**  
and  
**THE WISCONSIN DEPARTMENT OF TRANSPORTATION**

This memorandum summarizes the agreement between the City of Cedarburg (City) and the Wisconsin Department of Transportation (State) for the construction of the roadway improvements necessary to accommodate all the proposed developments included within the July 31, 2020 Traffic Impact Analysis for the Cedarburg Business Park.

**1. GENERAL**

- A. Nothing in this memorandum of understanding (MOU) shall limit or otherwise affect the sovereign immunity of the State of Wisconsin.
- B. This MOU shall not be construed to create third-party beneficiaries, nor to create a partnership between the City and State.
- C. This MOU contains the entire agreement between the parties and all prior negotiations and discussions are hereby merged into and superseded by this MOU.
- D. This MOU may be signed in counterparts.
- E. The alteration of highway features is a police power and does not entitle any person, public or private, to any damages or compensation for such work. This MOU shall not be construed to create in any person or parcel of property a property interest in a median opening or any other feature within State's highway.
- F. Nothing in this MOU referencing costs that could be or will be incurred by the City is intended to limit the City's ability to pass those costs on to land owners or developers through development agreements, zoning approvals, special assessments, impact fees, and/or any other lawful method.
- G. This MOU assumes that the entirety of the proposed developments (depicted on Exhibit A attached hereto and incorporated herein by this reference) are constructed with the uses as shown in the Traffic Impact Analysis dated July 31, 2020. Any change in use of the properties set forth on Exhibit A that increases the anticipated traffic volumes from the development will require review by the State. The State reserves the right to impose additional conditions and/or require additional improvements if the proposed use(s) to be changed increase the traffic volumes from any parcel within the development limits.
- H. Subject to the foregoing, the following is the list of improvements to be constructed by the City to accommodate the proposed development:
  - a. An interim intersection onto WIS 60 (depicted on Exhibit B attached hereto and is incorporated herein by this reference) with the following improvements shall be constructed prior to occupancy of any structure on the Wilo USA site:
    - i. Eastbound right turn lane with a storage length of 350 feet and 150-foot taper
    - ii. Westbound left turn lane with a storage length of 350 feet and 150-foot taper
    - iii. Northbound right turn lane with a storage length of 100 feet and proper taper

- b. The requisite improvements for each development as described in a future State response letter to the July 31, 2020 Traffic Impact Analysis shall be constructed prior to the occupancy of any buildings within that development.
- I. This agreement shall remain in effect until all improvements required to be constructed in the future State response letter to the July 31, 2020 Traffic Impact Analysis are complete. After all the requirements of the future State response letter have been fulfilled, the provisions of this agreement will terminate, and except for paragraphs 1.G., above, and 3.B., below, this MOU will become null and void.
- J. The City and the State participated fully in the drafting of each and every part of this MOU. This MOU shall not be construed strictly in favor of or against either party. It shall be construed simply and fairly to each party.

## **2. THE CITY AGREES AS FOLLOWS:**

- A. To submit to the State permit plans for the construction of all required improvements to State highways that conform to the State's Facilities Development Manual;
- B. To construct all the improvements listed within this MOU that are required to mitigate the traffic impact of the development, as defined in paragraph 1.H., above, in conformity with the State's Facilities Development Manual;
- C. To reimburse the State via a reduction in the City's general transportation aids in the event the State is required to undertake the work to mitigate any traffic impact designated as a City or developer responsibility as defined in Item 1.H above due to the City declining to have the work completed; and
- D. To place a temporary moratorium on the issuance of building permits within the developments included within the July 31, 2020 Traffic Impact Analysis, except for the construction of the proposed Wilo USA site, until the State accepts the July 31, 2020 Traffic Impact Analysis (or any requested updates/revisions) and has provided its response letter detailing the roadway improvements required to mitigate the developments impacts.

## **3. STATE AGREES AS FOLLOWS:**

- A. To review the permit plans submitted by the City, pursuant to paragraph 2.A., above, and to approve those plans only if they fully conform to the State's Facility Development Manual and otherwise meet the State's requirements; and
- B. In addition to and separate from the City's obligation to construct and pay for any improvements to State highways under paragraphs 2.B. and C., above, the State reserves the right to further modify the public street connections to State highways including the prohibition of certain intersection movements, at the State's cost, to satisfy the required design standards on any future road construction project.

#### 4. AUTHORIZATION TO EXECUTE THIS AGREEMENT.

- A. Tony Barth, Planning Chief of the Southeast Region of the Wisconsin Department of Transportation, by executing this Memorandum of Understanding, hereby avers that he is duly authorized to sign this Memorandum of Understanding on behalf of the Wisconsin Department of Transportation and to bind the Wisconsin Department of Transportation to all of Wisconsin Department of Transportation's obligations and agreements set forth herein.
- B. Mike O'Keefe, Mayor, City of Cedarburg, Ozaukee County, Wisconsin, by executing this Memorandum of Understanding hereby avers that he is duly authorized to sign this Memorandum of Understanding on behalf of the City of Cedarburg, and to bind the City of Cedarburg to all of the City of Cedarburg's obligations and agreements set forth herein.

#### City of Cedarburg

By: \_\_\_\_\_

Mike O'Keefe

Title: Mayor, City of Cedarburg, Ozaukee County

Date: \_\_\_\_\_

#### Contract Approval

\_\_\_\_\_  
City Attorney Date

\_\_\_\_\_  
Comptroller Date

\_\_\_\_\_  
City Clerk Date

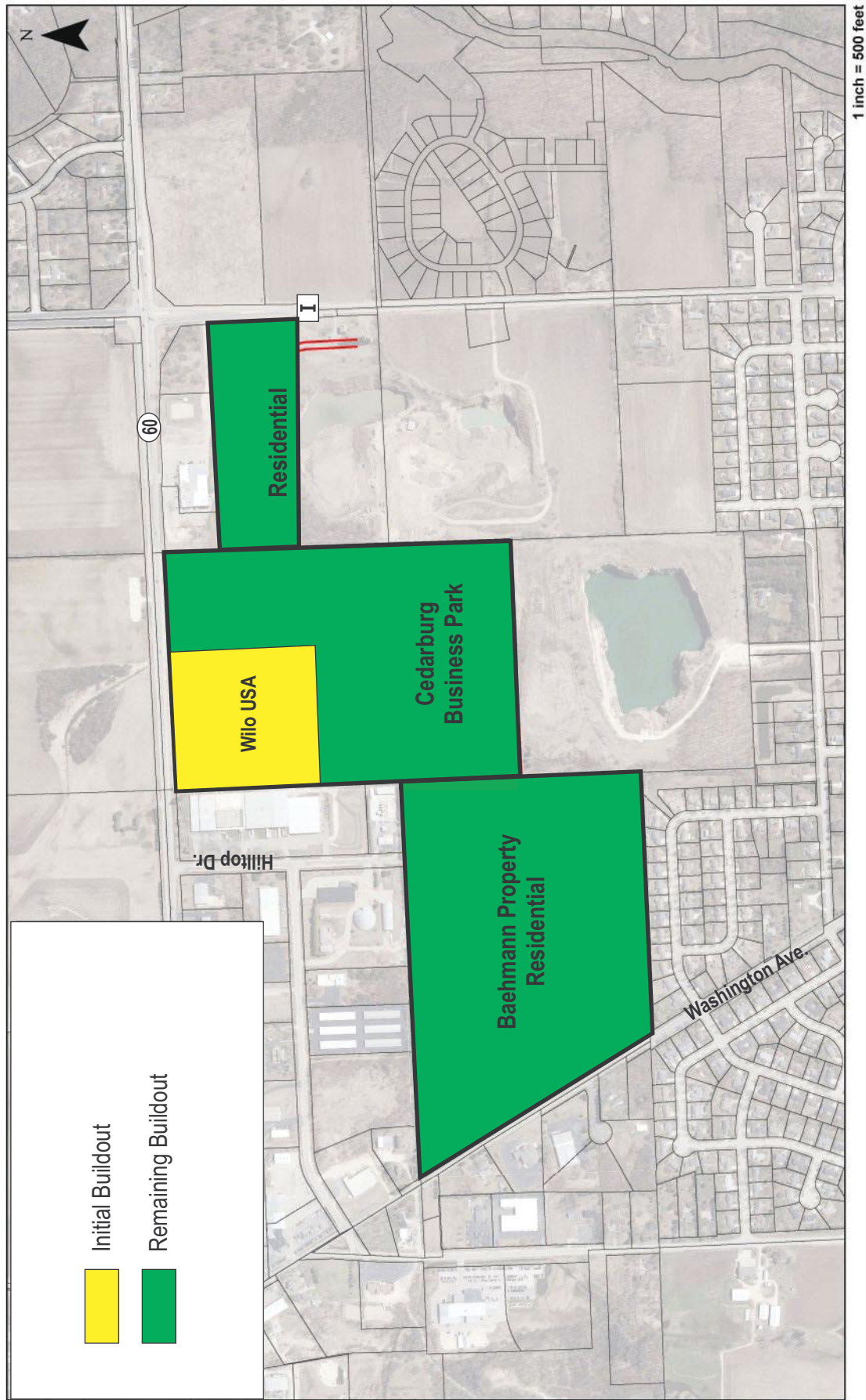
\_\_\_\_\_  
[title of any other person needed for approval] Date

#### Wisconsin Department of Transportation

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_









## CITY OF CEDARBURG

**MEETING DATE:** 8/31/2020

**ITEM NO:** 8.B.

**TITLE:** Consider approval of Certified Survey Map for the Hwy 60 Business Park; and action thereon

**ISSUE SUMMARY:**

This Certified Survey Map (CSM) will serve to divide the 59-acre Business Park into four separate parcels of 20-acres, 6.1-acres, 3.1-acres, and 26.3-acres in size. The 20-acre parcel at the southwest corner of the main entrance to the Business Park will serve the current and future needs of the Wilo Company, the 3.1-acre site, at the southeast corner of the entrance, is needed to create the south lot line of the parcel where the future utility easements will be located and both the 6.1-acre and the 26.3-acre parcels will be available for future land sales. The CSM will also serve to establish the location of future utility easements and identifies existing utility easements that no longer serve a purpose and will be vacated. Finally, since this CSM serves to dedicate the required public road right-of-way for State Highway 60 and for the City's Business Park roadway, Common Council approval is required.

**Staff Comments:**

Staff's review indicates full compliance with the dimensional requirements of the M-3 Business Park District and therefore we recommend approval.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

At their August 3, 2020 meeting, the Plan Commission reviewed and recommended approval of this CSM by unanimous vote.

**BUDGETARY IMPACT:**

N/A

**ATTACHMENTS:**

Minutes from the 8/3/2020 Plan Commission meeting.  
Copy of the Certified Survey Map.

**INITIATED/REQUESTED BY:** City of Cedarburg

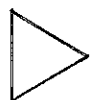
**FOR MORE INFORMATION CONTACT:** Jonathan Censky, City Planner, 262-375-7614

Mr. Sella was in attendance and told Commissioners that he and his wife are in agreement with the landscaping plan. He said that the Common Council advised him that if he works with the Petitioner everything should be approved without a problem. He added that if Petitioner Knuth wants to begin the landscaping project, he has no problem with that. Mayor O'Keefe suggested that Mr. Sella attend the Common Council meeting on Monday as well in order to voice his support for the Petitioner.

Harold Wendt, W55N511 Highland Drive, resides at the parcel located three lots to the northeast of Bozeman's Bar, and was also in attendance at the Common Council meeting on July 13, 2020. He recalls that Council Member Verhaalen expressed concern for pedestrians that frequent the sidewalk along Highland Drive and did not want people drinking and hanging on the fence while other people were walking by. Mr. Wendt thinks the berm idea is great, but he would like to see the fence that runs along this portion of the sidewalk raised to at least 5-feet in order to create more separation between the public sidewalk and the establishment's drinking area. Mayor O'Keefe stated that this issue is probably one to tackle on Monday night, as the topic being addressed tonight is focused on the landscaping buffer.

**Action:**

A motion was made by Vice Chairperson Burgoyne for approval of the landscaping/buffer plan as proposed. This motion was seconded by Council Member Thome and carried without a negative vote with Commissioner Strautmanis excused.



**REQUEST TO RECOMMEND APPROVAL FOR THE CERTIFIED SURVEY MAP FOR  
THE CITY OWNED BUSINESS PARK LOCATED AT N130W6603 STATE ROAD 60 –  
CITY OF CEDARBURG**

The proposed Certified Survey Map (CSM) will serve to divide the 59-acre Business Park into four separate parcels of the following sizes: 20-acres, 6.1-acres, 3.1-acres, and 26.3-acres.

The 20-acre parcel will serve the current and future needs of the Wilo Company. The 3.1-acre site will serve to establish the location of the south lot line for future utility location purposes. Both the 6.1-acre and the 26.3-acre parcels will be available for future business development. The CSM will also serve to dedicate the required public road right-of-way for State Highway 60 and for the City's Business Park. Additionally, the CSM will establish the necessary utility easements within the park.

Since the CSM involves public road right-of-way dedication, Common Council approval is required and therefore this map will be placed on the next Common Council meeting agenda for their approval.

While this CSM is in preliminary form and may be adjusted for the specific location of the easement and other technical requirements, the general lot layout will remain unchanged. City Staff review indicates full compliance with the dimensional requirements of the M-3 Business Park District; therefore, approval is recommended.



**Action**

A motion was made by Council Member Thome to recommend approval of the CSM as proposed. This motion was seconded by Mayor O'Keefe and carried without a negative vote with Commissioner Strautmanis excused.

**REQUEST EXTRATERRITORIAL LAND DIVISION APPROVAL FOR TOWN OF CEDARBURG RESIDENTS TO DIVIDE THEIR PARCEL LOCATED AT 327 DOUGLAS LANE – ANDREW AND RHIANNON WILSON**

Planner Censky reported that the Petitioners are seeking approval to divide their 4.6-acre parcel of land located at 327 Douglas Lane in the Town of Cedarburg into two separate lots of 3.049-acres and 1.542-acres. This parcel is within the City's extraterritorial plat approval jurisdiction; as such, the law allows the City to review and approve this proposed CSM. Although approval is required from the City of Cedarburg Plan Commission, this land division will not result in the dedication of public right-of-way, meaning approval from the City of Cedarburg Common Council is not necessary.

The proposed CSM is also scheduled for review by the Town of Cedarburg Plan Commission at their August 15, 2020 meeting. Accordingly, City of Cedarburg Plan Commission approval should be subject to the conditions established at that meeting.

Planner Censky reviewed the CSM and found that it complies with the Town of Cedarburg's Zoning Code requirements. In response to Council Member Burkart's request for clarification, Planner Censky explained that the City has extraterritorial plat review and approval authority extending out to about one mile and a half into the Town. Historically, towns were considered as holding places for lands that were ultimately to be annexed into cities. Authority was given to cities to review what is happening in those areas.

**Action:**

A motion was made by Council Member Thome to approve the extraterritorial land division provided that any conditions established at the Town of Cedarburg Plan Commission meeting on August 15, 2020 are met. This motion was seconded by Mayor O'Keefe. The motion carried without a negative vote with Commissioner Strautmanis excused.

**DETERMINE SEPTEMBER 2020 PLAN COMMISSION MEETING DATE**

This meeting date is set for Thursday, September 3, 2020.

**COMMENTS AND ANNOUNCEMENTS BY PLAN COMMISSIONERS**

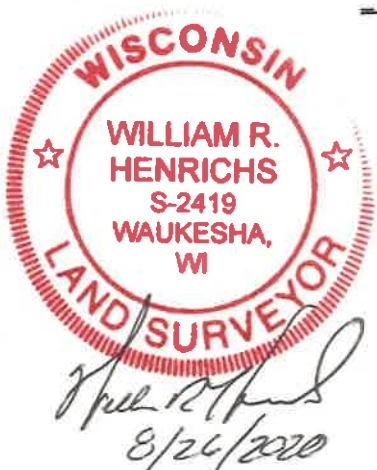
It has been brought to the attention of Council Member Thome that there is a possibility that the Stagecoach Inn and Lime Cantina may be using amplified music in their outdoor areas. The Commission is aware of other establishments that have gone through the proper Outdoor Alcohol Beverage License process as per City Ordinance. Council

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

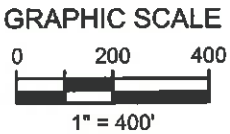
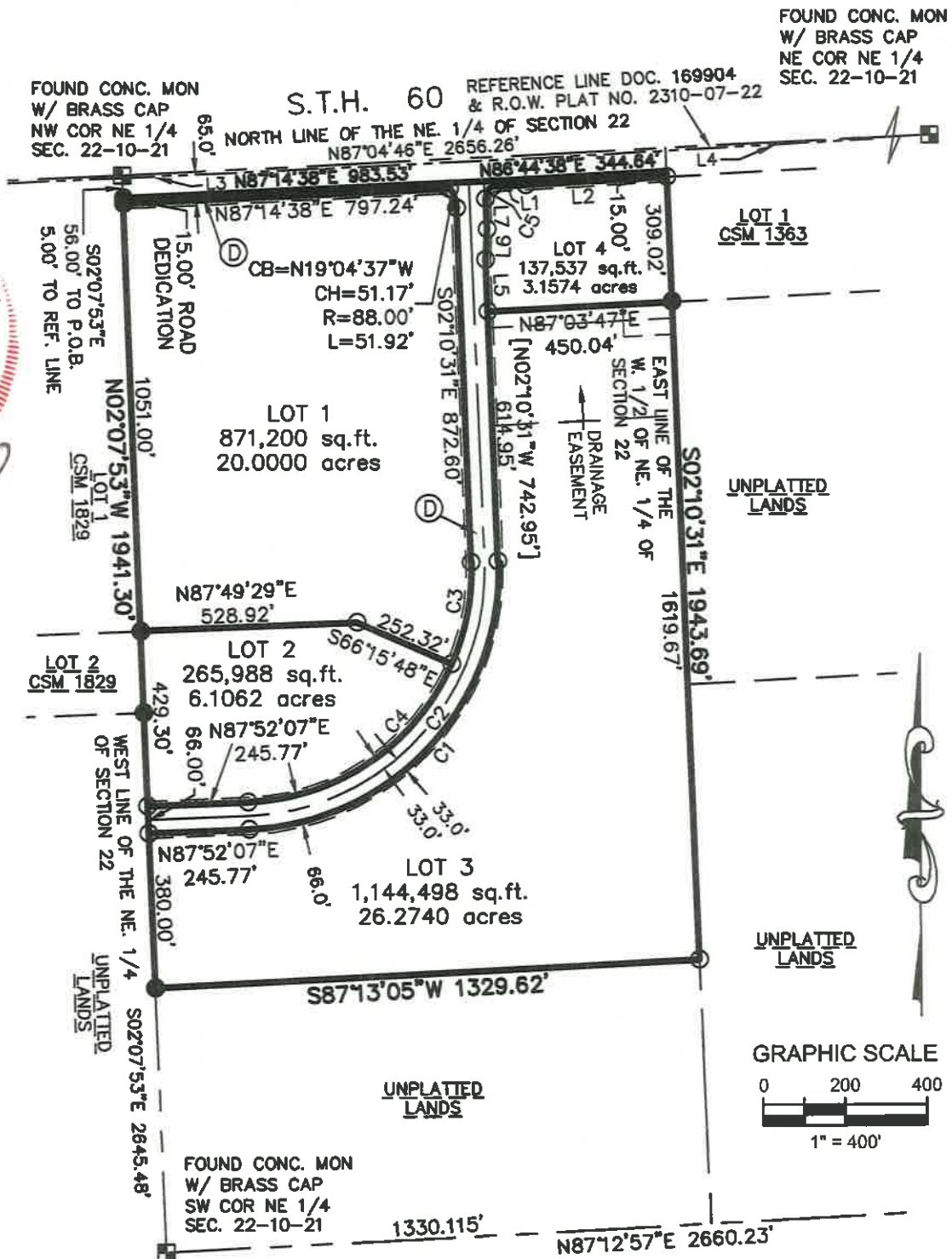
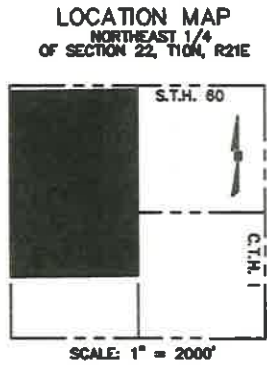
That part of the Northwest 1/4 and Southwest 1/4 of the Northeast 1/4 of Section 22, Town 10 North, Range 21 East, in the City of Cedarburg, Ozaukee County, Wisconsin.

- INDICATES FOUND 1" IRON PIPE
  - INDICATES SET 1.315" O.D. IRON PIPE AT LEAST 18" IN LENGTH, 1.68 LBS. PER LINEAL FOOT.
  - ① INDICATES DEDICATED TO THE CITY OF CEDARBURG FOR PUBLIC ROAD PURPOSES
- ALL DIMENSIONS SHOWN ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT.  
ALL BEARINGS ARE REFERENCED TO THE WEST LINE OF THE NW 1/4 OF SECTION 22, T 10 N, R 21 E, WHICH BEARS S02°07'53"E. WISCONSIN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE.

SEE SHEETS 2 & 3 FOR EASEMENT DETAILS.  
SEE SHEET 3 FOR LINE & CURVE TABLES.

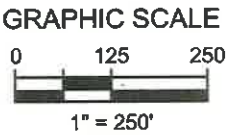
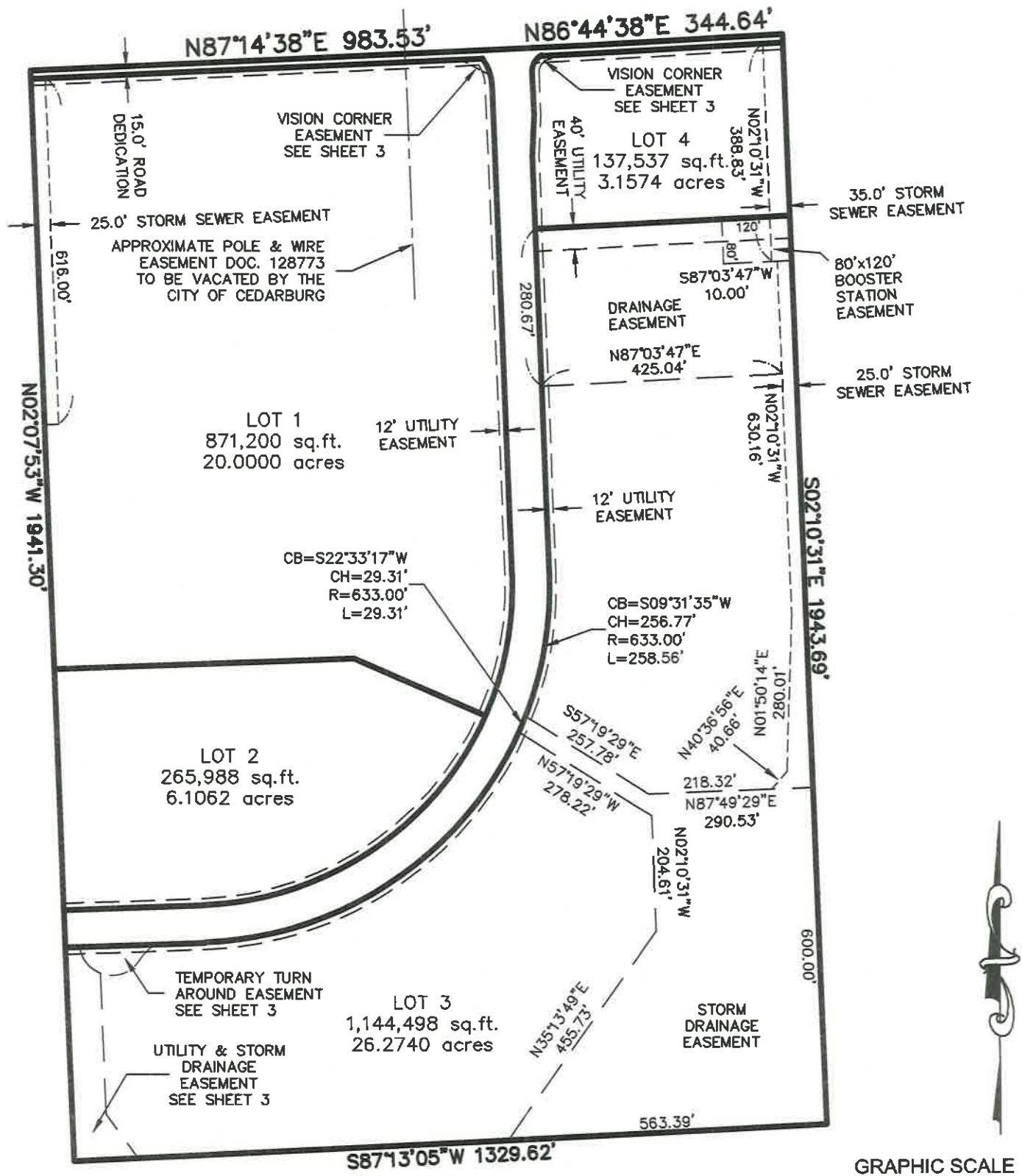


NOTE: L3 & L4 ARE REF. LINE DIMS



CERTIFIED SURVEY MAP NO. \_\_\_\_\_

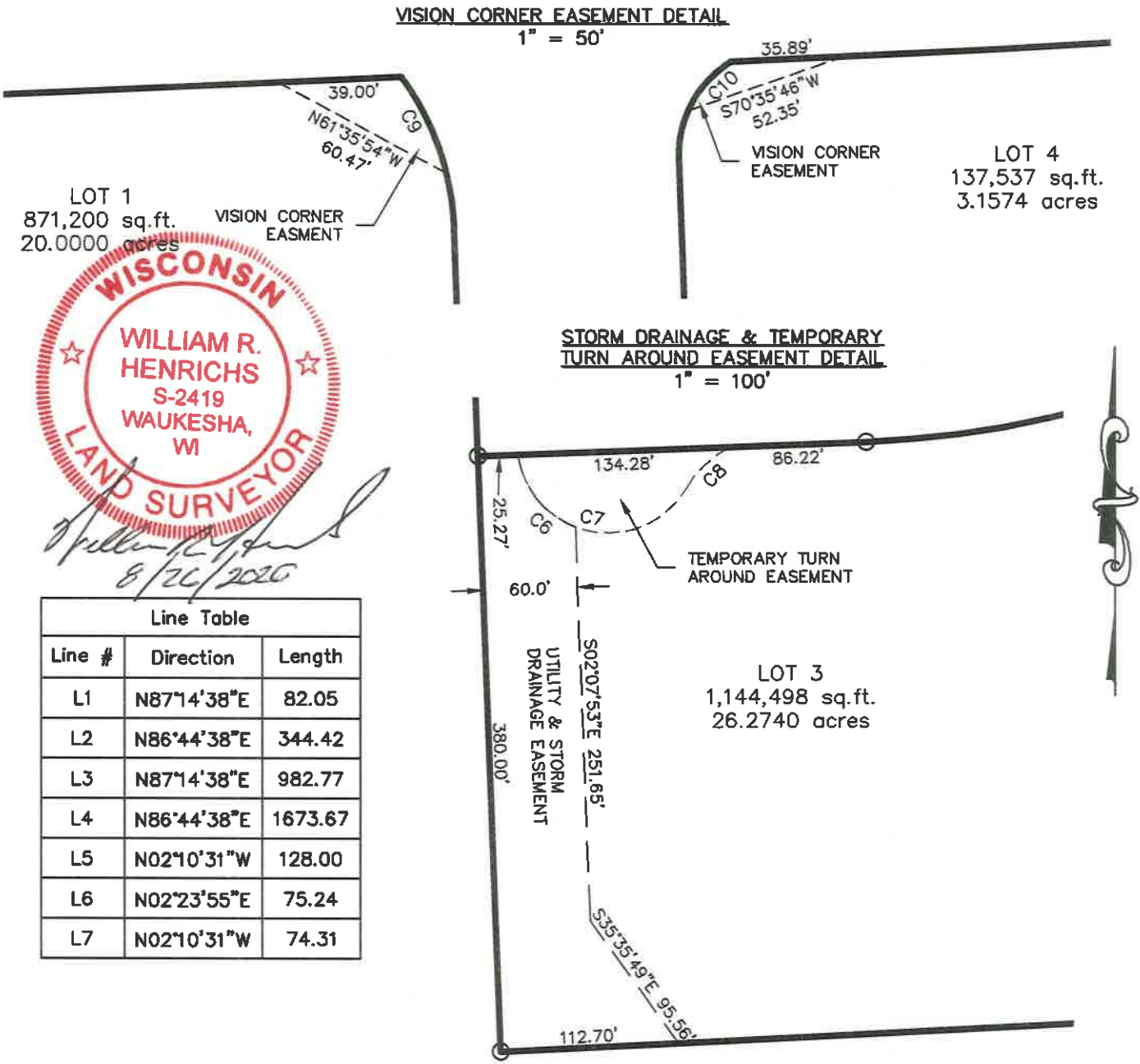
That part of the Northwest 1/4 and Southwest 1/4 of the Northeast 1/4 of Section 22, Town 10 North, Range 21 East, in the City of Cedarburg, Ozaukee County, Wisconsin.



**raSmith**  
CREATIVITY BEYOND ENGINEERING  
16745 W. Bluemound Road  
Brookfield, WI 53005-5938  
(262) 781-1000  
rasmith.com

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

That part of the Northwest 1/4 and Southwest 1/4 of the Northeast 1/4 of Section 22, Town 10 North, Range 21 East, in the City of Cedarburg, Ozaukee County, Wisconsin.





CERTIFIED SURVEY MAP NO. \_\_\_\_\_

That part of the Northwest 1/4 and Southwest 1/4 of the Northeast 1/4 of Section 22, Town 10 North, Range 21 East, in the City of Cedarburg, Ozaukee County, Wisconsin.

SURVEYOR'S CERTIFICATE

STATE OF WISCONSIN }  
                                  :SS  
WAUKESHA COUNTY }

I, WILLIAM R. HENRICHS, Professional Land Surveyor, do hereby certify:

THAT I have surveyed, divided and mapped a that part of the Northwest 1/4 and Southwest 1/4 of the Northeast 1/4 of Section 22, Town 10 North, Range 21 East, in the City of Cedarburg, Ozaukee County, Wisconsin, bounded and described as follows:

Commencing at the Northwest corner of the Northeast 1/4 of said Section 22; thence South 02° 07' 53" East along the West line of said 1/4 Section a distance of 56.00 feet to a point in the South line of State Trunk Highway 60 and the point of beginning of lands to be described; thence North 87° 14' 38" East along said South line 983.53 feet to a point; thence North 86° 44' 38" East along said South line 344.64 feet to a point in the East line of the West 1/2 of the Northeast 1/4 of said Section 22; thence South 02° 10' 31" East along said East line 1943.69 feet to a point; thence South 87° 13' 05" West 1329.62 feet to a point in the West line of the Northeast 1/4 of said Section 22; thence North 02° 07' 53" West along said West line 1941.30 feet to the point of beginning.

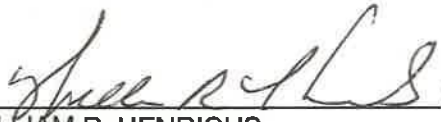
Containing 2,579,695 square feet or 59.2217 acres.

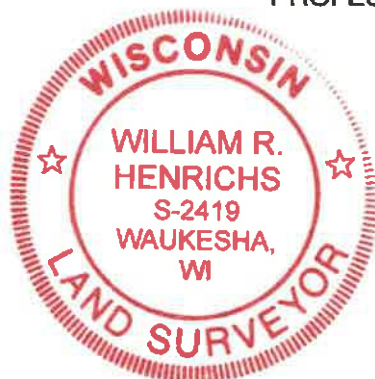
THAT I have made such survey, land division and map by the direction of THE CITY OF CERDARBURG, a municipal corporation, owner.

THAT such map is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made.

THAT I have fully complied with the provisions of Chapter 236 of the Wisconsin Statutes and Ordinances of the City of Cedarburg, in surveying, dividing and mapping the same.

8/22/2020  
DATE

 (SEAL)  
WILLIAM R. HENRICHS  
PROFESSIONAL LAND SURVEYOR S-2419



CERTIFIED SURVEY MAP NO. \_\_\_\_\_

That part of the Northwest 1/4 and Southwest 1/4 of the Northeast 1/4 of Section 22, Town 10 North, Range 21 East, in the City of Cedarburg, Ozaukee County, Wisconsin.

CORPORATE OWNER'S CERTIFICATE

THE CITY OF CERDARBURG, a municipal corporation, duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, certify that said association caused the land described on this map to be surveyed, divided and mapped as represented on this map in accordance with the Ordinances of the City of Cedarburg.

THE CITY OF CERDARBURG, a municipal corporation, does further certify that this map is required by S.236.10 or 236.12 to be submitted to the following for approval or objection: City of Cedarburg

WITNESS the hand and seal of THE CITY OF CERDARBURG, a municipal corporation, has caused these presents to be signed by \_\_\_\_\_, its \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

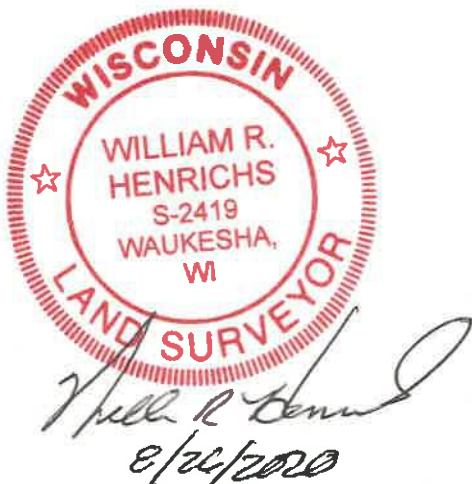
THE CITY OF CERDARBURG  
\_\_\_\_\_

STATE OF WISCONSIN        }  
                                      :SS  
\_\_\_\_\_ COUNTY        }

PERSONALLY came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2020,  
the above named \_\_\_\_\_, to me known to be the person who executed the foregoing instrument, and to me known to be such \_\_\_\_\_ of said Municipal corporation and acknowledged that he executed the foregoing instrument as such officer, by its authority.

\_\_\_\_\_(SEAL)

Notary Public, State of Wisconsin  
My commission expires \_\_\_\_\_



CERTIFIED SURVEY MAP NO. \_\_\_\_\_

That part of the Northwest 1/4 and Southwest 1/4 of the Northeast 1/4 of Section 22, Town 10 North, Range 21 East, in the City of Cedarburg, Ozaukee County, Wisconsin.

PLAN COMMISSION APPROVAL

This land division is hereby approved by the Plan Commission in the City of Cedarburg this \_\_\_\_\_, day of \_\_\_\_\_, 2020

\_\_\_\_\_, Chairman

\_\_\_\_\_, Secretary

I, Tracie Sette, City Clerk for the City of Cedarburg, hereby certify that the Certified Survey Map described herein was approved by the City Plan Commission at it's meeting on \_\_\_\_\_

\_\_\_\_\_  
Tracie Sette, City Clerk



## CITY OF CEDARBURG

**MEETING DATE:** August 31, 2020

**ITEM NO: 8.C.**

**TITLE:** Consider approval of engineering services contract amendment with R A Smith for the Hwy 60 Business Park intersection design and construction related services associated with the grading contract; and action thereon.

**ISSUE SUMMARY:** R A Smith is currently under contract with the City to complete the Business Park engineering design. When we awarded the contract, the scope did not include any construction phase services, and they were only asked to provide a “schematic design” for the highway 60 Business Park intersection.

Things have progressed; the grading is now underway, and the required intersection geometrics have been dictated by WIS DOT. The present contract amendment includes construction staking for the grading contract, attendance at all site meetings, complete design for the Hwy 60 intersection, and an allowance for the water booster pump station Public Service Commission submission.

Unlike the Concord Group proposal, which runs through the duration of the Business Park project, R A Smith’s work has been broken up into phases, and we will be bringing forth one more contract amendment in December for construction inspection, construction staking, and record drawings for the utility construction to take place in 2021.

**STAFF RECOMMENDATION:** Staff recommends approving the engineering services contract amendment with R A Smith for an estimated total of \$39,620.00.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:** N/A

**BUDGETARY IMPACT:** \$39,620 from proceeds of the TIF #6 borrowing

**ATTACHMENTS:** Copy of R A Smith contract amendment.

**INITIATED/REQUESTED BY:** Tom Wiza

**FOR MORE INFORMATION CONTACT:** Tom Wiza 262-375-7610











## AMENDMENT TO HIGHWAY 60 BUSINESS PARK ENGINEERING CONTRACT

|                 |                                |            |  |
|-----------------|--------------------------------|------------|--|
| Date:           | August 26, 2020                | Attention: | Tom Wiza, P.E.                           |
| Project Number: | 1200167                        | Title:     | Director of Engineering and Public Works |
| Project Name:   | Cedarburg STH 60 Business Park | Phone:     | 262-375-7600                             |
| Client:         | City of Cedarburg              | Fax:       | 262-375-7906                             |
| Address:        | W63 N645 Washington Avenue     | E-Mail:    | Twiza@ci.cedarburg.wi.us                 |

### I. SITE ADDRESS / LOCATION

STH 60 Business Park

### II. SCOPE OF WORK

The original contract included the design and preparation of plans for the 60 acre business park, thru bidding, including the design of an interim intersection at STH 60. In order to meet the expedited schedule of the anchor tenant, a phase 1 grading plan was bid and construction on this phase has started ahead of the preliminary schedule. In addition, during the upfront coordination and permitting with the DOT and utilities, it was determined a PSC approval will be needed and the need to design and construct the ultimate build-out of the STH 60 intersection with the business park access road may be required. Due to these items, the following amendments are sought to complete the final design and construction of the phase 1 grading plan.

- 1) Provide construction administration services, including staking of storm sewer (assumes 2 days), survey control and exhibits for grading and geotech, periodic site visits and inspections, general assistance and requests for information during construction, bi-weekly status meetings and final assistance with punch-list items and acceptance. It is assumed that site visits could be provided weekly by either our design project manager or our construction manager and approximately 5 bi-weekly meetings will be attended.
- 2) If requested we will provide the PSC application. This is approximately a 2-3 month process and consists of a report and application. We will work with Cedarburg Light and Water requiring information from the upcoming water tower that will be constructed.
- 3) Prepare a design of the fully improved intersection at STH 60 with our new access road, from the Circle B access to Hilltop Drive. The improvements would include designated through lanes, left turn lanes (to a new access point to the north side of STH 60) and right turn lanes traveling both east and west bound along with expanded medians and acceleration and deceleration lanes. The improvements would be within the right of way, with minor grading outside of the right of way (north side), but would include a full reconstruction and phased construction and traffic control staging to maintain access to the construction site while maintaining traffic on STH 60. The ultimate design will include some additional survey along STH 60, both east and west of the business park. We assume no lighting, or if required, Cedarburg Light and Water will provide lighting design at the intersection.

### III. ESTIMATED COMPLETION SCHEDULE

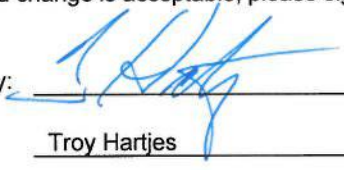
Construction assistance will be completed by the end of 2020, and design items will be completed by early 2021 to allow bidding of the next phase of the business park by February of 2021.

### IV. PROFESSIONAL FEES

|   |          |
|---|----------|
| Contract Amendment Item #1 Survey .....                   | \$6,500  |
| Contract Amendment Item #1 Site Visits and Meetings ..... | \$5,500  |
| Contract Amendment Item #2 PSC .....                      | \$5,120  |
| Contract Amendment Item #3 STH 60 Design .....            | \$22,500 |

**V. ACCEPTANCE**

If this proposed change is acceptable, please sign and date this original and return it to our office.

|               |   |               |  |
|---------------|---|---------------|--|
| Requested By: |  | Accepted By:  |  |
| Print Name:   | Troy Hartjes  | Print Name:   |  |
| Title:        | Senior Project Manager  | Title:        |  |
| Representing: | R.S. Smith, Inc.  | Representing: |  |
| Date:         | August 26, 2020   | Date:         |  |

## CITY OF CEDARBURG

**MEETING DATE:** August 31, 2020

**ITEM NO: 8.D.**

**TITLE:** Consider approval of professional services contract with the Concord Group for project management through the remainder of the Hwy 60 Business Park development; and action thereon.

**ISSUE SUMMARY:** The Concord Group has been assisting the City with project coordination and scheduling throughout the Hwy 60 Business Park design phase. Their role has been somewhat limited to this point, but it is expected to expand significantly due to City staffing changes at the end of the year.

As the infrastructure construction ramps up in 2021, the Concord Group will review and make recommendations on all Business Park contractor progress payments, issue change orders as required, and coordinate construction activities to assure completion within project timelines.

**STAFF RECOMMENDATION:** As I will be retiring shortly after the first of the year, I am recommending the Concord Group assist the new City Engineer with Business Park project management to assure a successful outcome.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:** N/A

**BUDGETARY IMPACT:** Estimated professional services fees total \$69,900 through completion of the Business Park infrastructure. Funded as part of the TIF #6 borrowing

**ATTACHMENTS:** Copy of Concord Group proposal.

**INITIATED/REQUESTED BY:** Tom Wiza

**FOR MORE INFORMATION CONTACT:** Tom Wiza/Mikko Hilvo



*A Proposal for:*

**Owner's Representation -  
Project Management Services  
STH 60 Business Park  
  
Cedarburg, Wisconsin**

*Prepared for:*

Mr. Tom Wiza, P.E.,  
Director of Engineering and Public Works  
Cedarburg City Hall  
W63 N645 Washington Avenue  
Cedarburg, WI 53012

*Prepared by:*

The Concord Group  
1000 North Water Street  
Suite 1550  
Milwaukee, WI 53202

Proposal Number: 2020E955  
August 18, 2020

## PROPOSAL – OWNER’S REPRESENTATION SERVICES

| TABLE OF CONTENTS                                       | Page |
|---|------|
| i. PROPOSAL COVER                                       | 1    |
| ii. TABLE OF CONTENTS                                   | 2    |
| I. INTRODUCTION – BACKGROUND INFORMATION                | 3    |
| II. SCOPE OF SERVICES AND FEES – OWNER’S REPRESENTATION | 4    |
| 1.0 Construction Phase Services                         | 4    |
| 2.0 Project Close-Out Phase                             | 6    |
| 3.0 Fees and Expenses                                   | 6    |
| 4.0 Terms of Payment and Additional Services            | 6    |
| III. ACCEPTANCE   | 7    |

## I. INTRODUCTION – BACKGROUND INFORMATION

The City of Cedarburg is in the process of completing design and beginning construction for implementing various infrastructure improvements for the Cedarburg STH 60 Business Park. The 60-acre parcel is located on the south side of STH 60 roadway where the property is centered approximately 2,000 feet west of the Sheboygan Road (CTH I) intersection and east of Washington Avenue (STH 181).

The project has taken a series of positive turns during the design phase. Most notably, the STH 60 Highway – Phase I Intersection for the main access road to the Business Park has been preliminarily approved by WisDOT to include a significantly reduced level of improvement. In addition, substantial discussions with the WDNR and re-evaluation of the prior regulated wetlands on site have resulted in a majority of the delineations to be re-classified as “artificial” or non-wetland, thereby simplifying the future land disturbance activities and permit process. In conjunction with the negotiations with the Anchor Tenant (Wilo), it was determined that preparing a separate Earthwork Package could expediate the public improvements project and reduce the City’s risk associated with the transfer of the 20-acre parcel. Lastly, all of these positive implications have improved the project schedule timeline and streamlined the cost implications for the project.

This proposal has been prepared at the request of the City of Cedarburg as a continuation of services performed by The Concord Group (TCG) for the STH 60 Business Park Improvements. We previously completed select Project Management Services during the initial Due Diligence phase, then performed Owner’s Representation services during the Design phase. Subsequently, this proposal has been prepared to provide Owner’s Representation services during the Construction and Project Close-out phases.

The duties and responsibilities, and fees outlined in this proposal have been prepared in accordance with the following guidelines:

- The purpose of TCG’s involvement is to provide independent construction consulting services on behalf of the City as an Owner’s Representative on the project. Specifically, we will provide our core services in Project Management oversight and Construction Cost Management services for the Business Park to confirm complete project-controls are performed from construction beginning to end on the project.
- The anticipated total construction budget has been estimated to be approximately \$8,200,000 and the project will be designed and constructed prior to the substantial completion schedule proposed for the Anchor Tenant’s development.
- The anticipated construction schedule suggests the following 12-month schedule:

|                                   |                                 |            |
|-----------------------------------|---------------------------------|------------|
| ➤ Earthwork Package No. 1         | September 1 – October 31, 2020  | (2 Months) |
| ➤ Streets/Utilities Package No. 2 | March, 2021 – October, 2021     | (8 Months) |
| ➤ Project Close-out Phase         | November, 2021 – December, 2021 | (2 Months) |



## **II. SCOPE OF SERVICES AND FEES – OWNER’S REPRESENTATION**

### **1.0 Construction Phase Services**

- 1.1 Throughout the construction phase of both Bid Packages, monitor the activities of the design professionals, the General Contractor and subcontractors, and other consultants and vendors for the completion of the construction work in accordance with the Owner’s objectives for cost, schedule, and quality. It is anticipated that this effort will include site visits and align with the bi-weekly job progress meetings described in Section 1.2.
- 1.2 Schedule, attend and administer the pre-construction, construction and job progress meetings to discuss matters of procedures, progress, problems and scheduling of the construction phase services performed during Bid Package No. 1 and No. 2 for the project. Tentatively, construction for Bid Package No. 1 – Earthwork and Bid Package No. 2 – Streets and Utilities will include performing Project Management services over an expected 2-month and 8-month construction period, respectively. Specifically, the effort includes attendance at bi-weekly job progress meetings for both construction packages (20 meetings), a Public Information meeting for each package, and a Pre-Construction meeting for each package, for a total of 24 meetings.
- 1.3 Review and update the Master Project Schedule with information provided by the Contractor at the Pre-Construction meeting(s).
- 1.4 Review and update the Master Project Budget monthly.
- 1.5 As required, review/recommend to the Owner necessary or desirable Change Directives or Change Orders submitted for the project that include:
  - 1.5.1 Review requests for changes by Owner, design professionals, General Contractor, specialty contractors and consultants, and mechanical system providers, etc.
  - 1.5.2 Perform a cost validation estimate for all Change Orders where applicable. Assist in review/negotiating those proposals.
  - 1.5.3 Determine whether request for changes in cost/schedule are necessary, reasonable and accurate.
  - 1.5.4 Submit recommendations to the Owner for approval with input on any effects to budget, schedule, and quality.
- 1.6 Review applications for progress payments/final payments, all documents in support of such applications, and make the appropriate recommendations to the Owner. This effort includes reviewing/processing a total of approximately 10 monthly construction payment requests and an additional final close-out pay application per Package (12 total pay requests).
- 1.7 Assist with obtaining the procurement of required governmental and regulatory agency permits or approvals that are still outstanding from the design phase, fee waivers (if applicable), and resolving code or regulatory disputes required for the work. Advise the Owner of potential delay impacts to the Master Project Schedule in this regard.
- 1.8 Monitor, assist and confirm that the design professionals and construction Contractors maintain the following documents: a record copy of all contracts, drawings, specifications, addenda, change orders and drawing modifications, shop drawings, material submittals, product data and samples, handbooks, manuals and instructions and related materials required to be kept and maintained for the project.

- 1.9 Continue to attend coordination meetings with Anchor Tenant – Wilo, and their design/construction team, on behalf of the Owner. It is anticipated that there will be a monthly meeting, at minimum, throughout the 10-months of construction phases for both Bid Packages and this effort will include preparing summaries of meeting minutes and management/direction of action items on behalf of the City with correspondence given to the Wilo's team.
- 1.10 Prepare and submit to the Owner a monthly report for both Construction Packages containing the following:
  - 1.10.1 Executive Summary – include a summary of financial status, highlights of major events and a schedule summary.
  - 1.10.2 Status of Construction – summarize construction activities and identify known and potential delays.
  - 1.10.3 Outstanding Items – include items to be completed by the Owner's Representative, the design professionals, General Contractor, specialty contractors, and vendors.
  - 1.10.4 Budget Status Report – include an updated Master Project Budget which will include a summary of anticipated costs and status of scope changes that are approved, pending, and/or anticipated.
  - 1.10.5 Schedules – include an updated Milestone Project Schedule.
  - 1.10.6 Anticipated Project Activity – indicate, in narrative form, the activities of the project in the upcoming month, actions to be taken during the period, and any scheduled governing agency reviews/approvals, etc.
  - 1.10.7 Other – include such additional or revised information as required by the Owner.
- 1.11 Assist in coordinating all aspects of the work with any public agencies or dry utility companies involved in the project.
- 1.12 In the event that the interpretation of the meaning and intent of the contract documents becomes necessary during construction, ascertain the design professionals' interpretation and transmit such information, along with Owner's Representative's analysis and recommendation to Owner.
- 1.13 Review the adequacy of supervision, personnel and construction equipment and the availability of necessary materials and supplies. Where adjudged inadequate, recommend that the necessary actions be taken to correct the deficiencies.
- 1.14 Monitor and review the design professionals' and the General Contractor's quality control and quality assurance system(s) are being performed so that the required standards of construction are achieved.
- 1.15 Monitor all construction testing processes and results conform to the design professionals, construction shop drawings, and material submittals specifications and codes/regulation requirements in accordance with the technical sections of the Contract Documents.
- 1.16 Monitor the flow of all documents and materials for proper sequence of approvals on behalf of the City so as not to delay the progress of the work.
- 1.17 Monitor the implementation of all scope changes during construction to confirm compliance with approved revisions and/or construction documents.

## **2.0 Project Close-Out Phase Services**

- 2.1 Monitor the procedures for conducting a comprehensive final inspection of the project to verify that the materials furnished and work performed for both Bid Packages are in accordance with the contract documents. This effort will include monitoring a commissioning procedure to verify all mechanical and electrical systems related to the Booster Station (Bid Package No. 2) are operating as intended.
- 2.2 Receive from the Contractor and deliver to the Owner all guarantees, warranties, operating and maintenance manuals required by the contract documents for both Packages. Confirm that the General Contractor and equipment vendors coordinate equipment and systems training sessions for the Owner's personnel.
- 2.3 Monitor the design professionals' and contractors' procedures for expediting the submittal of "red-lined as-built" data to be used in the preparation of record drawings for both Packages. Confirm documents have been reviewed and approved by the design professionals prior to being delivered to the Owner.
- 2.4 Provide a detailed and comprehensive final account cost expenditure report for each Package that includes documentation verification that all final lien waivers were processed and received.

## **3.0 Fees and Expenses**

- 3.1 Fees associated with the scope of services described above in Section II, Part 1.0 through 2.0, over 10-months and 2-months respectively, for the anticipated combined 12-month project schedule will be provided for an estimated fee as follows:

|       |                                       |                  |
|-------|---------------------------------------|------------------|
| 3.1.1 | Construction Phase (Section 1.0)      | \$ 63,700        |
| 3.1.2 | Project Close-Out Phase (Section 2.0) | <u>\$ 6,200</u>  |
|       | <b>Total Base Fee</b>                 | <b>\$ 69,900</b> |

- 3.2 The Concord Group Reimbursable Expenses – As a clarification, the following expenses are described and if applicable will be in addition to the above base fee:
  - 3.2.1 No mileage expense will be charged and is included in the above base fee.
  - 3.2.2 If required, cost for reproduction of drawings at a 1.0 multiplier (hard-copies).
  - 3.2.3 Additional costs for specialist consultants engaged under The Concord Group on behalf of and at the Owner's direction.

## **4.0 Terms of Payment and Additional Services**

- 4.1 An invoice will be submitted monthly for work completed, and payment will be due within thirty (30) calendar days.
- 4.2 Reimbursable expenses incurred, if applicable, will be reimbursed at net cost (1.0 multiplier).
- 4.3 Additional services beyond this Agreement provided by The Concord Group and authorized by the Owner, will be reimbursed on either a pre-agreed lump sum basis, or on an hourly basis at the following rates:

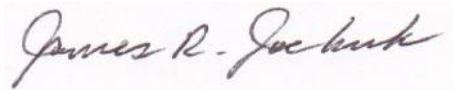
|                              |        |
|------------------------------|--------|
| Principal                    | \$ 220 |
| Public Assistance Specialist | \$ 205 |
| Director/Project Executive   | \$ 195 |
| Senior Project Manager       | \$ 170 |
| Senior Cost Estimator        | \$ 170 |
| Project Manager              | \$ 140 |
| Cost Estimator II            | \$ 140 |
| Cost Estimator I             | \$ 125 |
| Assistant Project Manager    | \$ 100 |
| Assistant Cost Estimator     | \$ 95  |
| Observation Specialist       | \$ 100 |
| Technical Assistant          | \$ 80  |

### III. ACCEPTANCE

If the foregoing proposal meets with your approval, a signed acceptance of this proposal will constitute an agreement between The Concord Group and the City of Cedarburg, and an authorization to render the services specified herein.

Signed on behalf of:

THE CONCORD CONSULTING GROUP OF ILLINOIS, INC.



By: \_\_\_\_\_  
James R. Joehnk, P.E.

Date: This 18th day of August, 2020

Accepted for:

City of Cedarburg

By: \_\_\_\_\_

Date: This \_\_\_\_\_ day of \_\_\_\_\_, 2020

**CITIZEN & COUNCIL MEMBER APPOINTMENTS – 8/31/2020**

**Community Development Authority – 4 year term**

|                |           |
|----------------|-----------|
| Dale Lythjohan | (09/2024) |
| Eric Stelter   | (09/2024) |
| Greg Hayry     | (09/2021) |

**Diversity Committee – 2 year term**

|   |          |
|---|----------|
| Rev. John Norquist                        | (5/2021) |
| Hayden Knight                             | (5/2021) |
| Amit Kaul                                 | (5/2021) |
| Erica Turner                              | (5/2022) |
| Blaine Gibson                             | (5/2022) |
| Dr. Joyce Caldwell                        | (5/2022) |
| Kayla Stoflet (1 <sup>st</sup> Alternate) | (5/2021) |

**Police & Fire Commission – 5 year term**

|                 |          |
|-----------------|----------|
| Stacey Tolomeo  | (4/2025) |
| Terry Zimmerman | (4/2022) |

Council Member Kristin Burkart  
Festivals Committee  
Economic Development Board

Council Member Sherry Bublitz  
Diversity Committee

## CITY OF CEDARBURG

**MEETING DATE:** August 31, 2020

**ITEM NO:** 8.F.

**TITLE:** Discuss timeframe for allowing Direct Sellers Permits; and action thereon

**ISSUE SUMMARY:** At the June 8, 2020 Common Council meeting, the Common Council voted in favor of suspending the issuance of Direct Sellers Permits until September 1, 2020. As COVID-19 is still a concern for at risk individuals, staff is looking for direction on whether or not to reinstate the issuance of Direct Sellers Permits.

The current application process can only be denied for inaccurate information on the application of violations directly related to the licensed activity. Due to the COVID 19 virus, many citizens with pre-existing health conditions may be placed at risk if direct seller permits are allowed. Many of these sellers' travel from city to city and currently are not under restrictions or health monitoring from public health.

**STAFF RECOMMENDATION:** Fire Chief Vahsholtz stated that the number of cases are rising again, and he recommends suspending Direct Seller permits until COVID 19 becomes less of a concern for at risk individuals.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:** N/A

**BUDGETARY IMPACT:** \$100 - \$150 per business; \$10 for each additional applicant working for the business after the first applicant.

**ATTACHMENTS:** Common Council minutes from June 8, 2020.

**INITIATED/REQUESTED BY:**

**FOR MORE INFORMATION CONTACT:** City Administrator Mikko Hilvo (262) 375-7919

Motion made by Council Member Thome, seconded by Council Member Burkart, to appoint Robert Simpson as 5<sup>th</sup> District Alderperson. Motion carried on a roll call vote with Council Members Bublitz, Arnett, Burkart, Verhaalen, Thome and Lythjohan voting aye.

**OATH OF OFFICE**

Deputy City Clerk Kletzien administered the Oath of Office to Robert Simpson.

**NEW BUSINESS**

**CONSIDER RESOLUTION NO. 2020-12 HONORING LIBRARY ASSISTANT NANCY SCHEFFLER; AND ACTION THEREON**

Motion made by Council Member Bublitz, seconded by Council Member Lythjohan, to approve Resolution No. 2020-12 honoring Library Assistant Nancy Scheffler. Motion carried without a negative vote.

Mayor O'Keefe and the Common Council presented Resolution No. 2020-12 commending Nancy Scheffler for her years of service to the City.



**DISCUSS TIMEFRAME FOR ALLOWING DIRECT SELLERS PERMITS; AND ACTION THEREON**

City Administrator Hilvo explained that until COVID-19 becomes less of a concern, the City may want to extend the issuance of Direct Seller permits until September 1, 2020.

Police Chief Frank explained that due to COVID-19, many citizens with pre-existing health conditions may be placed at risk if Direct Seller permits are allowed. Many of these seller's travel from city to city and currently are not under restrictions or health monitoring from public health. Police Chief Frank and Fire Chief Vahsholtz recommended suspending Direct Seller permits until COVID-19 becomes less of a concern for at risk individuals.

Motion made by Council Member Bublitz, seconded by Council Member Thome, to suspend allowing Direct Seller permits until September 1, 2020. Motion carried on a roll call vote with Council Member Bublitz, Arnett, Burkart, Verhaalen, Simpson, Thome and Lythjohan voting aye.

**CONSIDER OUTDOOR ALCOHOL BEVERAGE LICENSE FOR LIME CANTINA LLC AT W62 N550 WASHINGTON AVENUE; AND ACTION THEREON**

Planner Censky explained that the applicant is in the process of converting the former Stonewall Pub at W62 N550 Washington Avenue into the Lime Cantina Mexican Restaurant. As part of that conversion, he is proposing to section off an area in the rear yard for outdoor dining where he will also be serving alcohol beverages; therefore, the applicant is requesting an Outdoor Alcohol Beverage License. The applicant will be installing a concrete pad that extends back from the rear of the building about 60 feet where they will be placing thirteen to fourteen tables with chairs and an outdoor bar. The area will be enclosed by a combination of arborvitae plantings and a trellis system with access to this area being gained from the building or the opening near the outdoor bar area. He added that this

**CITY OF CEDARBURG**  
**TRANSFER LIST**  
**8/5/20-8/28/20**

| <b>Date</b>                  | <b>Amount</b>         | <b>Transfer to</b>  |
|------------------------------|-----------------------|---|
| <b>PWSB CHECKING ACCOUNT</b> |                       |   |
| 8/5/2020                     | \$79,390.18           | WRS-August health insurance premiums                      |
| 8/5/2020                     | \$6,924.80            | Delta Dental-August dental insurance premiums             |
| 8/11/2020                    | \$2,621.83            | Light & Water-July charges                                |
| 8/13/2020                    | \$211,000.00          | PWSB Payroll  |
| 8/14/2020                    | \$2,546,919.98        | Ozaukee County-settle school credit and 1st dollar credit |
| 8/14/2020                    | \$6,394.54            | Health Savings Accounts-contributions for 7/26/20-8/8/20  |
| 8/14/2020                    | \$2,129.46            | ICMA-contributions for 7/26/20-8/8/20                     |
| 8/14/2020                    | \$5,251.34            | North Shore Bank-contributions for 7/26/20-8/8/20         |
| 8/14/2020                    | \$385.00              | Police Association-union dues for 7/25/20-8/8/20          |
| 8/14/2020                    | \$346.15              | State of Wisconsin-child support                          |
| 8/14/2020                    | \$561.39              | Superior Vision-August vision insurance premiums          |
| 8/14/2020                    | \$1,455.93            | Aflac-July premiums                                       |
| 8/17/2020                    | \$3,145.62            | Minnesota Life-September life insurance premiums          |
| 8/18/2020                    | \$353.13              | Light & Water-July charges                                |
| 8/19/2020                    | \$41,531.46           | State of Wisconsin-July sales tax                         |
| 8/24/2020                    | \$28,441.63           | Light & Water-July charges                                |
| 8/24/2020                    | \$11,497.51           | Light & Water-July charges                                |
| 8/24/2020                    | \$2,863.11            | Light & Water-July charges                                |
| 8/26/2020                    | \$217,000.00          | PWSB Payroll  |
| 8/26/2020                    | \$6,194.54            | Health Savings Accounts-contributions for 8/9/20-8/22/20  |
| 8/26/2020                    | \$2,179.02            | ICMA-contributions for 8/9/20-8/22/20                     |
| 8/26/2020                    | \$5,246.80            | North Shore Bank-contributions for 8/9/20-8/22/20         |
| 8/26/2020                    | \$412.50              | Police Association-union dues for 8/9/20-8/22/20          |
| 8/26/2020                    | \$346.15              | State of Wisconsin-child support                          |
|                              | <u>\$3,182,592.07</u> |   |

**PWSB PAYROLL CHECKING ACCOUNT**

|           |                     |                                  |
|-----------|---------------------|----------------------------------|
| 8/14/2020 | \$148,447.30        | Payroll for 7/26/20-8/8/20       |
| 8/14/2020 | \$63,729.14         | Payroll taxes for 7/26/20-8/8/20 |
| 8/28/2020 | \$153,283.13        | Payroll for 8/9/20-8/22/20       |
| 8/28/2020 | <u>\$63,729.14</u>  | Payroll taxes for 8/9/20-8/22/20 |
|           | <u>\$429,188.71</u> |                                  |

**PWSB MONEY MARKET ACCOUNT**

|           |                     |               |
|-----------|---------------------|---------------|
| 8/13/2020 | \$2,200,000.00      | PWSB Checking |
| 8/13/2020 | \$300,000.00        | PWSB Checking |
| 8/14/2020 | \$50,000.00         | PWSB Checking |
| 8/21/2020 | \$1,000,000.00      | PWSB Checking |
| 8/26/2020 | <u>\$300,000.00</u> | PWSB Checking |



\$3,850,000.00

PWSB MONEY MARKET ACCOUNT-TIF #4

|           |                     |               |
|-----------|---------------------|---------------|
| 8/14/2020 | \$100,000.00        | PWSB Checking |
| 8/17/2020 | <u>\$120,000.00</u> | PWSB Checking |
|           | \$220,000.00        |               |

BMO HARRIS TEMPORARY INVESTMENT ACCOUNT

|           |              |                   |
|-----------|--------------|-------------------|
| 8/21/2020 | \$800,000.00 | PWSB Money Market |
|-----------|--------------|-------------------|

STATE POOL TEMPORARY INVESTMENT ACCOUNT

|          |                |                   |
|----------|----------------|-------------------|
| 8/5/2020 | \$2,546,919.98 | PWSB Money Market |
|----------|----------------|-------------------|

# CITY OF CEDARBURG

## \*Check Detail Register©

08/26/20 2:16 PM

Page 1

AUGUST 2020

|  |                            | Check Amt    | Invoice                            | Comment  |
|--|----------------------------|--------------|------------------------------------|--|
| <b>111300 PWSB Checking</b>              |                            |              |                                    |  |
| Paid Chk#                                | 035669                     | 8/3/2020     | <b>HSI ARRABELLE, LLC.</b>         |  |
| E 351-566710-227                         | DEVELOPERS INCENTIVE       | \$90,710.07  | 073020                             | DEVELOPER'S INCENTIVE LESS ADMIN                 |
| R 351-469000                             | PUBLIC CHARGES FOR SERVICE | (\$9,242.88) | 073020                             | DEVELOPER'S INCENTIVE LESS ADMIN                 |
| <b>Total HSI ARRABELLE, LLC.</b>         |                            | \$81,467.19  |                                    |  |
| Paid Chk#                                | 035670                     | 8/7/2020     | <b>ALBRECHT, KALIN</b>             |  |
| R 220-467317                             | YOUTH FOOTBALL REGISTRATIO | \$45.00      | CK REQ                             | REC-REFUND-FLAG FOOTBALL                         |
| <b>Total ALBRECHT, KALIN</b>             |                            | \$45.00      |                                    |  |
| Paid Chk#                                | 035671                     | 8/7/2020     | <b>AXON ENTERPRISE INC</b>         |  |
| E 100-522110-240                         | REPAIR AND MAINTENANCE     | \$1,960.00   | SI-1671737                         | PD-EQUIPMENT                                     |
| <b>Total AXON ENTERPRISE INC</b>         |                            | \$1,960.00   |                                    |  |
| Paid Chk#                                | 035672                     | 8/7/2020     | <b>BROPHY, JESSICA</b>             |  |
| R 220-467317                             | YOUTH FOOTBALL REGISTRATIO | \$45.00      | CK REQ                             | REC-REFUND-FLAG FOOTBALL                         |
| <b>Total BROPHY, JESSICA</b>             |                            | \$45.00      |                                    |  |
| Paid Chk#                                | 035673                     | 8/7/2020     | <b>CDW GOVERNMENT, INC.</b>        |  |
| E 100-514700-380                         | EQUIPMENT/CAPITAL OUTLA    | \$1.22       | ZMC5469                            | IT-CLERKS CABLE CREDIT CARD SETUP                |
| E 100-514700-380                         | EQUIPMENT/CAPITAL OUTLA    | \$28.55      | ZMF6243                            | IT-CLERKS CREDIT CARD SETUP                      |
| <b>Total CDW GOVERNMENT, INC.</b>        |                            | \$29.77      |                                    |  |
| Paid Chk#                                | 035674                     | 8/7/2020     | <b>CEDARBURG FIRE DEPARTMENT</b>   |  |
| G 100-251200                             | DUE TO FIRE DEPARTMENT     | \$55,326.94  | CK REQ                             | FIRE INSURANCE DUES PAYMENT                      |
| <b>Total CEDARBURG FIRE DEPARTMENT</b>   |                            | \$55,326.94  |                                    |  |
| Paid Chk#                                | 035675                     | 8/7/2020     | <b>CEDARBURG LIGHT &amp; WATER</b> |  |
| G 100-256200                             | DUE TO LIGHT AND WATER     | \$1,500.00   | CK REQ                             | T-MOBILE CELL TOWER MAINTENANCE FEE<br>2020/2021 |
| G 100-256201                             | DUE TO L&W IMPACT FEES     | \$2,007.82   | CK REQ                             | T-MOBILE CELL TOWER MAINTENANCE FEE<br>2020/2021 |
| <b>Total CEDARBURG LIGHT &amp; WATER</b> |                            | \$3,507.82   |                                    |  |
| Paid Chk#                                | 035676                     | 8/7/2020     | <b>DEMCO</b>                       |  |
| E 260-555110-310                         | OFFICE SUPPLIES            | \$2,540.27   | 6822394                            | LIBR-OFFICE SUPPLIES                             |
| <b>Total DEMCO</b>                       |                            | \$2,540.27   |                                    |  |
| Paid Chk#                                | 035677                     | 8/7/2020     | <b>DIGITAL EDGE OF GRAFTON</b>     |  |
| E 100-514100-310                         | OFFICE SUPPLIES            | \$75.33      | 17403                              | CLERK-OFFICE SUPPLIES                            |
| E 100-522310-310                         | OFFICE SUPPLIES            | \$75.34      | 17403                              | BI-OFFICE SUPPLIES                               |
| E 100-533110-310                         | OFFICE SUPPLIES            | \$75.33      | 17403                              | ENG-OFFICE SUPPLIES                              |
| <b>Total DIGITAL EDGE OF GRAFTON</b>     |                            | \$226.00     |                                    |  |
| Paid Chk#                                | 035678                     | 8/7/2020     | <b>EGELHOFF LAWNMOWER SERVICE</b>  |  |
| E 100-533311-240                         | REPAIR AND MAINTENANCE     | \$479.10     | 271692                             | DPW-STREET REPAIR & MAINTENANCE                  |
| <b>Total EGELHOFF LAWNMOWER SERVICE</b>  |                            | \$479.10     |                                    |  |
| Paid Chk#                                | 035679                     | 8/7/2020     | <b>FASTENAL COMPANY</b>            |  |

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

08/26/20 2:16 PM

Page 2

**AUGUST 2020**

|                  |   |                                       | Check Amt   | Invoice     | Comment                         |
|------------------|---|---------------------------------------|-------------|-------------|---------------------------------|
| E 100-533210-350 | OPERATING SUPPLIES                          |                                       | \$1,007.74  | WISAU118608 | DPW-OPERATING                   |
|                  | <b>Total FASTENAL COMPANY</b>               |                                       | \$1,007.74  |             |                                 |
| Paid Chk# 035680 | 8/7/2020                                    | <b>FORE BETTER GOLF</b>               |             |             |                                 |
| E 220-555390-290 | MAINT/CONTRACTED SERVIC                     |                                       | \$662.40    | 20-1004     | REC-CONTRACTED SERVICES         |
|                  | <b>Total FORE BETTER GOLF</b>               |                                       | \$662.40    |             |                                 |
| Paid Chk# 035681 | 8/7/2020                                    | <b>FORWARD SPACE</b>                  |             |             |                                 |
| E 260-555110-331 | GRANT EXPENDITURES                          |                                       | \$11,216.52 | 789922      | LIBR-GRANT EXPENDITURE          |
|                  | <b>Total FORWARD SPACE</b>                  |                                       | \$11,216.52 |             |                                 |
| Paid Chk# 035682 | 8/7/2020                                    | <b>GALLS LLC</b>                      |             |             |                                 |
| E 100-522410-350 | OPERATING SUPPLIES                          |                                       | \$35.76     | 016103963   | EM-LIGHTS                       |
|                  | <b>Total GALLS LLC</b>                      |                                       | \$35.76     |             |                                 |
| Paid Chk# 035683 | 8/7/2020                                    | <b>GRAEF</b>                          |             |             |                                 |
| E 400-533750-874 | DAM STUDIES                                 |                                       | \$318.00    | 0110715     | ENVIRONMENTAL FUND              |
| E 400-533750-874 | DAM STUDIES                                 |                                       | \$3,000.00  | 0110722     | ENVIRONMENTAL FUND              |
|                  | <b>Total GRAEF</b>                          |                                       | \$3,318.00  |             |                                 |
| Paid Chk# 035684 | 8/7/2020                                    | <b>HERBST OIL, INC.</b>               |             |             |                                 |
| G 221-161500     | FUEL INVENTORY                              |                                       | \$2,716.64  | 75238       | DPW-FUEL INVENTORY              |
| G 221-161500     | FUEL INVENTORY                              |                                       | \$3,090.20  | 75775       | DPW-FUEL INVENTORY              |
|                  | <b>Total HERBST OIL, INC.</b>               |                                       | \$5,806.84  |             |                                 |
| Paid Chk# 035685 | 8/7/2020                                    | <b>INTERCLEAN EQUIPMENT INC</b>       |             |             |                                 |
| E 100-533210-353 | MAINTENANCE PARTS                           |                                       | \$1,323.90  | 24270       | DPW-MAINTENANCE PARTS           |
|                  | <b>Total INTERCLEAN EQUIPMENT INC</b>       |                                       | \$1,323.90  |             |                                 |
| Paid Chk# 035686 | 8/7/2020                                    | <b>KOCH, SARAH</b>                    |             |             |                                 |
| R 100-467200     | PARK RENTAL FEES                            |                                       | \$70.00     | CK REQ      | PARKS-REFUND PARK RENTAL        |
|                  | <b>Total KOCH, SARAH</b>                    |                                       | \$70.00     |             |                                 |
| Paid Chk# 035687 | 8/7/2020                                    | <b>LAROSA LANDSCAPE COMPANY</b>       |             |             |                                 |
| E 100-522100-240 | REPAIR AND MAINTENANCE                      |                                       | \$524.16    | 0007115-IN  | PD-MAINTENANCE                  |
|                  | <b>Total LAROSA LANDSCAPE COMPANY</b>       |                                       | \$524.16    |             |                                 |
| Paid Chk# 035688 | 8/7/2020                                    | <b>MID-AMERICAN RESEARCH CHEMICAL</b> |             |             |                                 |
| E 100-518100-350 | OPERATING SUPPLIES                          |                                       | \$142.00    | 0706087-IN  | COMPLEX-OPERATING-COVID EXPENSE |
|                  | <b>Total MID-AMERICAN RESEARCH CHEMICAL</b> |                                       | \$142.00    |             |                                 |
| Paid Chk# 035689 | 8/7/2020                                    | <b>MONARCH LIBRARY SYSTEM</b>         |             |             |                                 |
| E 260-555110-319 | PUBLICATIONS AND SUBSCRI                    |                                       | \$42.50     | 415182      | LIBR-PUBLICATIONS               |
|                  | <b>Total MONARCH LIBRARY SYSTEM</b>         |                                       | \$42.50     |             |                                 |
| Paid Chk# 035690 | 8/7/2020                                    | <b>NAPA AUTO PARTS</b>                |             |             |                                 |
| E 100-533210-353 | MAINTENANCE PARTS                           |                                       | \$204.38    | 5269-080233 | DPW-MAINTENANCE PARTS           |
| E 100-533210-353 | MAINTENANCE PARTS                           |                                       | (\$69.31)   | 5269-082084 | DPW-MAINTENANCE PARTS           |
| E 100-533210-353 | MAINTENANCE PARTS                           |                                       | \$46.36     | 5269-082870 | DPW-MAINTENANCE PARTS           |

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

08/26/20 2:16 PM

Page 3

**AUGUST 2020**

|  |                         | <b>Check Amt</b>                     |              | <b>Invoice</b> | <b>Comment</b>                             |
|--|-------------------------|--------------------------------------|--------------|----------------|--|
| E 100-533210-353                           | MAINTENANCE PARTS       | \$33.25                              | 5269-083602  |                | DPW-MAINTENANCE PARTS                      |
| <b>Total NAPA AUTO PARTS</b>               |                         | \$214.68                             |              |                |  |
| Paid Chk# 035691                           | 8/7/2020                | <b>NASSCO, INC.</b>                  |              |                |  |
| E 260-555110-310                           | OFFICE SUPPLIES         | \$506.27                             | S2648639.001 |                | LIBR-OFFICE SUPPLIES                       |
| E 260-555110-310                           | OFFICE SUPPLIES         | \$17.49                              | S2648639.002 |                | LIBR-OFFICE SUPPLIES                       |
| <b>Total NASSCO, INC.</b>                  |                         | \$523.76                             |              |                |  |
| Paid Chk# 035692                           | 8/7/2020                | <b>OLSENS PIGGLY WIGGLY</b>          |              |                |  |
| E 100-522410-350                           | OPERATING SUPPLIES      | \$8.07                               | 39208        |                | EM-SUPPLIES                                |
| <b>Total OLSSENS PIGGLY WIGGLY</b>         |                         | \$8.07                               |              |                |  |
| Paid Chk# 035693                           | 8/7/2020                | <b>ONTECH SYSTEMS, INC</b>           |              |                |  |
| E 100-514700-210                           | PROFESSIONAL SERVICES   | \$486.00                             | 49927        |                | IT-QUARTERLY MAINT. & CC TERMINALS         |
| <b>Total ONTECH SYSTEMS, INC</b>           |                         | \$486.00                             |              |                |  |
| Paid Chk# 035694                           | 8/7/2020                | <b>OZAUKEE ACE HARDWARE</b>          |              |                |  |
| E 100-533210-353                           | MAINTENANCE PARTS       | \$14.02                              | 163985       |                | DPW-MAINTENANCE PARTS                      |
| <b>Total OZAUKEE ACE HARDWARE</b>          |                         | \$14.02                              |              |                |  |
| Paid Chk# 035695                           | 8/7/2020                | <b>OZAUKEE COUNTY CLERK OFCOURTS</b> |              |                |  |
| R 100-451101                               | COURT PENALTIES & COSTS | \$150.00                             | CK REQ       |                | PD-BOND JOSHUA N. FONDER CPD CASE 20-15253 |
| <b>Total OZAUKEE COUNTY CLERK OFCOURTS</b> |                         | \$150.00                             |              |                |  |
| Paid Chk# 035696                           | 8/7/2020                | <b>RNOW INC</b>                      |              |                |  |
| E 100-533210-353                           | MAINTENANCE PARTS       | \$120.75                             | 2020-58419   |                | DPW-MAINTENANCE PARTS                      |
| <b>Total RNOW INC</b>                      |                         | \$120.75                             |              |                |  |
| Paid Chk# 035697                           | 8/7/2020                | <b>RODEN ECHO VALLEY, LLC.</b>       |              |                |  |
| E 353-566710-452                           | TIF - GRADING           | \$7,050.00                           | CK REQ       |                | CROP LOSS ON HWY 60 BUSINESS PARK          |
| <b>Total RODEN ECHO VALLEY, LLC.</b>       |                         | \$7,050.00                           |              |                |  |
| Paid Chk# 035698                           | 8/7/2020                | <b>SAN-A-CARE, INC.</b>              |              |                |  |
| E 260-555110-350                           | OPERATING SUPPLIES      | \$911.17                             | 513535-1     |                | LIBR-OPERATING                             |
| <b>Total SAN-A-CARE, INC.</b>              |                         | \$911.17                             |              |                |  |
| Paid Chk# 035699                           | 8/7/2020                | <b>SHERWIN-WILLIAMS-MILWAUKEE</b>    |              |                |  |
| E 100-533311-240                           | REPAIR AND MAINTENANCE  | \$1,331.20                           | 71685        |                | DPW-STREET REPAIR & MAINTENANCE            |
| <b>Total SHERWIN-WILLIAMS-MILWAUKEE</b>    |                         | \$1,331.20                           |              |                |  |
| Paid Chk# 035700                           | 8/7/2020                | <b>TAPCO</b>                         |              |                |  |
| E 100-533311-363                           | SIGNS                   | \$1,726.50                           | I674711      |                | DPW-SIGNS                                  |
| E 100-533311-240                           | REPAIR AND MAINTENANCE  | \$445.60                             | I674719      |                | DPW-STREET REPAIR & MAINTENANCE            |
| <b>Total TAPCO</b>                         |                         | \$2,172.10                           |              |                |  |
| Paid Chk# 035701                           | 8/7/2020                | <b>TERRACON CONSULTANTS INC</b>      |              |                |  |
| E 353-566710-210                           | PROFESSIONAL SERVICES   | \$14,250.00                          | TD84950      |                | TIF #6 ENGINEERING                         |
| <b>Total TERRACON CONSULTANTS INC</b>      |                         | \$14,250.00                          |              |                |  |

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

08/26/20 2:16 PM

Page 4

AUGUST 2020

|                  |   | Check Amt   | Invoice                                 | Comment                         |
|------------------|---|-------------|---|---------------------------------|
| Paid Chk#        | 035702                                  | 8/7/2020    | <b>TIME WARNER CABLE-PO BOX 4639</b>    |                                 |
| E 100-522110-225 | TELEPHONE/COMMUNICATIO                  | \$434.00    | 4401                                    | PD-INTERNET                     |
| <b>Total</b>     | <b>TIME WARNER CABLE-PO BOX 4639</b>    | \$434.00    |   |                                 |
| Paid Chk#        | 035703                                  | 8/7/2020    | <b>TOOLEY WENDT, TRACY</b>              |                                 |
| R 220-467329     | SUMMER SOCCER                           | \$110.00    | CK REQ                                  | REC-REFUND FALL SOCCER          |
| <b>Total</b>     | <b>TOOLEY WENDT, TRACY</b>              | \$110.00    |   |                                 |
| Paid Chk#        | 035704                                  | 8/7/2020    | <b>UNIFIRST CORPORATION</b>             |                                 |
| E 601-573825-372 | SAFETY EQUIPMENT                        | \$78.35     | 096 1140431                             | CWRC-SAFETY                     |
| E 601-573830-342 | JANITORIAL SUPPLIES                     | \$67.54     | 096 1140438                             | CWRC-JANITORIAL SUPPLIES        |
| <b>Total</b>     | <b>UNIFIRST CORPORATION</b>             | \$145.89    |   |                                 |
| Paid Chk#        | 035705                                  | 8/7/2020    | <b>USA BLUEBOOK</b>                     |                                 |
| E 601-573840-340 | MAINTENANCE SUPPLIES                    | \$425.72    | 301428                                  | CWRC-MAINTENANCE SUPPLIES       |
| <b>Total</b>     | <b>USA BLUEBOOK</b>                     | \$425.72    |   |                                 |
| Paid Chk#        | 035706                                  | 8/7/2020    | <b>WALDSCHMIDTS TOWN &amp; COUNTRY</b>  |                                 |
| E 100-533440-240 | REPAIR AND MAINTENANCE                  | \$359.65    | 725180                                  | DPW-STORM REPAIR & MAINTENANCE  |
| <b>Total</b>     | <b>WALDSCHMIDTS TOWN &amp; COUNTRY</b>  | \$359.65    |   |                                 |
| Paid Chk#        | 035707                                  | 8/7/2020    | <b>WHITE RICE ADVERTISING &amp; PR,</b> |                                 |
| G 100-264000     | Branding Initiative                     | \$360.00    | 8344                                    | BRANDING                        |
| <b>Total</b>     | <b>WHITE RICE ADVERTISING &amp; PR,</b> | \$360.00    |   |                                 |
| Paid Chk#        | 035708                                  | 8/7/2020    | <b>ZUERN BUILDING PRODUCTS</b>          |                                 |
| E 100-533311-240 | REPAIR AND MAINTENANCE                  | \$18.42     | 243516                                  | DPW-STREET REPAIR & MAINTENANCE |
| <b>Total</b>     | <b>ZUERN BUILDING PRODUCTS</b>          | \$18.42     |   |                                 |
| Paid Chk#        | 035709                                  | 8/14/2020   | <b>A LYNEIS ELECTRIC LLC</b>            |                                 |
| E 100-555510-240 | REPAIR AND MAINTENANCE                  | \$849.78    | 5891                                    | PARKS-REPAIR & MAINTENANCE      |
| <b>Total</b>     | <b>A LYNEIS ELECTRIC LLC</b>            | \$849.78    |   |                                 |
| Paid Chk#        | 035710                                  | 8/14/2020   | <b>ALLCOX, JENNY</b>                    |                                 |
| R 220-467310     | SUMMER/WINTER REC FEES                  | \$88.00     | CK REQ                                  | REC-REFUND PLAYGROUND CAMP      |
| <b>Total</b>     | <b>ALLCOX, JENNY</b>                    | \$88.00     |   |                                 |
| Paid Chk#        | 035711                                  | 8/14/2020   | <b>ALLISON, EVAN</b>                    |                                 |
| R 220-467329     | SUMMER SOCCER                           | \$55.00     | CK REQ                                  | REC-REFUND FALL SOCCER          |
| <b>Total</b>     | <b>ALLISON, EVAN</b>                    | \$55.00     |   |                                 |
| Paid Chk#        | 035712                                  | 8/14/2020   | <b>APPLIED INDUSTRIAL TECHNOLOGIE</b>   |                                 |
| E 601-573840-340 | MAINTENANCE SUPPLIES                    | \$127.00    | 7019397827                              | CWRC-OPERATING                  |
| <b>Total</b>     | <b>APPLIED INDUSTRIAL TECHNOLOGIE</b>   | \$127.00    |   |                                 |
| Paid Chk#        | 035713                                  | 8/14/2020   | <b>AQUA-AEROBIC SYSTEMS, INC.</b>       |                                 |
| G 601-185334     | SECONDARY TREATMENT EQUIP               | \$14,000.00 | 1023970                                 | CWRC-EQUIPMENT-PILOT MD4        |
| <b>Total</b>     | <b>AQUA-AEROBIC SYSTEMS, INC.</b>       | \$14,000.00 |   |                                 |



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

08/26/20 2:16 PM

Page 5

AUGUST 2020

|           |                  |   | Check Amt                               | Invoice    | Comment                          |
|-----------|------------------|---|---|------------|----------------------------------|
| Paid Chk# | 035714           | 8/14/2020                               | <b>ASCENSION OCCUPATIONAL HEALTH</b>    |            |                                  |
|           | E 100-522130-210 | PROFESSIONAL SERVICES                   | \$304.00                                | 158926     | PD-DRUG TESTING                  |
|           | <b>total</b>     | <b>ASCENSION OCCUPATIONAL HEALTH</b>    | \$304.00                                |            |                                  |
| Paid Chk# | 035715           | 8/14/2020                               | <b>ASSESSMENT TECHNOLOGIES OF WI</b>    |            |                                  |
|           | E 100-515400-312 | COMPUTER/COPIER SUPPLIE                 | \$17.50                                 | 9023       | ASSESSOR-COMPUTER/COPIER         |
|           | <b>Total</b>     | <b>ASSESSMENT TECHNOLOGIES OF WI</b>    | \$17.50                                 |            |                                  |
| Paid Chk# | 035716           | 8/14/2020                               | <b>BADGER STATE WASTE, LLC</b>          |            |                                  |
|           | E 601-573825-294 | SLUDGE HAULING                          | \$26,684.00                             | 2752       | CWRC-SLUDGE HAULING JULY 2020    |
|           | <b>Total</b>     | <b>BADGER STATE WASTE, LLC</b>          | \$26,684.00                             |            |                                  |
| Paid Chk# | 035717           | 8/14/2020                               | <b>BAKER &amp; TAYLOR AUDIOBOOK PRE</b> |            |                                  |
|           | E 260-555110-319 | PUBLICATIONS AND SUBSCRI                | \$50.31                                 | 2035326593 | LIBR-PUBLICATIONS                |
|           | <b>Total</b>     | <b>BAKER &amp; TAYLOR AUDIOBOOK PRE</b> | \$50.31                                 |            |                                  |
| Paid Chk# | 035718           | 8/14/2020                               | <b>BAKER &amp; TAYLOR AV VIDMASS</b>    |            |                                  |
|           | E 260-555110-319 | PUBLICATIONS AND SUBSCRI                | \$25.13                                 | H48364710  | LIBR-PUBLICATIONS                |
|           | <b>Total</b>     | <b>BAKER &amp; TAYLOR AV VIDMASS</b>    | \$25.13                                 |            |                                  |
| Paid Chk# | 035719           | 8/14/2020                               | <b>BATZKO, NATALIE</b>                  |            |                                  |
|           | E 220-555390-394 | POMS EXPENSES                           | \$60.00                                 | 1001       | REC-POMS EXPENSE                 |
|           | <b>Total</b>     | <b>BATZKO, NATALIE</b>                  | \$60.00                                 |            |                                  |
| Paid Chk# | 035720           | 8/14/2020                               | <b>BEYER S HARDWARE STORE</b>           |            |                                  |
|           | E 100-555510-240 | REPAIR AND MAINTENANCE                  | \$12.57                                 | 158253     | PARKS-REPAIR & MAINTENANCE       |
|           | E 100-533311-240 | REPAIR AND MAINTENANCE                  | \$19.79                                 | 158518     | DPW-REPAIR & MAINTENANCE         |
|           | E 100-533210-353 | MAINTENANCE PARTS                       | \$18.19                                 | 158611     | DPW-MAINTENANCE PARTS            |
|           | E 100-533210-353 | MAINTENANCE PARTS                       | \$0.62                                  | 158762     | DPW-MAINTENANCE PARTS            |
|           | E 100-533210-350 | OPERATING SUPPLIES                      | \$35.94                                 | 158779     | DPW-OPERATING                    |
|           | E 100-518100-240 | REPAIR AND MAINTENANCE                  | \$35.08                                 | 158790     | COMPLEX-REPAIR & MAINTENANCE     |
|           | E 100-533440-240 | REPAIR AND MAINTENANCE                  | \$28.33                                 | 158794     | DPW-STORM REPAIR & MAINTENANCE   |
|           | E 100-518100-240 | REPAIR AND MAINTENANCE                  | \$5.84                                  | 158854     | COMPLEX-REPAIR & MAINTENANCE     |
|           | E 601-573840-340 | MAINTENANCE SUPPLIES                    | \$5.72                                  | 158898     | CWRC-MAINTENANCE SUPPLIES        |
|           | E 100-518100-240 | REPAIR AND MAINTENANCE                  | \$13.93                                 | 158934     | COMPLEX-REPAIR & MAINTENANCE     |
|           | E 100-522410-240 | REPAIR AND MAINTENANCE                  | \$12.21                                 | 158942     | EM-REPAIR & MAINTENANCE          |
|           | E 100-522110-240 | REPAIR AND MAINTENANCE                  | \$1.88                                  | 158944     | PD-REPAIR & MAINTENANCE          |
|           | E 100-533210-350 | OPERATING SUPPLIES                      | \$13.49                                 | 158957     | DPW-OPERATING                    |
|           | E 100-533440-240 | REPAIR AND MAINTENANCE                  | \$32.37                                 | 158967     | DPW-STORM REPAIR & MAINTENANCE   |
|           | E 100-518100-240 | REPAIR AND MAINTENANCE                  | \$29.37                                 | 158988     | COMPLEX-REPAIR & MAINTENANCE     |
|           | E 100-533210-350 | OPERATING SUPPLIES                      | \$49.48                                 | 159067     | DPW-OPERATING                    |
|           | <b>Total</b>     | <b>BEYER S HARDWARE STORE</b>           | \$314.81                                |            |                                  |
| Paid Chk# | 035721           | 8/14/2020                               | <b>BOLD TECHNOLOGIES</b>                |            |                                  |
|           | E 100-522110-240 | REPAIR AND MAINTENANCE                  | \$700.21                                | 24060      | PD-MANITOU SUPPORT SEPT-NOV 2020 |
|           | <b>Total</b>     | <b>BOLD TECHNOLOGIES</b>                | \$700.21                                |            |                                  |
| Paid Chk# | 035722           | 8/14/2020                               | <b>BOND TRUST SERVICES</b>              |            |                                  |
|           | E 350-566710-620 | DEBT SERVICE - INTEREST                 | \$60,010.00                             | 58881      | INTEREST ON 2018 DEBT            |

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

08/26/20 2:16 PM

Page 6

AUGUST 2020

|   |                  |                          | Check Amt                               | Invoice     | Comment                               |
|---|------------------|--------------------------|---|-------------|---------------------------------------|
| <b>Total BOND TRUST SERVICES</b>              |                  |                          | \$60,010.00                             |             |                                       |
| Paid Chk#                                     | 035723           | 8/14/2020                | <b>BRUMWELL, JONATHAN</b>               |             |                                       |
|   | R 100-441124     | OPERATOR LICENSES        | \$15.00                                 | CK REQ      | REFUND PROVISIONAL LICENSE NOT ISSUED |
| <b>Total BRUMWELL, JONATHAN</b>               |                  |                          | \$15.00                                 |             |                                       |
| Paid Chk#                                     | 035724           | 8/14/2020                | <b>BUBLITZ CREATIVE</b>                 |             |                                       |
|   | E 260-555110-382 | LIBRARY TECHNOLOGY       | \$110.00                                | 4274        | LIBR-TECH                             |
| <b>Total BUBLITZ CREATIVE</b>                 |                  |                          | \$110.00                                |             |                                       |
| Paid Chk#                                     | 035725           | 8/14/2020                | <b>CHAMBER OF COMMERCE-CAP EXPEND</b>   |             |                                       |
|   | E 210-566700-721 | CHAMBER TOURISM & DEVEL  | \$1,246.10                              | CK REQ      | CHAMBER TOURISM                       |
| <b>Total CHAMBER OF COMMERCE-CAP EXPEND</b>   |                  |                          | \$1,246.10                              |             |                                       |
| Paid Chk#                                     | 035726           | 8/14/2020                | <b>CHAMBER OF COMMERCE-GEN VISITO</b>   |             |                                       |
|   | E 210-566700-721 | CHAMBER TOURISM & DEVEL  | \$3,738.29                              | CK REQ      | CHAMBER TOURISM                       |
| <b>Total CHAMBER OF COMMERCE-GEN VISITO</b>   |                  |                          | \$3,738.29                              |             |                                       |
| Paid Chk#                                     | 035727           | 8/14/2020                | <b>CONCORD GROUP</b>                    |             |                                       |
|   | E 351-566710-210 | PROFESSIONAL SERVICES    | \$1,365.00                              | 2020E953/01 | TID #5 AUDIT-JUNE 2020                |
| <b>Total CONCORD GROUP</b>                    |                  |                          | \$1,365.00                              |             |                                       |
| Paid Chk#                                     | 035728           | 8/14/2020                | <b>COSTCO MEMBERSHIP</b>                |             |                                       |
|   | E 220-555390-347 | SUPPLIES AND EXPENSES    | \$69.00                                 | 5885        | REC-MEMBERSHIP RENEWAL                |
|   | E 100-533210-350 | OPERATING SUPPLIES       | \$60.00                                 | 5885        | PARKS-MEMBERSHIP RENEWAL              |
|   | E 601-573850-320 | PROF PUBLICATIONS AND DU | \$60.00                                 | 5885        | CWRC-MEMBERSHIP RENEWAL               |
| <b>Total COSTCO MEMBERSHIP</b>                |                  |                          | \$189.00                                |             |                                       |
| Paid Chk#                                     | 035729           | 8/14/2020                | <b>CUMMINS SALES &amp; SERVICE</b>      |             |                                       |
|   | E 100-522100-240 | REPAIR AND MAINTENANCE   | \$621.47                                | F6-68405    | PD-MAINTENANCE                        |
| <b>Total CUMMINS SALES &amp; SERVICE</b>      |                  |                          | \$621.47                                |             |                                       |
| Paid Chk#                                     | 035730           | 8/14/2020                | <b>DECKS UNLIMITED, INC.</b>            |             |                                       |
|   | R 100-443500     | BUILDING PERMITS         | \$50.00                                 | CK REQ      | REFUND BUILDING PERMIT                |
| <b>Total DECKS UNLIMITED, INC.</b>            |                  |                          | \$50.00                                 |             |                                       |
| Paid Chk#                                     | 035731           | 8/14/2020                | <b>DUKE S ROOT CONTROL, INC.</b>        |             |                                       |
|   | E 601-573835-360 | MANHOLE ADJUSTMENT       | \$3,955.20                              | 17728       | CWRC-MANHOLE ADJUSTMENT               |
| <b>Total DUKE S ROOT CONTROL, INC.</b>        |                  |                          | \$3,955.20                              |             |                                       |
| Paid Chk#                                     | 035732           | 8/14/2020                | <b>E. &amp; B. SCALE SERVICES, INC.</b> |             |                                       |
|   | E 601-573825-370 | LAB SUPPLIES             | \$110.00                                | 6689        | CWRC-LAB SUPPLIES                     |
| <b>Total E. &amp; B. SCALE SERVICES, INC.</b> |                  |                          | \$110.00                                |             |                                       |
| Paid Chk#                                     | 035733           | 8/14/2020                | <b>E.L.S. LANDSCAPING &amp; LAWN</b>    |             |                                       |
|   | E 260-555110-290 | MAINT/CONTRACTED SERVIC  | \$496.00                                | 16158       | LIBR-MAINTENANCE                      |
| <b>Total E.L.S. LANDSCAPING &amp; LAWN</b>    |                  |                          | \$496.00                                |             |                                       |
| Paid Chk#                                     | 035734           | 8/14/2020                | <b>EDUCATIONAL DEVELOPMENT CORPOR</b>   |             |                                       |

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

08/26/20 2:16 PM

Page 7

**AUGUST 2020**

|  |   |                                     | Check Amt   | Invoice    | Comment                      |
|--|---|-------------------------------------|-------------|------------|------------------------------|
| E 260-555110-319                         | PUBLICATIONS AND SUBSCRI                  |                                     | \$251.81    | DIR6474624 | LIBR-PUBLICATIONS            |
| <b>II EDUCATIONAL DEVELOPMENT CORPOR</b> |   |                                     | \$251.81    |            |                              |
| Paid Chk# 035735                         | 8/14/2020                                 | <b>EMR, LLC</b>                     |             |            |                              |
| E 100-533210-353                         | MAINTENANCE PARTS                         |                                     | \$66.50     | 11299      | DPW-MAINTENANCE PARTS        |
|  | <b>Total EMR, LLC</b>                     |                                     | \$66.50     |            |                              |
| Paid Chk# 035736                         | 8/14/2020                                 | <b>FIRST ADVANTAGE</b>              |             |            |                              |
| E 100-533311-210                         | PROFESSIONAL SERVICES                     |                                     | \$39.95     | 2506302007 | DPW-DRUG TESTING             |
| G 100-156200                             | DUE FROM LIGHT & WATER                    |                                     | \$39.95     | 2506302007 | L&W-DRUG TESTING             |
|  | <b>Total FIRST ADVANTAGE</b>              |                                     | \$79.90     |            |                              |
| Paid Chk# 035737                         | 8/14/2020                                 | <b>FISCHER BROS LLC</b>             |             |            |                              |
| E 400-555320-865                         | SWIMMING POOL                             |                                     | \$12,545.00 | 1955-229   | POOL-CAP IMPROVEMENT         |
|  | <b>Total FISCHER BROS LLC</b>             |                                     | \$12,545.00 |            |                              |
| Paid Chk# 035738                         | 8/14/2020                                 | <b>FIVE CORNERS DODGE</b>           |             |            |                              |
| E 100-522120-240                         | REPAIR AND MAINTENANCE                    |                                     | \$97.83     | 68049      | PD-MAINTENANCE 2016 FORD B&W |
|  | <b>Total FIVE CORNERS DODGE</b>           |                                     | \$97.83     |            |                              |
| Paid Chk# 035739                         | 8/14/2020                                 | <b>GAUTHIER, MORGAN</b>             |             |            |                              |
| E 220-555390-394                         | POMS EXPENSES                             |                                     | \$75.00     | 1000       | REC-POMS EXPENSE             |
|  | <b>Total GAUTHIER, MORGAN</b>             |                                     | \$75.00     |            |                              |
| Paid Chk# 035740                         | 8/14/2020                                 | <b>GENERAL COMMUNICATIONS, INC.</b> |             |            |                              |
| E 100-522410-380                         | EQUIPMENT/CAPITAL OUTLA                   |                                     | \$300.00    | 284634     | EM-MAINTENANCE VEHICLE #3    |
|  | <b>Total GENERAL COMMUNICATIONS, INC.</b> |                                     | \$300.00    |            |                              |
| Paid Chk# 035741                         | 8/14/2020                                 | <b>GONYO, HEATHER</b>               |             |            |                              |
| R 220-467310                             | SUMMER/WINTER REC FEES                    |                                     | \$60.00     | CK REQ     | REC-REFUND PLAYGROUND CAMP   |
|  | <b>Total GONYO, HEATHER</b>               |                                     | \$60.00     |            |                              |
| Paid Chk# 035742                         | 8/14/2020                                 | <b>GRAINGER</b>                     |             |            |                              |
| E 100-518100-350                         | OPERATING SUPPLIES                        |                                     | \$143.01    | 9617935888 | COMPLEX-OPERATING            |
|  | <b>Total GRAINGER</b>                     |                                     | \$143.01    |            |                              |
| Paid Chk# 035743                         | 8/14/2020                                 | <b>HOUSEMAN &amp; FEIND, LLP</b>    |             |            |                              |
| E 100-522110-212                         | ATTORNEY/CONSULTANT                       |                                     | \$1,496.50  | 55619      | PD-LEGAL                     |
| E 100-516100-211                         | EXTRAORDINARY SERVICES                    |                                     | \$3,570.00  | 55622      | CH-EXTRAORDINARY SERVICES    |
| E 400-533750-841                         | PROCHNOW                                  |                                     | \$260.00    | 55622      | PROCHNOW                     |
| E 353-566710-212                         | ATTORNEY/CONSULTANT                       |                                     | \$1,135.00  | 55622      | BUSINESS PARK                |
| E 353-566710-212                         | ATTORNEY/CONSULTANT                       |                                     | \$260.00    | 55622      | SFB                          |
|  | <b>Total HOUSEMAN &amp; FEIND, LLP</b>    |                                     | \$6,721.50  |            |                              |
| Paid Chk# 035744                         | 8/14/2020                                 | <b>JOHN M. ELLSWORTH CO.,INC.</b>   |             |            |                              |
| E 601-573840-340                         | MAINTENANCE SUPPLIES                      |                                     | \$56.12     | 0718107-IN | CWRC-MAINTENANCE SUPPLIES    |
|  | <b>Total JOHN M. ELLSWORTH CO.,INC.</b>   |                                     | \$56.12     |            |                              |
| Paid Chk# 035745                         | 8/14/2020                                 | <b>JOHNSON CONTROLS FIRE PROT</b>   |             |            |                              |

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

08/26/20 2:16 PM  
Page 8

**AUGUST 2020**

|                  |                                   |                           | Check Amt  | Invoice  | Comment                              |
|------------------|-----------------------------------|---------------------------|------------|----------|--------------------------------------|
| E 100-522100-240 | REPAIR AND MAINTENANCE            |                           | \$8,700.00 | 86938820 | PD-DRY SPRINKLER REPAIR              |
| <b>Total</b>     | <b>JOHNSON CONTROLS FIRE PROT</b> |                           | \$8,700.00 |          |                                      |
| Paid Chk# 035746 | 8/14/2020                         | <b>JOSEPH JACOBS</b>      |            |          |                                      |
| E 100-522310-210 | PROFESSIONAL SERVICES             |                           | \$465.00   | 20-015   | BI-ELECTRICAL INSPECTIONS8/4-8/11/20 |
| <b>Total</b>     | <b>JOSEPH JACOBS</b>              |                           | \$465.00   |          |                                      |
| Paid Chk# 035747 | 8/14/2020                         | <b>KANOPY, INC.</b>       |            |          |                                      |
| E 260-555110-319 | PUBLICATIONS AND SUBSCRI          |                           | \$300.00   | 152036   | LIBR-PUBLICATIONS                    |
| E 260-555110-319 | PUBLICATIONS AND SUBSCRI          |                           | \$218.00   | 155046   | LIBR-PUBLICATIONS                    |
| E 260-555110-319 | PUBLICATIONS AND SUBSCRI          |                           | \$255.00   | 162438   | LIBR-PUBLICATIONS                    |
| E 260-555110-319 | PUBLICATIONS AND SUBSCRI          |                           | \$265.00   | 172642   | LIBR-PUBLICATIONS                    |
| E 260-555110-319 | PUBLICATIONS AND SUBSCRI          |                           | \$326.00   | 176126   | LIBR-PUBLICATIONS                    |
| E 260-555110-319 | PUBLICATIONS AND SUBSCRI          |                           | \$357.00   | 178525   | LIBR-PUBLICATIONS                    |
| E 260-555110-319 | PUBLICATIONS AND SUBSCRI          |                           | \$362.00   | 182608   | LIBR-PUBLICATIONS                    |
| E 260-555110-319 | PUBLICATIONS AND SUBSCRI          |                           | \$378.00   | 192058   | LIBR-PUBLICATIONS                    |
| E 260-555110-319 | PUBLICATIONS AND SUBSCRI          |                           | \$369.00   | 199955   | LIBR-PUBLICATIONS                    |
| E 260-555110-319 | PUBLICATIONS AND SUBSCRI          |                           | \$535.00   | 207161   | LIBR-PUBLICATIONS                    |
| <b>Total</b>     | <b>KANOPY, INC.</b>               |                           | \$3,365.00 |          |                                      |
| Paid Chk# 035748 | 8/14/2020                         | <b>KLINKA, GARY</b>       |            |          |                                      |
| E 100-522310-330 | TRAVEL & TRAINING                 |                           | \$25.00    | CK REQ   | BI-TRAVEL & TRAINING                 |
| <b>Total</b>     | <b>KLINKA, GARY</b>               |                           | \$25.00    |          |                                      |
| Paid Chk# 035749 | 8/14/2020                         | <b>KOOPMANN, DOREEN</b>   |            |          |                                      |
| E 100-555140-390 | OTHER EXPENSES                    |                           | \$50.00    | CK REQ   | SRCTR-REFUND MAYFLOWER               |
| <b>Total</b>     | <b>KOOPMANN, DOREEN</b>           |                           | \$50.00    |          |                                      |
| Paid Chk# 035750 | 8/14/2020                         | <b>LANEY, LESLIE</b>      |            |          |                                      |
| R 220-467310     | SUMMER/WINTER REC FEES            |                           | \$416.00   | CK REQ   | REC-REFUND PLAYGROUND CAMP           |
| <b>Total</b>     | <b>LANEY, LESLIE</b>              |                           | \$416.00   |          |                                      |
| Paid Chk# 035751 | 8/14/2020                         | <b>LARSON, KRISTY</b>     |            |          |                                      |
| R 220-467310     | SUMMER/WINTER REC FEES            |                           | \$88.00    | CK REQ   | REC-REFUND PLAYGROUND CAMP           |
| <b>Total</b>     | <b>LARSON, KRISTY</b>             |                           | \$88.00    |          |                                      |
| Paid Chk# 035752 | 8/14/2020                         | <b>LEFFLER, COREEN</b>    |            |          |                                      |
| R 220-467310     | SUMMER/WINTER REC FEES            |                           | \$240.00   | CK REQ   | REC-REFUND PLAYGROUND CAMP           |
| <b>Total</b>     | <b>LEFFLER, COREEN</b>            |                           | \$240.00   |          |                                      |
| Paid Chk# 035753 | 8/14/2020                         | <b>LILLY, SHANNON</b>     |            |          |                                      |
| R 220-467310     | SUMMER/WINTER REC FEES            |                           | \$240.00   | CK REQ   | REC-REFUND PLAYGROUND CAMP           |
| <b>Total</b>     | <b>LILLY, SHANNON</b>             |                           | \$240.00   |          |                                      |
| Paid Chk# 035754 | 8/14/2020                         | <b>MADER, HEATHER</b>     |            |          |                                      |
| R 220-467310     | SUMMER/WINTER REC FEES            |                           | \$120.00   | CK REQ   | REC-REFUND PLAYGROUND CAMP           |
| <b>Total</b>     | <b>MADER, HEATHER</b>             |                           | \$120.00   |          |                                      |
| Paid Chk# 035755 | 8/14/2020                         | <b>MASARIK, CHRISTINE</b> |            |          |                                      |

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

08/26/20 2:16 PM

Page 9

**AUGUST 2020**

|                  |   |                                       | Check Amt   | Invoice  | Comment                              |
|------------------|---|---------------------------------------|-------------|----------|--------------------------------------|
| R 220-467310     | SUMMER/WINTER REC FEES                      |                                       | \$120.00    | CK REQ   | REC-REFUND PLAYGROUND CAMP           |
|                  | <b>Total MASARIK, CHRISTINE</b>             |                                       | \$120.00    |          |                                      |
| Paid Chk# 035756 | 8/14/2020                                   | <b>MASTER PRINTWEAR</b>               |             |          |                                      |
| E 220-555390-347 | SUPPLIES AND EXPENSES                       |                                       | \$994.75    | 8353     | REC-SUPPLIES & EXPENSES              |
|                  | <b>Total MASTER PRINTWEAR</b>               |                                       | \$994.75    |          |                                      |
| Paid Chk# 035757 | 8/14/2020                                   | <b>MATHESON TRI-GAS</b>               |             |          |                                      |
| E 100-533210-350 | OPERATING SUPPLIES                          |                                       | \$33.42     | 51677129 | DPW-TANK RENTAL JULY 2020            |
|                  | <b>Total MATHESON TRI-GAS</b>               |                                       | \$33.42     |          |                                      |
| Paid Chk# 035758 | 8/14/2020                                   | <b>MOEGENBURG, KATIE</b>              |             |          |                                      |
| R 220-467310     | SUMMER/WINTER REC FEES                      |                                       | \$120.00    | CK REQ   | REC-REFUND PLAYGROUND CAMP           |
|                  | <b>Total MOEGENBURG, KATIE</b>              |                                       | \$120.00    |          |                                      |
| Paid Chk# 035759 | 8/14/2020                                   | <b>NAPA AUTO PARTS</b>                |             |          |                                      |
| E 100-533210-353 | MAINTENANCE PARTS                           | (\$223.24)                            | 022993      |          | DPW-MAINTENANCE PARTS                |
| E 100-533210-353 | MAINTENANCE PARTS                           | \$7.40                                | 5269-010811 |          | DPW-MAINTENANCE PARTS                |
| E 100-533210-353 | MAINTENANCE PARTS                           | \$40.92                               | 5269-023465 |          | DPW-MAINTENANCE PARTS                |
| E 100-533210-353 | MAINTENANCE PARTS                           | \$4.18                                | 5269-032469 |          | DPW-MAINTENANCE PARTS                |
| E 100-533210-353 | MAINTENANCE PARTS                           | \$79.90                               | 5269-033193 |          | DPW-MAINTENANCE PARTS                |
| E 100-533210-353 | MAINTENANCE PARTS                           | \$34.78                               | 5269-046747 |          | DPW-MAINTENANCE PARTS                |
| E 100-533210-353 | MAINTENANCE PARTS                           | \$473.33                              | 5269-048744 |          | DPW-MAINTENANCE PARTS                |
| E 100-533210-353 | MAINTENANCE PARTS                           | \$4.18                                | 5269-056265 |          | DPW-MAINTENANCE PARTS                |
| E 100-518100-240 | REPAIR AND MAINTENANCE                      | \$21.99                               | 5269-061674 |          | DPW-MAINTENANCE PARTS                |
| E 100-533210-353 | MAINTENANCE PARTS                           | \$13.24                               | 5269-084097 |          | DPW-MAINTENANCE PARTS                |
| E 100-533210-353 | MAINTENANCE PARTS                           | \$59.30                               | 5269-084759 |          | DPW-MAINTENANCE PARTS                |
|                  | <b>Total NAPA AUTO PARTS</b>                | \$515.98                              |             |          |                                      |
| Paid Chk# 035760 | 8/14/2020                                   | <b>OFFICE DEPOT</b>                   |             |          |                                      |
| E 100-513200-310 | OFFICE SUPPLIES                             | \$39.98                               | 11164107001 |          | ADMIN-OFFICE SUPPLIES-COVID EXPENSE  |
| E 100-515600-310 | OFFICE SUPPLIES                             | \$10.95                               | 11164107001 |          | ADMIN-OFFICE SUPPLIES                |
|                  | <b>Total OFFICE DEPOT</b>                   | \$50.93                               |             |          |                                      |
| Paid Chk# 035761 | 8/14/2020                                   | <b>OLIVER FIONTAR LLC</b>             |             |          |                                      |
| E 350-566710-227 | DEVELOPERS INCENTIVE                        | \$24,723.75                           | 609         |          | TIF #4 - DRAW #41                    |
| E 350-566710-227 | DEVELOPERS INCENTIVE                        | \$6,929.97                            | 609         |          | TIF #4 - DRAW #41                    |
|                  | <b>Total OLIVER FIONTAR LLC</b>             | \$31,653.72                           |             |          |                                      |
| Paid Chk# 035762 | 8/14/2020                                   | <b>OLYMPUS GROUP</b>                  |             |          |                                      |
| E 100-533311-363 | SIGNS                                       | \$568.58                              | 649294      |          | DPW-SIGNS                            |
|                  | <b>Total OLYMPUS GROUP</b>                  | \$568.58                              |             |          |                                      |
| Paid Chk# 035763 | 8/14/2020                                   | <b>OZAUKEE COUNTY CLERK OF COURTS</b> |             |          |                                      |
| R 100-451101     | COURT PENALTIES & COSTS                     | \$500.00                              | CK REQ      |          | BOND STEVEN D. EASTMAN CPD #20-15296 |
|                  | <b>Total OZAUKEE COUNTY CLERK OF COURTS</b> | \$500.00                              |             |          |                                      |
| Paid Chk# 035764 | 8/14/2020                                   | <b>OZAUKEE DISPOSAL CORPORATION</b>   |             |          |                                      |
| E 601-573830-297 | REFUSE COLLECTION                           | \$1,525.00                            | IN60078     |          | CWRC-DUMPSTER PICKUP JULY 2020       |



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

08/26/20 2:16 PM  
Page 10

AUGUST 2020

|   |                         | Check Amt                             | Invoice    | Comment                         |
|---|-------------------------|---------------------------------------|------------|---------------------------------|
| <b>Total OZAUKEE DISPOSAL CORPORATION</b>   |                         | \$1,525.00                            |            |                                 |
| Paid Chk#                                   | 035765 8/14/2020        | <b>PACE ANALYTICAL SERVICES, INC.</b> |            |                                 |
| E 601-573825-370                            | LAB SUPPLIES            | \$35.00                               | 2040087844 | CWRC-LAB SUPPLIES               |
| <b>Total PACE ANALYTICAL SERVICES, INC.</b> |                         | \$35.00                               |            |                                 |
| Paid Chk#                                   | 035766 8/14/2020        | <b>PANAGIS, DORI</b>                  |            |                                 |
| R 100-467200                                | PARK RENTAL FEES        | \$150.00                              | CK REQ     | PARKS-REFUND PARK RENTAL        |
| <b>Total PANAGIS, DORI</b>                  |                         | \$150.00                              |            |                                 |
| Paid Chk#                                   | 035767 8/14/2020        | <b>REINDERS, INC.</b>                 |            |                                 |
| E 100-533210-353                            | MAINTENANCE PARTS       | \$313.19                              | 1843583-00 | DPW-MAINTENANCE PARTS           |
| <b>Total REINDERS, INC.</b>                 |                         | \$313.19                              |            |                                 |
| Paid Chk#                                   | 035768 8/14/2020        | <b>RESPONDER SERVICES LLC</b>         |            |                                 |
| E 100-522120-380                            | EQUIPMENT/CAPITAL OUTLA | \$301.65                              | 20235      | PD-AED ELECTRODES               |
| <b>Total RESPONDER SERVICES LLC</b>         |                         | \$301.65                              |            |                                 |
| Paid Chk#                                   | 035769 8/14/2020        | <b>RICOH USA, INC</b>                 |            |                                 |
| E 100-522110-240                            | REPAIR AND MAINTENANCE  | \$176.13                              | 5060115907 | PD-COPIERS                      |
| <b>Total RICOH USA, INC</b>                 |                         | \$176.13                              |            |                                 |
| Paid Chk#                                   | 035770 8/14/2020        | <b>RIVER RUN COMPUTERS</b>            |            |                                 |
| E 100-522110-240                            | REPAIR AND MAINTENANCE  | \$394.62                              | 102772     | PD-REPAIR & MAINTENANCE         |
| <b>Total RIVER RUN COMPUTERS</b>            |                         | \$394.62                              |            |                                 |
| Paid Chk#                                   | 035771 8/14/2020        | <b>RNR WATER LLC</b>                  |            |                                 |
| E 350-566710-210                            | PROFESSIONAL SERVICES   | \$250.00                              | 5          | PROFESSIONAL SERVICES TID#4     |
| <b>Total RNR WATER LLC</b>                  |                         | \$250.00                              |            |                                 |
| Paid Chk#                                   | 035772 8/14/2020        | <b>SCHNEIDER, LAURA</b>               |            |                                 |
| R 220-467310                                | SUMMER/WINTER REC FEES  | \$480.00                              | CK REQ     | REC-REFUND PLAYGROUND CAMP      |
| <b>Total SCHNEIDER, LAURA</b>               |                         | \$480.00                              |            |                                 |
| Paid Chk#                                   | 035773 8/14/2020        | <b>SHARP ELECTRONICS CORPORATION</b>  |            |                                 |
| E 100-514700-385                            | EQUIPMENT OUTLAY        | \$653.67                              | SH397002   | TECH-COPIERS AUG 2020           |
| <b>Total SHARP ELECTRONICS CORPORATION</b>  |                         | \$653.67                              |            |                                 |
| Paid Chk#                                   | 035774 8/14/2020        | <b>SHERWIN INDUSTRIES, INC.</b>       |            |                                 |
| E 100-533311-240                            | REPAIR AND MAINTENANCE  | \$186.45                              | SC045308   | DPW-STREET REPAIR & MAINTENANCE |
| <b>Total SHERWIN INDUSTRIES, INC.</b>       |                         | \$186.45                              |            |                                 |
| Paid Chk#                                   | 035775 8/14/2020        | <b>SOUTHSIDE TIRE CO., INC.</b>       |            |                                 |
| E 100-533210-353                            | MAINTENANCE PARTS       | \$260.95                              | 853025     | DPW-MAINTENANCE PART            |
| <b>Total SOUTHSIDE TIRE CO., INC.</b>       |                         | \$260.95                              |            |                                 |
| Paid Chk#                                   | 035776 8/14/2020        | <b>SUPERIOR CHEMICAL CORP.</b>        |            |                                 |
| E 100-533210-350                            | OPERATING SUPPLIES      | \$152.70                              | 273275     | DPW-OPERATING                   |
| E 100-555510-240                            | REPAIR AND MAINTENANCE  | \$523.54                              | 273275     | PARKS-REPAIR & MAINTENANCE      |

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

08/26/20 2:16 PM

Page 11

AUGUST 2020

|  |                          |  | Check Amt  | Invoice      | Comment                       |
|--|--------------------------|--|------------|--------------|-------------------------------|
| <b>Total SUPERIOR CHEMICAL CORP.</b>           |                          |  | \$676.24   |              |                               |
| Paid Chk# 035777                               | 8/14/2020                | <b>TAYLOR, BETH</b>                      |            |              |                               |
| R 220-467310                                   | SUMMER/WINTER REC FEES   |  | \$120.00   | CK REQ       | REC-REFUND PLAYGROUND CAMP    |
| <b>Total TAYLOR, BETH</b>                      |                          |  | \$120.00   |              |                               |
| Paid Chk# 035778                               | 8/14/2020                | <b>TEASDALE, NICOLE</b>                  |            |              |                               |
| R 220-467310                                   | SUMMER/WINTER REC FEES   |  | \$240.00   | CK REQ       | REC-REFUND PLAYGROUND CAMP    |
| <b>Total TEASDALE, NICOLE</b>                  |                          |  | \$240.00   |              |                               |
| Paid Chk# 035779                               | 8/14/2020                | <b>THE UNIFORM SHOPPE</b>                |            |              |                               |
| E 100-522120-346                               | UNIFORMS                 |  | \$972.60   | 301438       | PD-UNIFORMS-BAILEY            |
| E 100-522120-346                               | UNIFORMS                 |  | \$495.00   | 301665       | PD-UNIFORMS                   |
| E 100-522130-346                               | UNIFORMS                 |  | \$171.00   | 301794       | PD-UNIFORMS-BUTZLER           |
| <b>Total THE UNIFORM SHOPPE</b>                |                          |  | \$1,638.60 |              |                               |
| Paid Chk# 035780                               | 8/14/2020                | <b>TIME WARNER CABLE-PO BOX 4639</b>     |            |              |                               |
| E 100-533210-350                               | OPERATING SUPPLIES       |  | \$26.51    | 2801         | PD-DIGITAL ADAPTERS           |
| E 100-533210-350                               | OPERATING SUPPLIES       |  | \$8.84     | 3301         | DPW-DIGITAL ADAPTERS          |
| <b>Total TIME WARNER CABLE-PO BOX 4639</b>     |                          |  | \$35.35    |              |                               |
| Paid Chk# 035781                               | 8/14/2020                | <b>TRANS UNION LLC</b>                   |            |              |                               |
| E 100-522110-240                               | REPAIR AND MAINTENANCE   |  | \$105.70   | 07006109     | PD-MAINTENANCE                |
| <b>Total TRANS UNION LLC</b>                   |                          |  | \$105.70   |              |                               |
| Paid Chk# 035782                               | 8/14/2020                | <b>TRANSUNION RISK &amp; ALTERNATIVE</b> |            |              |                               |
| E 100-522110-225                               | TELEPHONE/COMMUNICATIO   |  | \$50.00    | 428298-20200 | PD-TELEPHONE                  |
| <b>Total TRANSUNION RISK &amp; ALTERNATIVE</b> |                          |  | \$50.00    |              |                               |
| Paid Chk# 035783                               | 8/14/2020                | <b>UNEMPLOYMENT INSURANCE</b>            |            |              |                               |
| E 700-519400-393                               | UNEMPLOYMENT COMPENSA    |  | \$456.33   | 000010217246 | UMEPLOYMENT CHARGES JULY 2020 |
| <b>Total UNEMPLOYMENT INSURANCE</b>            |                          |  | \$456.33   |              |                               |
| Paid Chk# 035784                               | 8/14/2020                | <b>UNIFIRST CORPORATION</b>              |            |              |                               |
| E 100-533210-350                               | OPERATING SUPPLIES       |  | \$71.95    | 096 1138380  | DPW-OPERATING                 |
| E 100-533210-350                               | OPERATING SUPPLIES       |  | \$70.96    | 096 1139409  | DPW-OPERATING                 |
| E 100-533210-350                               | OPERATING SUPPLIES       |  | \$66.78    | 096 1140433  | DPW-OPERATING                 |
| E 601-573825-372                               | SAFETY EQUIPMENT         |  | \$78.35    | 096 1141437  | CWRC-SAFETY                   |
| E 100-533210-350                               | OPERATING SUPPLIES       |  | \$190.68   | 096 1141439  | DPW-OPERATING                 |
| E 100-518100-240                               | REPAIR AND MAINTENANCE   |  | \$104.19   | 096 1141445  | COMPLEX-MAINTENANCE           |
| E 100-522100-340                               | MAINTENANCE SUPPLIES     |  | \$55.50    | 096 1141446  | PD-MAINTENANCE                |
| <b>Total UNIFIRST CORPORATION</b>              |                          |  | \$638.41   |              |                               |
| Paid Chk# 035785                               | 8/14/2020                | <b>VANTAGE FINANCIAL</b>                 |            |              |                               |
| E 400-555510-620                               | DEBT SERVICE - INTEREST  |  | \$578.85   | 54807        | GRAPPLE TRUCK-INTEREST        |
| E 400-555510-610                               | DEBT SERVICE - PRINCIPAL |  | \$3,029.15 | 54807        | GRAPPLE TRUCK-PRINCIPLE       |
| <b>Total VANTAGE FINANCIAL</b>                 |                          |  | \$3,608.00 |              |                               |
| Paid Chk# 035786                               | 8/14/2020                | <b>W.H. JACKLIN, INC.</b>                |            |              |                               |

## CITY OF CEDARBURG

08/26/20 2:16 PM

Page 12

**\*Check Detail Register©**

AUGUST 2020

|                  |  |                                      | Check Amt   | Invoice       | Comment                           |
|------------------|--|--------------------------------------|-------------|---------------|-----------------------------------|
| E 100-522100-240 | REPAIR AND MAINTENANCE                     |                                      | \$327.50    | 33882         | PD-REPAIR & MAINTENANCE           |
|                  | <b>Total W.H. JACKLIN, INC.</b>            |                                      | \$327.50    |               |                                   |
| Paid Chk# 035787 | 8/14/2020                                  | <b>WASTE MANAGEMENT OF WISCONSIN</b> |             |               |                                   |
| E 100-533710-290 | MAINT/CONTRACTED SERVIC                    |                                      | \$36,248.52 | 6530839-2275- | COMPLEX RUBBISH & RECYCLING       |
| E 100-533730-290 | MAINT/CONTRACTED SERVIC                    |                                      | \$17,520.93 | 6530839-2275- | COMPLEX RUBBISH & RECYCLING       |
|                  | <b>Total WASTE MANAGEMENT OF WISCONSIN</b> |                                      | \$53,769.45 |               |                                   |
| Paid Chk# 035788 | 8/14/2020                                  | <b>WE ENERGIES EVERETT ST</b>        |             |               |                                   |
| E 353-566710-452 | TIF - GRADING                              |                                      | \$600.00    | LETTER        | PARTIAL RELEASE OF EASEMENT TIF#6 |
|                  | <b>Total WE ENERGIES EVERETT ST</b>        |                                      | \$600.00    |               |                                   |
| Paid Chk# 035789 | 8/14/2020                                  | <b>WI DEPT OF JUSTICE</b>            |             |               |                                   |
| E 100-522110-225 | TELEPHONE/COMMUNICATIO                     |                                      | \$266.00    | 202007        | PD-JULY 2020                      |
|                  | <b>Total WI DEPT OF JUSTICE</b>            |                                      | \$266.00    |               |                                   |
| Paid Chk# 035790 | 8/14/2020                                  | <b>ZALEWSKI, BRIAN</b>               |             |               |                                   |
| R 100-463101     | PUBLIC WORKS FEES                          |                                      | \$15.00     | CK REQ        | REFUND APPLIANCE PICKUP           |
|                  | <b>Total ZALEWSKI, BRIAN</b>               |                                      | \$15.00     |               |                                   |
| Paid Chk# 035791 | 8/17/2020                                  | <b>CARDMEMBER SERVICE</b>            |             |               |                                   |
| E 100-522410-240 | REPAIR AND MAINTENANCE                     |                                      | \$520.78    | 0513          | EM-REPAIR & MAINTENANCE           |
| E 100-522110-330 | TRAVEL & TRAINING                          |                                      | \$462.61    | 6166          | PD-TRAVEL & TRAINING              |
| E 100-522120-330 | TRAVEL & TRAINING                          |                                      | \$140.37    | 6166          | PD-TRAVEL & TRAINING              |
| E 100-522120-351 | GAS AND OIL EXPENSE                        |                                      | \$29.67     | 6166          | PD-GAS & OIL EXPENSE              |
| E 100-522120-380 | EQUIPMENT/CAPITAL OUTLA                    |                                      | \$267.40    | 6166          | PD-EQUIPMENT                      |
| E 100-522130-330 | TRAVEL & TRAINING                          |                                      | \$775.37    | 6166          | PD-TRAVEL & TRAINING              |
| E 100-533110-350 | OPERATING SUPPLIES                         |                                      | \$111.32    | 6174          | ENG-OPERATING                     |
| E 100-522310-310 | OFFICE SUPPLIES                            |                                      | \$334.54    | 6174          | BI-OFFICE SUPPLIES                |
| E 100-566310-310 | OFFICE SUPPLIES                            |                                      | \$33.85     | 6174          | PLAN-OFFICE SUPPLIES              |
| E 220-555390-347 | SUPPLIES AND EXPENSES                      |                                      | \$156.00    | 6182          | REC-BABYSITTING CLASS CERT        |
| E 220-555390-394 | POMS EXPENSES                              |                                      | \$15.81     | 6182          | REC-POMS MUSIC                    |
| E 100-555510-240 | REPAIR AND MAINTENANCE                     |                                      | \$90.16     | 6190          | PARKS-REPAIR & MAINTENANCE        |
| E 220-555390-347 | SUPPLIES AND EXPENSES                      |                                      | \$267.75    | 6190          | REC-SUPPLIES                      |
| E 601-573830-340 | MAINTENANCE SUPPLIES                       |                                      | \$268.13    | 6208          | CWRC-MAINTENANCE SUPPLIES         |
| E 601-573825-372 | SAFETY EQUIPMENT                           |                                      | \$371.87    | 6208          | CWRC-SAFETY                       |
| E 601-573835-360 | MANHOLE ADJUSTMENT                         |                                      | \$1.13      | 6208          | CWRC-COLLECTIONS                  |
| E 601-573830-342 | JANITORIAL SUPPLIES                        |                                      | \$113.73    | 6208          | CWRC-JANITORIAL                   |
| E 100-533210-350 | OPERATING SUPPLIES                         |                                      | \$12.99     | 6216          | DPW-OPERATING                     |
| E 100-533210-350 | OPERATING SUPPLIES                         |                                      | \$314.64    | 6216          | DPW-OPERATING                     |
| E 100-533311-240 | REPAIR AND MAINTENANCE                     |                                      | \$71.22     | 6216          | DPW-REPAIR & MAINTENANCE          |
| E 100-533210-350 | OPERATING SUPPLIES                         |                                      | \$175.00    | 6216          | DPW-FACEMASKS - COVID EXPENSE     |
| E 100-533440-240 | REPAIR AND MAINTENANCE                     |                                      | \$1,121.65  | 6216          | DPW-MAINTENANCE                   |
| E 100-513200-330 | TRAVEL & TRAINING                          |                                      | \$31.63     | 6621          | ADMIN-TRAVEL & TRAINING           |
| E 220-555390-372 | SAFETY EQUIPMENT                           |                                      | \$202.49    | 6621          | REC-SAFETY                        |
| E 220-555390-347 | SUPPLIES AND EXPENSES                      |                                      | \$189.68    | 6621          | REC-SUPPLIES                      |
| E 260-555110-223 | MARKETING                                  |                                      | \$81.15     | 6639          | LIBR-MARKETING                    |
| E 260-555110-310 | OFFICE SUPPLIES                            |                                      | \$382.01    | 6639          | LIBR-OFFICE SUPPLIES              |

## CITY OF CEDARBURG

08/26/20 2:16 PM

Page 13

**\*Check Detail Register©**

AUGUST 2020

|                                 |                          | Check Amt         | Invoice | Comment                    |
|---------------------------------|--------------------------|-------------------|---------|----------------------------|
| E 260-555110-319                | PUBLICATIONS AND SUBSCRI | \$149.60          | 6639    | LIBR-PUBLICATIONS          |
| E 260-555110-322                | DONATION EXPENDITURES    | \$315.20          | 6639    | LIBR-DONATION EXPENDITURE  |
| E 260-555110-331                | GRANT EXPENDITURES       | \$235.68          | 6639    | LIBR-GRANT EXPENDITURE     |
| E 260-555110-350                | OPERATING SUPPLIES       | \$162.39          | 6639    | LIBR-OPERATING             |
| E 260-555110-382                | LIBRARY TECHNOLOGY       | \$106.95          | 6639    | LIBR-TECHNOLOGY            |
| E 100-555510-240                | REPAIR AND MAINTENANCE   | \$402.97          | 6761    | PARKS-REPAIR & MAINTENANCE |
| E 100-555140-310                | OFFICE SUPPLIES          | \$451.74          | 6829    | SRCTR-OFFICE SUPPLIES      |
| <b>Total CARDMEMBER SERVICE</b> |                          | <b>\$8,367.48</b> |         |                            |

Paid Chk# 035792 8/17/2020 **TIME WARNER CABLE-PO BOX 4639**

|  |                        |                 |      |                    |
|--|------------------------|-----------------|------|--------------------|
| E 100-518100-225                           | TELEPHONE/COMMUNICATIO | \$68.79         | 4601 | CH-TELEPHONE       |
| E 100-513100-225                           | TELEPHONE/COMMUNICATIO | \$7.64          | 4601 | MAYOR-TELEPHONE    |
| E 100-513200-225                           | TELEPHONE/COMMUNICATIO | \$7.64          | 4601 | ADMIN-TELEPHONE    |
| E 100-514100-225                           | TELEPHONE/COMMUNICATIO | \$38.21         | 4601 | CLERK-TELEPHONE    |
| E 100-515600-225                           | TELEPHONE/COMMUNICATIO | \$22.92         | 4601 | TREAS-TELEPHONE    |
| E 100-515400-225                           | TELEPHONE/COMMUNICATIO | \$15.28         | 4601 | ASSESSOR-TELEPHONE |
| E 100-522310-225                           | TELEPHONE/COMMUNICATIO | \$15.28         | 4601 | BI-TELEPHONE       |
| E 100-533210-225                           | TELEPHONE/COMMUNICATIO | \$22.92         | 4601 | ENG-TELEPHONE      |
| E 100-566310-225                           | TELEPHONE/COMMUNICATIO | \$15.28         | 4601 | PLAN-TELEPHONE     |
| E 100-533210-225                           | TELEPHONE/COMMUNICATIO | \$30.56         | 4601 | DPW-TELEPHONE      |
| E 220-555390-225                           | TELEPHONE/COMMUNICATIO | \$30.56         | 4601 | REC-TELEPHONE      |
| E 100-555140-225                           | TELEPHONE/COMMUNICATIO | \$15.28         | 4601 | SRCTR-TELEPHONE    |
| E 601-573825-225                           | TELEPHONE/COMMUNICATIO | \$61.13         | 4601 | CWRC-TELEPHONE     |
| E 100-522410-225                           | TELEPHONE/COMMUNICATIO | \$22.92         | 4601 | EM-TELEPHONE       |
| E 100-522230-225                           | TELEPHONE/COMMUNICATIO | \$15.28         | 4601 | FD-TELEPHONE       |
| E 240-555320-225                           | TELEPHONE/COMMUNICATIO | \$38.21         | 4601 | POOL-TELEPHONE     |
| <b>Total TIME WARNER CABLE-PO BOX 4639</b> |                        | <b>\$427.90</b> |      |                    |

Paid Chk# 035793 8/17/2020 **WE ENERGIES-PO BOX 6042**

|                  |                      |          |     |                                |
|------------------|----------------------|----------|-----|--------------------------------|
| E 100-555510-224 | NATURAL GAS          | \$9.57   | 045 | BOY SCOUT HOUSE                |
| E 100-522230-224 | NATURAL GAS          | \$41.18  | 082 | FD                             |
| E 601-573840-340 | MAINTENANCE SUPPLIES | \$10.36  | 176 | SEWER - DORCHESTER #4          |
| E 100-555510-224 | NATURAL GAS          | \$10.78  | 213 | GIRL SCOUT HOUSE               |
| E 601-573840-340 | MAINTENANCE SUPPLIES | \$12.14  | 229 | SEWER - EVERGREEN #7           |
| E 601-573825-224 | NATURAL GAS          | \$9.57   | 296 | SEWER - PARK LANE CWRC         |
| E 240-555320-224 | NATURAL GAS          | \$24.65  | 384 | POOL                           |
| E 601-573825-224 | NATURAL GAS          | \$9.24   | 423 | SEWER - PARK LANE CONTROL BLDG |
| E 100-518100-224 | NATURAL GAS          | \$25.92  | 425 | GYM                            |
| E 260-555110-224 | NATURAL GAS          | \$88.05  | 477 | LIBRARY                        |
| E 100-533210-222 | ELECTRIC             | \$38.09  | 495 | DPW - ELECTRIC                 |
| E 100-522410-224 | NATURAL GAS          | \$9.57   | 522 | EM                             |
| E 100-522100-224 | NATURAL GAS          | \$141.62 | 610 | PD                             |
| E 100-518100-224 | NATURAL GAS          | \$24.65  | 666 | LINCOLN BLDG                   |
| E 601-573840-340 | MAINTENANCE SUPPLIES | \$10.93  | 804 | SEWER - KENZIE #11             |
| E 601-573840-340 | MAINTENANCE SUPPLIES | \$10.36  | 866 | SEWER - KEUP #10               |
| E 601-573840-340 | MAINTENANCE SUPPLIES | \$10.78  | 928 | SEWER - GARFIELD #9            |
| E 601-573840-340 | MAINTENANCE SUPPLIES | \$13.57  | 943 | SEWER - HIGHLAND #8            |
| E 100-518100-224 | NATURAL GAS          | \$31.97  | 952 | CH                             |

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

08/26/20 2:16 PM

Page 14

**AUGUST 2020**

|  |                          |           | Check Amt                            | Invoice      | Comment                                 |
|--|--------------------------|-----------|--------------------------------------|--------------|---|
| E 100-533210-224                           | NATURAL GAS              |           | \$29.10                              | 957          | DPW FACILITY                            |
| E 100-522230-224                           | NATURAL GAS              |           | \$43.40                              | 971          | FD                                      |
| E 240-555320-224                           | NATURAL GAS              |           | \$63.82                              | 991          | POOL                                    |
| E 100-522100-224                           | NATURAL GAS              |           | \$25.60                              | 994          | PD                                      |
| <b>Total WE ENERGIES-PO BOX 6042</b>       |                          |           | <u>\$694.92</u>                      |              |   |
| Paid Chk#                                  | 035794                   | 8/19/2020 | <b>REGISTRATION FEE TRUST</b>        |              |   |
| E 100-533210-350                           | OPERATING SUPPLIES       |           | \$20.00                              | CK REQ       | DUPLICATE TITLE- VIN# 1HTWGADT75J046817 |
| <b>Total REGISTRATION FEE TRUST</b>        |                          |           | <u>\$20.00</u>                       |              |   |
| Paid Chk#                                  | 035795                   | 8/21/2020 | <b>ADVANCED DISPOSAL</b>             |              |   |
| E 100-533311-240                           | REPAIR AND MAINTENANCE   |           | \$314.48                             | WB000001582  | DPW-STREET REPAIR & MAINTENANCE         |
| R 100-463101                               | PUBLIC WORKS FEES        |           | \$324.55                             | WB000001582  | DPW FEES                                |
| <b>Total ADVANCED DISPOSAL</b>             |                          |           | <u>\$639.03</u>                      |              |   |
| Paid Chk#                                  | 035796                   | 8/21/2020 | <b>AIRGAS USA LLC</b>                |              |   |
| E 100-533210-353                           | MAINTENANCE PARTS        |           | \$32.86                              | 9972527634   | DPW-MAINTENANCE PARTS                   |
| <b>Total AIRGAS USA LLC</b>                |                          |           | <u>\$32.86</u>                       |              |   |
| Paid Chk#                                  | 035797                   | 8/21/2020 | <b>AMERICAN VAN EQUIPMENT</b>        |              |   |
| E 100-533210-353                           | MAINTENANCE PARTS        |           | \$168.81                             | INV-NET-LK-8 | DPW-MAINTENANCE PARTS                   |
| <b>Total AMERICAN VAN EQUIPMENT</b>        |                          |           | <u>\$168.81</u>                      |              |   |
| Paid Chk#                                  | 035798                   | 8/21/2020 | <b>BADGER DAYLIGHTING CORP</b>       |              |   |
| E 100-555510-290                           | MAINT/CONTRACTED SERVIC  |           | \$2,722.13                           | 2093669      | PARKS-CONTRACTED SERVICES               |
| <b>Total BADGER DAYLIGHTING CORP</b>       |                          |           | <u>\$2,722.13</u>                    |              |   |
| Paid Chk#                                  | 035799                   | 8/21/2020 | <b>BAKER &amp; TAYLOR AV VIDMASS</b> |              |   |
| E 260-555110-319                           | PUBLICATIONS AND SUBSCRI |           | \$57.25                              | H48817900    | LIBR-PUBLICATIONS                       |
| E 260-555110-319                           | PUBLICATIONS AND SUBSCRI |           | \$35.83                              | H49108970    | LIBR-PUBLICATIONS                       |
| <b>Total BAKER &amp; TAYLOR AV VIDMASS</b> |                          |           | <u>\$93.08</u>                       |              |   |
| Paid Chk#                                  | 035800                   | 8/21/2020 | <b>BAKER &amp; TAYLOR BOOKS</b>      |              |   |
| E 260-555110-322                           | DONATION EXPENDITURES    |           | \$80.00                              | 2035397236   | LIBR-DONATIONS                          |
| E 260-555110-319                           | PUBLICATIONS AND SUBSCRI |           | \$341.97                             | 2035397236   | LIBR-PUBLICATIONS                       |
| <b>Total BAKER &amp; TAYLOR BOOKS</b>      |                          |           | <u>\$421.97</u>                      |              |   |
| Paid Chk#                                  | 035801                   | 8/21/2020 | <b>BAXTER &amp; WOODMAN</b>          |              |   |
| E 100-555510-290                           | MAINT/CONTRACTED SERVIC  |           | \$140.00                             | 021960       | FORESTRY-GIS                            |
| <b>Total BAXTER &amp; WOODMAN</b>          |                          |           | <u>\$140.00</u>                      |              |   |
| Paid Chk#                                  | 035802                   | 8/21/2020 | <b>BEST BUY BUSINESS ADVANTAGE</b>   |              |   |
| E 100-533210-350                           | OPERATING SUPPLIES       |           | \$328.97                             | 4650310      | DPW-OPERATING                           |
| <b>Total BEST BUY BUSINESS ADVANTAGE</b>   |                          |           | <u>\$328.97</u>                      |              |   |
| Paid Chk#                                  | 035803                   | 8/21/2020 | <b>BOEHLKE BOTTLED GAS CORP.</b>     |              |   |
| G 221-161500                               | FUEL INVENTORY           |           | \$533.17                             | 82382        | DPW-FUEL INVENTORY                      |
| <b>Total BOEHLKE BOTTLED GAS CORP.</b>     |                          |           | <u>\$533.17</u>                      |              |   |



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

08/26/20 2:16 PM

Page 15

**AUGUST 2020**

|                  |                         | Check Amt                     | Invoice                       | Comment    |  |
|------------------|-------------------------|-------------------------------|-------------------------------|------------|--|
| Paid Chk#        | 035804                  | 8/21/2020                     | BROOKS TRACTOR                |            |  |
| E 100-533210-353 | MAINTENANCE PARTS       |                               | \$128.92                      | M46158     | DPW-MAINTENANCE PARTS                  |
| Total            |                         | BROOKS TRACTOR                | \$128.92                      |            |  |
| Paid Chk#        | 035805                  | 8/21/2020                     | BURKE TRUCK & EQUIPMENT CO.   |            |  |
| E 100-533210-353 | MAINTENANCE PARTS       |                               | \$269.19                      | 26988      | DPW-MAINTENANCE PARTS                  |
| Total            |                         | BURKE TRUCK & EQUIPMENT CO.   | \$269.19                      |            |  |
| Paid Chk#        | 035806                  | 8/21/2020                     | C3 INTERIORS LLC              |            |  |
| E 100-522120-352 | K-9 UNIT EXPENSE        |                               | \$3,741.74                    | K-9 KENNEL | K9 DONATION KENNEL MATERIAL            |
| Total            |                         | C3 INTERIORS LLC              | \$3,741.74                    |            |  |
| Paid Chk#        | 035807                  | 8/21/2020                     | CARRICO AQUATIC RESOURCES INC |            |  |
| E 400-555320-865 | SWIMMING POOL           |                               | \$5,308.75                    | 20203511   | POOL-CAPITAL IMPROVEMENT               |
| Total            |                         | CARRICO AQUATIC RESOURCES INC | \$5,308.75                    |            |  |
| Paid Chk#        | 035808                  | 8/21/2020                     | CEDARBURG OVERHEAD DOOR CO.   |            |  |
| E 700-519400-524 | INSURANCE CLAIMS - 2020 |                               | \$6,550.00                    | 69981      | DPW-INSURANCE CLAIMS-2020              |
| Total            |                         | CEDARBURG OVERHEAD DOOR CO.   | \$6,550.00                    |            |  |
| Paid Chk#        | 035809                  | 8/21/2020                     | CINTAS CORP                   |            |  |
| E 100-533210-350 | OPERATING SUPPLIES      |                               | \$269.28                      | 5025257948 | DPW-OPERATING                          |
| Total            |                         | CINTAS CORP                   | \$269.28                      |            |  |
| Paid Chk#        | 035810                  | 8/21/2020                     | CINTAS CORPORATION            |            |  |
| E 100-533210-350 | OPERATING SUPPLIES      |                               | \$119.60                      | 4050688422 | DPW-OPERATING                          |
| E 100-533210-350 | OPERATING SUPPLIES      |                               | \$119.60                      | 4056940287 | DPW-OPERATING                          |
| E 260-555110-350 | OPERATING SUPPLIES      |                               | \$66.57                       | 4058674232 | LIBR-OPERATING                         |
| Total            |                         | CINTAS CORPORATION            | \$305.77                      |            |  |
| Paid Chk#        | 035811                  | 8/21/2020                     | COMPLETE OFFICE OF WISCONSIN  |            |  |
| E 100-566310-310 | OFFICE SUPPLIES         |                               | \$13.17                       | 733627     | PLAN-OFFICE SUPPLIES                   |
| E 100-522410-310 | OFFICE SUPPLIES         |                               | \$52.40                       | 734879     | EM-OFFICE SUPPLIES                     |
| Total            |                         | COMPLETE OFFICE OF WISCONSIN  | \$65.57                       |            |  |
| Paid Chk#        | 035812                  | 8/21/2020                     | CONCRETE SHORT POUR, INC.     |            |  |
| E 100-533440-240 | REPAIR AND MAINTENANCE  |                               | \$483.00                      | 8/20       | DPW-STORM REPAIR & MAINTENANCE         |
| Total            |                         | CONCRETE SHORT POUR, INC.     | \$483.00                      |            |  |
| Paid Chk#        | 035813                  | 8/21/2020                     | CRETEX SPECIALTY PRODUCTS INC |            |  |
| E 100-533440-240 | REPAIR AND MAINTENANCE  |                               | \$576.00                      | 034050     | DPW-STORM REPAIR & MAINTENANCE         |
| Total            |                         | CRETEX SPECIALTY PRODUCTS INC | \$576.00                      |            |  |
| Paid Chk#        | 035814                  | 8/21/2020                     | CROWLEY CONSTRUCTION CORP.    |            |  |
| E 100-533311-240 | REPAIR AND MAINTENANCE  |                               | \$9,750.00                    | 11656      | DPW-STREET REPAIR & MAINTENANCE        |
| Total            |                         | CROWLEY CONSTRUCTION CORP.    | \$9,750.00                    |            |  |
| Paid Chk#        | 035815                  | 8/21/2020                     | EGELHOFF LAWNMOWER SERVICE    |            |  |
| E 100-555510-240 | REPAIR AND MAINTENANCE  |                               | \$85.90                       | 274013     | PARKS-REPAIR & MAINTENACE-BRUSH CUTTER |

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

08/26/20 2:16 PM

Page 16

AUGUST 2020

|  |   |                             | Check Amt                             | Invoice     | Comment                                |
|--|---|-----------------------------|---------------------------------------|-------------|--|
| <b>Total EGGLEHOFF LAWNMOWER SERVICE</b> |   |                             | \$85.90                               |             |  |
| Paid Chk#                                | 035816                                      | 8/21/2020                   | <b>EHLERS</b>                         |             |  |
| E  | 353-566710-210                              | PROFESSIONAL SERVICES       | \$1,500.00                            | 84156       | TID #6-CONTRACTED                      |
|  | <b>Total EHLERS</b>                         |                             | \$1,500.00                            |             |  |
| Paid Chk#                                | 035817                                      | 8/21/2020                   | <b>EMR, LLC</b>                       |             |  |
| E  | 100-533210-353                              | MAINTENANCE PARTS           | \$170.06                              | 10968       | DPW-MAINTENANCE PARTS                  |
|  | <b>Total EMR, LLC</b>                       |                             | \$170.06                              |             |  |
| Paid Chk#                                | 035818                                      | 8/21/2020                   | <b>FASTENAL COMPANY</b>               |             |  |
| E  | 100-533210-350                              | OPERATING SUPPLIES          | \$163.40                              | WISAU118703 | DPW-OPERATING                          |
| E  | 100-533210-353                              | MAINTENANCE PARTS           | \$56.20                               | WISAU118703 | DPW-MAINTENANCE PARTS                  |
| E  | 100-533210-350                              | OPERATING SUPPLIES          | \$897.10                              | WISAU118806 | DPW-OPERATING                          |
| E  | 100-533210-350                              | OPERATING SUPPLIES          | \$183.12                              | WISAU118863 | DPW-OPERATING                          |
| E  | 100-533210-353                              | MAINTENANCE PARTS           | \$19.83                               | WISAU118863 | DPW-MAINTENANCE PARTS                  |
|  | <b>Total FASTENAL COMPANY</b>               |                             | \$1,319.65                            |             |  |
| Paid Chk#                                | 035819                                      | 8/21/2020                   | <b>FIVE CORNERS DODGE</b>             |             |  |
| E  | 100-555145-351                              | GAS AND OIL EXPENSE         | (\$108.78)                            | 125876      | SRCTR-VAN                              |
| E  | 100-522120-240                              | REPAIR AND MAINTENANCE      | \$238.97                              | 68564       | PD-MAINTENANCE-2019 EXPLORER           |
|  | <b>Total FIVE CORNERS DODGE</b>             |                             | \$130.19                              |             |  |
| Paid Chk#                                | 035820                                      | 8/21/2020                   | <b>GENERAL COMMUNICATIONS, INC.</b>   |             |  |
| E  | 100-522120-347                              | SUPPLIES AND EXPENSES       | \$365.00                              | 284966      | PD-SUPPLIES & EXPENSES                 |
|  | <b>Total GENERAL COMMUNICATIONS, INC.</b>   |                             | \$365.00                              |             |  |
| Paid Chk#                                | 035821                                      | 8/21/2020                   | <b>GRAINGER</b>                       |             |  |
| E  | 100-522100-340                              | MAINTENANCE SUPPLIES        | \$134.20                              | 9617451142  | PD-MAINTENANCE SUPPLIES                |
|  | <b>Total GRAINGER</b>                       |                             | \$134.20                              |             |  |
| Paid Chk#                                | 035822                                      | 8/21/2020                   | <b>HUBER TECHNOLOGY, INC</b>          |             |  |
| G  | 601-185332                                  | PRELIM TREATMENT PLANT EQUI | \$22,071.58                           | CD10020160  | CWRC-PLANT EQUIPMENT                   |
|  | <b>Total HUBER TECHNOLOGY, INC</b>          |                             | \$22,071.58                           |             |  |
| Paid Chk#                                | 035823                                      | 8/21/2020                   | <b>IBS OF SOUTHEASTERN WISCONSIN</b>  |             |  |
| G  | 100-131060                                  | INVOICE CLEARING ACCOUNT    | \$245.90                              | 100683175   | DUE FROM TOWN OF CEDARBURG             |
|  | <b>Total IBS OF SOUTHEASTERN WISCONSIN</b>  |                             | \$245.90                              |             |  |
| Paid Chk#                                | 035824                                      | 8/21/2020                   | <b>JACKSON CONCRETE INC.</b>          |             |  |
| E  | 100-533440-240                              | REPAIR AND MAINTENANCE      | \$282.00                              | 0109306-IN  | DPW-STORM REPAIR & MAINTENANCE         |
|  | <b>Total JACKSON CONCRETE INC.</b>          |                             | \$282.00                              |             |  |
| Paid Chk#                                | 035825                                      | 8/21/2020                   | <b>JANI-KING OF MILWAUKEE/ROYAL F</b> |             |  |
| E  | 260-555110-290                              | MAINT/CONTRACTED SERVIC     | \$933.24                              | MIL08200452 | LIBR-MAINTENANCE                       |
|  | <b>Total JANI-KING OF MILWAUKEE/ROYAL F</b> |                             | \$933.24                              |             |  |
| Paid Chk#                                | 035826                                      | 8/21/2020                   | <b>JOSEPH JACOBS</b>                  |             |  |
| E  | 100-522310-210                              | PROFESSIONAL SERVICES       | \$735.00                              | 20-016      | BI-ELECTRICAL INSPECTIONS 8/13-8/19/20 |

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

08/26/20 2:16 PM

Page 17

AUGUST 2020

|  |        |                        | Check Amt                            | Invoice      | Comment                        |
|--|--------|------------------------|--------------------------------------|--------------|--------------------------------|
| <b>Total JOSEPH JACOBS</b>               |        |                        | \$735.00                             |              |                                |
| Paid Chk#                                | 035827 | 8/21/2020              | <b>LANNON STONE PRODUCTS, INC.</b>   |              |                                |
| E 200-544210-230                         |        | GROUNDS MAINTENANCE    | \$226.91                             | 1263760      | CEMETERY-MAINTENANCE           |
| <b>Total LANNON STONE PRODUCTS, INC.</b> |        |                        | \$226.91                             |              |                                |
| Paid Chk#                                | 035828 | 8/21/2020              | <b>LINCOLN CONTRACTORS SUPPLY</b>    |              |                                |
| E 100-533440-240                         |        | REPAIR AND MAINTENANCE | \$30.99                              | M98101       | DPW-STORM REPAIR & MAINTENANCE |
| <b>Total LINCOLN CONTRACTORS SUPPLY</b>  |        |                        | \$30.99                              |              |                                |
| Paid Chk#                                | 035829 | 8/21/2020              | <b>MASTER PRINTWEAR</b>              |              |                                |
| E 220-555390-347                         |        | SUPPLIES AND EXPENSES  | \$226.75                             | 8410         | REC-SUPPLIES & EXPENSES        |
| <b>Total MASTER PRINTWEAR</b>            |        |                        | \$226.75                             |              |                                |
| Paid Chk#                                | 035830 | 8/21/2020              | <b>MATHESON TRI-GAS</b>              |              |                                |
| E 100-533210-353                         |        | MAINTENANCE PARTS      | \$140.85                             | 22121703     | DPW-MAINTENANCE PARTS          |
| <b>Total MATHESON TRI-GAS</b>            |        |                        | \$140.85                             |              |                                |
| Paid Chk#                                | 035831 | 8/21/2020              | <b>MOEGENBURG WINDOW CLEAN-CHUCK</b> |              |                                |
| E 100-518100-240                         |        | REPAIR AND MAINTENANCE | \$110.00                             | 081820       | COMPLEX-MAINTENANCE            |
| <b>il MOEGENBURG WINDOW CLEAN-CHUCK</b>  |        |                        | \$110.00                             |              |                                |
| Paid Chk#                                | 035832 | 8/21/2020              | <b>NAPA AUTO PARTS</b>               |              |                                |
| E 100-533210-353                         |        | MAINTENANCE PARTS      | \$144.97                             | 5269-085103  | DPW-MAINTENANCE PARTS          |
| E 100-533210-353                         |        | MAINTENANCE PARTS      | \$34.06                              | 5269-085145  | DPW-MAINTENANCE PARTS          |
| E 100-533210-353                         |        | MAINTENANCE PARTS      | \$165.88                             | 5269-085410  | DPW-MAINTENANCE PARTS          |
| E 100-533210-353                         |        | MAINTENANCE PARTS      | \$72.35                              | 5269-085426  | DPW-MAINTENANCE PARTS          |
| E 100-533210-353                         |        | MAINTENANCE PARTS      | \$41.45                              | 5269-0862333 | DPW-MAINTENANCE PARTS          |
| <b>Total NAPA AUTO PARTS</b>             |        |                        | \$458.71                             |              |                                |
| Paid Chk#                                | 035833 | 8/21/2020              | <b>NASSCO, INC.</b>                  |              |                                |
| E 100-518100-350                         |        | OPERATING SUPPLIES     | \$30.24                              | S2654129.002 | COMPLEX-OPERATING              |
| E 100-518100-350                         |        | OPERATING SUPPLIES     | \$104.06                             | S2655216.001 | COMPLEX-OPERATING              |
| E 100-518100-350                         |        | OPERATING SUPPLIES     | \$508.56                             | S26574129.00 | COMPLEX-OPERATING              |
| <b>Total NASSCO, INC.</b>                |        |                        | \$642.86                             |              |                                |
| Paid Chk#                                | 035834 | 8/21/2020              | <b>NEWMAN CHEVROLET</b>              |              |                                |
| E 400-533210-880                         |        | EQUIP REPLACEMENT      | \$32,486.00                          | 20317        | DPW-2020 SILVERADO - TRUCK #84 |
| <b>Total NEWMAN CHEVROLET</b>            |        |                        | \$32,486.00                          |              |                                |
| Paid Chk#                                | 035835 | 8/21/2020              | <b>OLSENS PIGGLY WIGGLY</b>          |              |                                |
| E 100-555510-240                         |        | REPAIR AND MAINTENANCE | \$11.05                              | 39128        | PARKS-REPAIR & MAINTENANCE     |
| <b>Total OLSSENS PIGGLY WIGGLY</b>       |        |                        | \$11.05                              |              |                                |
| Paid Chk#                                | 035836 | 8/21/2020              | <b>OSI ENVIRONMENTAL, INC.</b>       |              |                                |
| E 100-533730-344                         |        | RECYCLING EXPENSES     | \$75.00                              | 1050242      | DPW-OIL RECYCLING              |
| E 100-533730-344                         |        | RECYCLING EXPENSES     | \$75.00                              | 1051080      | DPW-OIL RECYCLING              |
| <b>Total OSI ENVIRONMENTAL, INC.</b>     |        |                        | \$150.00                             |              |                                |

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

08/26/20 2:16 PM

Page 18

AUGUST 2020

|           |                  |   | Check Amt                                 | Invoice      | Comment                             |
|-----------|------------------|---|---|--------------|-------------------------------------|
| Paid Chk# | 035837           | 8/21/2020                                 | <b>OWEN S OFFICE SUPPLIES</b>             |              |                                     |
|           | E 100-555510-310 | OFFICE SUPPLIES                           | \$25.00                                   | 29990        | PARKS-OFFICE SUPPLIES DOOR HANGERS  |
|           | <b>Total</b>     | <b>OWEN S OFFICE SUPPLIES</b>             | \$25.00                                   |              |                                     |
| Paid Chk# | 035838           | 8/21/2020                                 | <b>OZAUKEE COUNTY CLERK OF COURTS</b>     |              |                                     |
|           | R 100-451101     | COURT PENALTIES & COSTS                   | \$650.00                                  | CK REQ       | BOND CYNTHIA A. BALL CPD #20-16169  |
|           | <b>Total</b>     | <b>OZAUKEE COUNTY CLERK OF COURTS</b>     | \$650.00                                  |              |                                     |
| Paid Chk# | 035839           | 8/21/2020                                 | <b>PRESENTA PLAQUE CORP.</b>              |              |                                     |
|           | E 100-514100-310 | OFFICE SUPPLIES                           | \$141.01                                  | 25676        | CLERK-PLAQUES                       |
|           | <b>Total</b>     | <b>PRESENTA PLAQUE CORP.</b>              | \$141.01                                  |              |                                     |
| Paid Chk# | 035840           | 8/21/2020                                 | <b>R A SMITH NATIONAL</b>                 |              |                                     |
|           | E 353-566710-210 | PROFESSIONAL SERVICES                     | \$33,859.13                               | 153192       | TIF #6 ENGINEERING                  |
|           | <b>Total</b>     | <b>R A SMITH NATIONAL</b>                 | \$33,859.13                               |              |                                     |
| Paid Chk# | 035841           | 8/21/2020                                 | <b>REINDERS, INC.</b>                     |              |                                     |
|           | E 100-533210-353 | MAINTENANCE PARTS                         | \$300.22                                  | 1844024-00   | DPW-MAINTENANCE PARTS               |
|           | <b>Total</b>     | <b>REINDERS, INC.</b>                     | \$300.22                                  |              |                                     |
| Paid Chk# | 035842           | 8/21/2020                                 | <b>SETTLERS INN</b>                       |              |                                     |
|           | E 100-514200-310 | OFFICE SUPPLIES                           | \$852.06                                  | 106169       | ELECTION                            |
|           | <b>Total</b>     | <b>SETTLERS INN</b>                       | \$852.06                                  |              |                                     |
| Paid Chk# | 035843           | 8/21/2020                                 | <b>SHERWIN INDUSTRIES, INC.</b>           |              |                                     |
|           | E 100-533311-240 | REPAIR AND MAINTENANCE                    | \$228.26                                  | SC045442     | DPW-STREET REPAIR & MAINTENANCE     |
|           | <b>Total</b>     | <b>SHERWIN INDUSTRIES, INC.</b>           | \$228.26                                  |              |                                     |
| Paid Chk# | 035844           | 8/21/2020                                 | <b>SHORT ELLIOTT HENDRICKSON INC</b>      |              |                                     |
|           | E 100-533110-210 | PROFESSIONAL SERVICES                     | \$216.35                                  | 391069       | MONOPOLE PROF. SERVICES             |
|           | <b>Total</b>     | <b>SHORT ELLIOTT HENDRICKSON INC</b>      | \$216.35                                  |              |                                     |
| Paid Chk# | 035845           | 8/21/2020                                 | <b>SITEONE LANDSCAPE SUPPLY</b>           |              |                                     |
|           | E 100-555510-240 | REPAIR AND MAINTENANCE                    | \$158.00                                  | 102118449-00 | PARKS-REPAIR & MAINTENANCE          |
|           | <b>Total</b>     | <b>SITEONE LANDSCAPE SUPPLY</b>           | \$158.00                                  |              |                                     |
| Paid Chk# | 035846           | 8/21/2020                                 | <b>SOPER GRADING &amp; EXCAVATING, LL</b> |              |                                     |
|           | E 400-533311-854 | STREET IMPROVEMENTS                       | \$622,397.02                              | 2020-01 #4   | STREET & UTILITY PROJECT PAYMENT #4 |
|           | E 400-533440-475 | STORMWATER IMPROVEMEN                     | \$10,583.25                               | 2020-01 #4   | STREET & UTILITY PROJECT PAYMENT #4 |
|           | G 601-184313     | COLLECTION MAINS AND ACCES                | \$110,723.12                              | 2020-01 #4   | STREET & UTILITY PROJECT PAYMENT #4 |
|           | G 400-156200     | DUE FROM LIGHT & WATER                    | \$55,085.12                               | 2020-01 #4   | STREET & UTILITY PROJECT PAYMENT #4 |
|           | <b>Total</b>     | <b>SOPER GRADING &amp; EXCAVATING, LL</b> | \$798,788.51                              |              |                                     |
| Paid Chk# | 035847           | 8/21/2020                                 | <b>STREICHER S POLICE EQUIPMENT</b>       |              |                                     |
|           | E 100-522120-346 | UNIFORMS                                  | (\$220.96)                                | CM285939     | PD-UNIFORMS                         |
|           | E 100-522120-346 | UNIFORMS                                  | \$19.98                                   | I1419545     | PD-UNIFORMS                         |
|           | E 100-522120-346 | UNIFORMS                                  | \$33.98                                   | I1419556     | PD-UNIFORMS                         |
|           | E 100-522130-346 | UNIFORMS                                  | \$9.99                                    | I1419557     | PD-UNIFORMS                         |
|           | E 100-522120-346 | UNIFORMS                                  | \$258.96                                  | I1419722     | PD-UNIFORMS                         |

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

08/26/20 2:16 PM

Page 19

**AUGUST 2020**

|   |                           | Check Amt      | Invoice                                   | Comment                              |
|---|---------------------------|----------------|---|--------------------------------------|
| E 100-522120-346                                | UNIFORMS                  | \$220.96       | I1431214                                  | PD-UNIFORMS                          |
| E 100-522120-346                                | UNIFORMS                  | \$44.99        | I1431390                                  | PD-UNIFORMS                          |
| E 100-522120-346                                | UNIFORMS                  | \$14.99        | I1433702                                  | PD-UNIFORMS                          |
| E 100-522120-346                                | UNIFORMS                  | \$1,774.78     | I1442548                                  | PD-UNIFORMS-BAILEY                   |
| E 100-522120-347                                | SUPPLIES AND EXPENSES     | \$84.98        | I1445132                                  | PD-SUPPLIES & EXPENSES               |
| <b>Total STREICHER S POLICE EQUIPMENT</b>       |                           | \$2,242.65     |   |                                      |
| <hr/>   |                           |                |   |                                      |
| Paid Chk#                                       | 035848                    | 8/21/2020      | <b>SYMBIONT</b>                           |                                      |
| G 601-185334                                    | SECONDARY TREATMENT EQUIP | \$632.50       | 51136                                     | CWRC-PRELIM PHOSPHORUS PLAN          |
| G 601-185335                                    | ADVANCED TREATMENT EQUIPM | \$9,958.83     | 51138                                     | CWRC-PRELIM STORAGE TANK REPLACEMENT |
| <b>Total SYMBIONT</b>                           |                           | \$10,591.33    |   |                                      |
| <hr/>   |                           |                |   |                                      |
| Paid Chk#                                       | 035849                    | 8/21/2020      | <b>THON, KARIANN</b>                      |                                      |
| R 220-467310                                    | SUMMER/WINTER REC FEES    | \$240.00       | CK REQ                                    | REC-REFUND PLAYGROUND CAMP           |
| <b>Total THON, KARIANN</b>                      |                           | \$240.00       |   |                                      |
| <hr/>   |                           |                |   |                                      |
| Paid Chk#                                       | 035850                    | 8/21/2020      | <b>TIME WARNER CABLE-PO BOX 4639</b>      |                                      |
| E 100-522410-220                                | Internet                  | \$134.98       | 0101                                      | EM-INTERNET                          |
| E 100-522110-225                                | TELEPHONE/COMMUNICATIO    | \$436.39       | 2301                                      | PD-TELEPHONE                         |
| E 100-514700-220                                | Internet                  | \$1,046.45     | 6601                                      | CH-INTERNET                          |
| E 240-555320-210                                | PROFESSIONAL SERVICES     | \$134.98       | 7801                                      | POOL-INTERNET                        |
| <b>Total TIME WARNER CABLE-PO BOX 4639</b>      |                           | \$1,752.80     |   |                                      |
| <hr/>   |                           |                |   |                                      |
| Paid Chk#                                       | 035851                    | 8/21/2020      | <b>UNIFIRST CORPORATION</b>               |                                      |
| E 601-573825-372                                | SAFETY EQUIPMENT          | \$78.35        | 096 1142471                               | CWRC-SAFETY                          |
| <b>Total UNIFIRST CORPORATION</b>               |                           | \$78.35        |   |                                      |
| <hr/>   |                           |                |   |                                      |
| Paid Chk#                                       | 035852                    | 8/21/2020      | <b>VALU RITE CORPORATION</b>              |                                      |
| E 100-515400-210                                | PROFESSIONAL SERVICES     | \$1,125.00     | CK REQ                                    | ASSESSOR-COMM. MAINTENANCE           |
| E 100-515400-219                                | REVALUATION               | \$866.66       | CK REQ                                    | ASSESSOR-REVALUATION                 |
| <b>Total VALU RITE CORPORATION</b>              |                           | \$1,991.66     |   |                                      |
| <hr/>   |                           |                |   |                                      |
| Paid Chk#                                       | 035853                    | 8/21/2020      | <b>WALLACE TREE &amp; LANDSCAPE, INC.</b> |                                      |
| E 100-533210-353                                | MAINTENANCE PARTS         | \$1,500.00     | 146                                       | DPW-MAINTENANCE PARTS                |
| <b>Total WALLACE TREE &amp; LANDSCAPE, INC.</b> |                           | \$1,500.00     |   |                                      |
| <hr/>   |                           |                |   |                                      |
| Paid Chk#                                       | 035854                    | 8/21/2020      | <b>WM CORPORATE SERVICES</b>              |                                      |
| E 100-533440-295                                | STREET SWEEPING           | \$2,724.21     | 0059524-2286-                             | DPW-SWEEPING                         |
| <b>Total WM CORPORATE SERVICES</b>              |                           | \$2,724.21     |   |                                      |
| <hr/>   |                           |                |   |                                      |
| Paid Chk#                                       | 035855                    | 8/21/2020      | <b>ZARNOTH BRUSH WORKS INC</b>            |                                      |
| E 100-533440-295                                | STREET SWEEPING           | \$738.00       | 0181330-IN                                | DPW-STREET SWEEPING                  |
| <b>Total ZARNOTH BRUSH WORKS INC</b>            |                           | \$738.00       |   |                                      |
| <hr/>   |                           |                |   |                                      |
| Paid Chk#                                       | 035856                    | 8/21/2020      | <b>ZUNKER, AMY</b>                        |                                      |
| R 220-467329                                    | SUMMER SOCCER             | \$55.00        | CK REQ                                    | REC-REFUND FALL SOCCER               |
| <b>Total ZUNKER, AMY</b>                        |                           | \$55.00        |   |                                      |
| <b>111300 PWSB Checking</b>                     |                           | \$1,411,608.35 |   |                                      |



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

08/26/20 2:16 PM  
Page 20

AUGUST 2020

Check Amt    Invoice    Comment

**Fund Summary**

**111300 PWSB Checking**

|                               |                |
|-------------------------------|----------------|
| 100 GENERAL FUND              | \$193,822.00   |
| 200 CEMETERY FUND             | \$226.91       |
| 210 ROOM TAX FUND             | \$4,984.39     |
| 220 RECREATION PROGRAMS FUND  | \$5,832.19     |
| 221 FUEL SYSTEM - WASH BAY    | \$6,340.01     |
| 240 SWIMMING POOL FUND        | \$261.66       |
| 260 LIBRARY FUND              | \$22,568.36    |
| 350 TIF DISTRICT FUND #4      | \$91,913.72    |
| 351 TIF DISTRICT FUND #5      | \$82,832.19    |
| 353 TIF DISTRICT #6           | \$58,654.13    |
| 400 CAPITAL IMPROVEMENTS FUND | \$745,591.14   |
| 601 WATER RECYCLING CENTER    | \$191,575.32   |
| 700 RISK MANAGEMENT FUND      | \$7,006.33     |
|                               | <hr/>          |
|                               | \$1,411,608.35 |



City of Cedarburg

## City Administrator's Report

August 27, 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 is working on Business Park related items. The grading is underway and the landscape is changing.

The paving and restoration is completed for the 2020 Street & Utility project. The completion date for the sewer project on Park Circle has been extended to September 4. Asphalt repair work will take place over two days mostly on the southbound lane from Jackson Street to Lincoln Blvd.

The Public Works Crew is working on street painting, catch basins, street sweeping, and brush pick up.

**Parks, Recreation & Forestry**— The Community Gym floor is being resurfaced this week. The Fall/Winter Activity Recreation Guide will go online next week. The flag football and soccer programs began last week. The parking lot at Prairie View park has been increased. Security cameras will be installed this week in Cedar Creek Park.

**Library**— The Cedarburg Public Library worked with the School District to provide virtual library cards to students in grades 5—12. The CPL is the only library in the County to offer virtual library cards to students. Both entities are excited and hope to collaborate on more projects. Director Pierschalla thanked Public Works Superintendent Bublitz for taking the last of the shelving that was removed and not sold from the Library for social distancing. Four part-time positions are open at the Library. The Library is participating in the Ozaukee Big Read with The Friends of Cedarburg Green on a book involving the environment.

**Water Recycling Center**— The Utility is cleaning sewer lines on the east side of Washington Avenue and repairing catch basins. The plant is getting very positive results after changing some chemicals.

**Clerk** — The Department is starting to prepare for sending out approximately 2300 absentee ballots at the end of September for the November 3 General Election. Pollworkers are needed for November.

**Police**— Cedarburg Police Officers are meeting with Cedarburg School staff to become familiar with the new school layouts.

**Economic Development**— There is a lot of good business movement in the downtown area.

**Light & Water**—The bid for the new \$2.2 million water tower was awarded to Chicago Bridge & Iron. The project will start this fall and be completed in October 2021. The office is moving from a four billing cycle to a single billing cycle by spring. A proposed 5% (.85¢/mo.) water rate increase is moving forward after settling a dispute with the State. Water and electric demands have increased due to the dry warm weather and people staying home. There will only be a small window of time between October 1 and November 15 that the utility will be allowed to disconnect services for non-payment.

**Senior Center**—The September/October Senior Newsletter will go out this week. Director Suppinger thanked all who participated in their raffle that raised \$275.

**City Administrator**— I will be on vacation next week; however, I may be reached at home if needed.

Respectfully submitted,

Mikko Hilvo  
City Administrator