

**CITY OF CEDARBURG  
MEETING OF COMMON COUNCIL  
May 24, 2021 – 7:00 P.M.**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, will be held on **Monday, May 24, 2021 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. PUBLIC HEARINGS
  - A. A Public Hearing will be conducted regarding the application for Community Development Block Grant-Public Facilities Program Funds. The public is invited to attend to learn about ADA improvements proposed to city properties and provide comments on the proposed improvements. (Close public hearing)
  - B. A second Public Hearing will be conducted regarding the application for Community Development Block Grant-Public Facilities Program funds. The public is invited to attend to learn about improvements proposed to the Senior Center and provide comments on the proposed improvements. (Close public hearing)
8. APPROVAL OF MINUTES – May 10 and May 17, 2021 Common Council minutes\*
9. NEW BUSINESS

- A. Consider July 4<sup>th</sup> Parade Proposal from Chamber of Commerce; and action thereon\*
- B. Consider request from the American Legion Auxiliary to close Hilbert Avenue between Portland Road/Spring Street for a Car Show/Vendor Event on June 12, 2021 from 7:00 am. - 6:00 p.m.; and action thereon\*
- C. Consider Mayor O’Keefe’s appointments to various Boards, Committees, and Commissions; and action thereon
- D. Consider 2020 Compliance Maintenance Annual Report (CMAR) for the Wastewater Treatment Plant and Resolution No. 2021-09 accepting the Report; and action thereon\*
- E. Consider approval of professional services contract amendment with Concord Group for project management through the remainder of the Hwy 60 Business Park development; and action thereon\*
- F. Consider approval of engineering services contract amendment with RA Smith for the Hwy 60 Business Park for additional services to date and secondary access conceptual layout analysis; and action thereon\*
- G. Discussion on Special Council Meeting on June 21, to set the 2022 budget parameters; and action thereon
- H. Consider payment of bills dated 05/01/2021 through 05/14/2021, transfers for the period 05/01/2021 through 05/21/2021 and payroll for period 05/02/2021 through 05/15/2021; and action thereon\*
- I. Consider License Applications; and action thereon
  1. Consider approval of new Operator’s License applications for the period ending June 30, 2021 for Paige M. Kleinhans and Jakob I. Ryneerson\*\*\*
  2. Consider approval of new Operator’s License applications for the period ending June 30, 2022 for Pamela J. Helf and Natalie J. Heinrich\*\*\*
  3. Consider approval of renewal Operator’s License applications for the period ending June 30, 2022 for: \*\*\*

Carol A. Ameen	H. Michael Hagerman	Cynthia M. Larson
Stephanie J.L. Baldwin	Michael G. Harrington	Mark E. Larson
Joey M. Baumle	Jake Hebda	Jason D. Mutza
Marcene L. Beischer	Sarah L. Hepburn	Jamie N. Nevins
Michael A. Bourbonais	Jill Hepburn	Nicholas M. Nevins
Mark S. Brock	Leslie E. Heppe	Constance J. Niebauer
Jonathan M. Brumwell	Elizabeth D. Hoffman	Annmarie J. Oswald
Jody L. Brzezinski	B.J. Homayouni	Robert L. Parson
Daniel M. Burbach	Madissen M. Homayouni	Michael J. Reimer
Karen T. Cannon	Payman Homayouni	Erin A. Riley

Ron A. Carr  
Shane R. Cassidy  
Callen L. Cummings  
Christine M. Curran  
Eva M. Danner  
Edward J. Dettloff  
Gerald C. Driscoll  
Jonathan P. Dunne  
Mallory C. Fox  
Christina Gabrielson  
Jeanette L. Gabrys  
Blaine E. Gibson  
Eric E. Grassel  
Angela L. Habermann  
Christine M. Habich

Susan E. Hoppe  
Brian M. Jackson  
Katherine A. Jackson  
Teri L. Jackson  
Christine M. Jackson  
Elizabeth A. Jacobson  
Anne E. Johnson  
MaryLee Katzka  
Randall H. Kison  
Paige M. Kleinhans  
Audrey L. Krick  
Angela M. Kroner  
Samantha J. Landre  
Diane M. Lane  
Kathleen A. Lanser

Jakob I. Ryneerson  
Deborah A. Sajdak  
James M. Salp  
Jake J. Shanovich  
Jean Snow Lambo  
Michelle L. Taraboi  
Ethan E. Taylor  
Kerry K. Tharp  
Robert R. Vanderloop  
Clarey B. Wamhoff  
Michelle Welch  
John A. Welk  
Amy L. Whitney  
Stephen R. Wilson  
James W. Zipter

10. REPORTS OF CITY OFFICERS AND DEPARTMENT HEADS

- A. Administrator's Report\*

11. COMMUNICATIONS

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

12. 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. Specifically, to be discussed are items B and C.

- A. Approval of closed session minutes – May 10 and May 17, 2021  
B. Discussion on a possible boundary agreement between the City of Cedarburg and the Town of Cedarburg  
C. Discussion on application to alter a highway on a line between the Town of Cedarburg and the City of Cedarburg, relating to the connection of Forward Way to Hilltop Drive, and related intergovernmental agreement

13. RECONVENE TO OPEN SESSION

- A. Consider Resolution 2021-10 authorizing the application to alter a highway on a line between the Town of Cedarburg and the City of Cedarburg; 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.

5/20/21 tas

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



**NOTICE OF CITIZEN PARTICIPATION PUBLIC HEARING #1  
CITY OF CEDARBURG – COMMON COUNCIL**

NOTICE IS HEREBY GIVEN THAT the Common Council of the City of Cedarburg, Wisconsin will conduct a PUBLIC HEARING regarding its proposed application for Community Development Block Grant – Public Facilities Program (CDBG-PF) funds. The public is invited to attend to learn about ADA improvements proposed to City properties and provide comments on the proposed improvements.

The PUBLIC HEARING on this request will be held on **Monday, May 24, 2021 at 7:00 p.m.** utilizing the Zoom app. Interested persons wishing to be heard are invited to attend. Please email [mhilvo@ci.cedarburg.wi.us](mailto:mhilvo@ci.cedarburg.wi.us) and request the Zoom link. If you are unable to attend, written comments may be submitted to the City Clerk's Office prior to the hearing.

Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities. Please contact the City Clerk's Office at (262) 375-7606.

Dated this 27th day of April, 2021.

Tracie Sette  
City Clerk



**NOTICE OF CITIZEN PARTICIPATION PUBLIC HEARING #2  
CITY OF CEDARBURG – COMMON COUNCIL**

NOTICE IS HEREBY GIVEN THAT the Common Council of the City of Cedarburg, Wisconsin will conduct a second PUBLIC HEARING regarding its proposed application for Community Development Block Grant – Public Facilities Program (CDBG-PF) funds. The public is invited to attend to learn about improvements proposed to the Senior Center and provide comments on the proposed improvements.

The PUBLIC HEARING on this request will be held on **Monday, May 24, 2021 at 7:00 p.m.** utilizing the Zoom app. Interested persons wishing to be heard are invited to attend. Please email [mhilvo@ci.cedarburg.wi.us](mailto:mhilvo@ci.cedarburg.wi.us) and request the Zoom link. If you are unable to attend, written comments may be submitted to the City Clerk's Office prior to the hearing.

Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities. Please contact the City Clerk's Office at (262) 375-7606.

Dated this 27th day of April, 2021.

Tracie Sette  
City Clerk



**CITY OF CEDARBURG  
COMMON COUNCIL  
May 10, 2021**

**CC20210510-1  
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held online on Monday, May 10, 2021, 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 Bublit, Jack Arnett, Kristin Burkart, Rick Verhaalen, Robert Simpson, Patricia Thome, Barbara Lythjohan

Also Present - City Administrator Mikko Hilvo, City Attorney Michael Herbrand, Deputy City Clerk Amy Kletzien, Finance Director/Treasurer Christy Mertes, Director of Engineering and Public Work Mike Wieser, City Planner Jon Censky, Paul Frantz of Baker Tilly, 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. Citizen’s present were welcomed and encouraged to provide their input during the citizen comment portion of the meeting.

**COMMENTS AND SUGGESTIONS FROM CITIZENS** – None

**PRESENTATION OF THE 2020 AUDIT REPORT; AND DIRECTION THEREON**

Paul Frantz of Baker Tilly Virchow Krause, LLP presented the results of the 2020 City audit.

**Audit Objective**

The objective of the audit is to express their opinion on the financial statements of the City of Cedarburg as of December 31, 2020.

**Financial Statements**

o **Audit Opinion**

After tonight's review they will issue an opinion based on the Council's recommendation and approval. An unmodified opinion is the highest level of assurance that the City can receive from the external auditors. It means that the financial statement document has all accounting principles applied consistently between years, in allowance of generally accepted accounting principles. This is the ultimate outcome that you are looking for when receiving an audit.

o **Management's Discussion and Analysis**

This is a good comparative. It is a narrative written by management that talks about the activity that took place in 2020 and does a good job of summarizing this in plain English.

o **Financial Highlights - Governmental Funds**

- General Fund - Revenues were \$9,055,845 compared to expenditures of \$9,229,320.
- Other Sources (uses) - \$592,907.
- End of Year Fund Balance - \$3,775,640.
  - o Fund Balance consist of Non-spendable (prepaid item) \$220,782, Assigned (for future years use) \$214,859, and Unassigned (deficit) \$3,339,999.
- Health of General Fund Reserves – They recommend a range of unassigned fund balance of 10 – 25% of the budgeted expenditures of the subsequent year. The City has a healthy 35%.
- Budgetary Compliance – The City budgeted a fund balance of (\$31,964) but ended up with an actual increase of \$451,396 for a positive difference of \$419,432.
- Capital Improvement Fund Balance - \$1,284,209.
- TID No. 4 District - \$640,707.
- TID No. 6 District - \$4,472,077.
- Debt Service Fund - \$429,689.
- Non-major Government Funds \$3,059,138.
- Proprietary Funds – Unrestricted and Restricted Cash Balance – Light & Water Utility Operating Income - \$1,708,727 with a Net position at the end of the year of \$48,056,584. Fund Balance and Net Position are not the same. The available cash in the utilities is \$10,147,658. The Sewer Utility has available cash of \$6,546,077.
- Long-Term Debt is \$23,979,760. The City has the ability to borrow up to 5% of the equalized value, which is \$77,421,945 with the capacity to borrow an additional \$54,233,991.

o **Communication Letter**

One material weakness was identified: Internal controls over financial reporting. This is a very common material weakness that is given to 90 – 95% of their clients. This means that the City does not have a CPA that specializes in governmental accounting on staff to prepare the financial statement document. There is a cost benefit to this, and the City has chosen to outsource this function. They receive cooperation and have limited journal entries. The City has good solid individuals in place making good decisions and keeping the Council up to-date.

- o Two-way communication regarding the audit – looking for feedback from the Common Council.
- o Other comments and recommendations – recommendations were made to management resulting from the audit.
- o Required communication to those charged with governance – lists any new accounting principles that were adopted during the course of the year along with accounting estimates that were evaluated and used by management. This communication also indicates that they did not have any disagreements with management during the audit. Mr. Frantz stated that the City is very fortunate to have Finance Director/Treasurer Mertes. He cannot communicate this to every client. He thanked her for making the audit process go smooth.

Lastly, they list the non-services that they provided for the City and declare their independence.

**APPROVAL OF MINUTES**

Motion made by Council Member Thome, seconded by Council Member Bublitz, to approve the May 10, 2021 Common Council minutes. Motion carried without a negative vote.

**NEW BUSINESS**

**CONSIDER MAYOR O'KEEFE'S APPOINTMENTS TO VARIOUS BOARDS, COMMITTEES, AND COMMISSIONS; AND ACTION THEREON**

Council Member Arnett stated that Garth Cole asked to be replaced on the Finance Committee, due to time conflicts.

Motion made by Council Member Verhaalen, seconded by Council Member Thome, to approve Mayor O'Keefe's appointments to various boards, commissions, and committees with the exception of the appointment of Garth Cole to the Finance Committee. Motion carried without a negative vote.

**ANNUAL REVIEW AND CERTIFICATION OF CODE OF ETHICS**

The Common Council reviewed and certified the Code of Ethics.

**CONSIDER OUTDOOR ALCOHOL BEVERAGE LICENSE FOR STAGECOACH INN/FIVE 20 SOCIAL STOP, W61 N520 WASHINGTON AVENUE (LANDMARKS COMMISSION 4/22/21; PLAN COMMISSION 5/3/21); AND ACTION THEREON**

Planner Censky explained that this request has gone before the Landmarks Commission and the Plan Commission. Mr. Conley explained to the Plan Commission that the area is not completely fenced in due to the fact that it is being used as a parking lot. The area also has various entry points that were approved by Police Chief Frank. Although they are currently using this space short-term, they may end up taking more permanent control measures if they decide to continue the use long term. As a result, the Plan Commission approved the request with the contingency that the Petitioners will resubmit their plans to the Plan Commission next year, if they wish to continue operation in this area next year.

Motion made by Council Member Bublitz, seconded by Council Member Simpson, to approve the outdoor alcohol beverage license for Stagecoach Inn/Five 20 Social Stop, W61, N520 Washington Avenue as amended for this year only as recommended by the Plan Commission. Motion carried without a negative vote.

**CONSIDER OUTDOOR ALCOHOL BEVERAGE LICENSE FOR NEW FORTUNE ASIAN CUISINE, W62 N547 WASHINGTON AVENUE (LANDMARKS COMMISSION 4/22/21; PLAN COMMISSION 5/3/21); AND ACTION THEREON**

Planner Censky explained that this request has gone before the Landmarks Commission and the Plan Commission. As presented, the ingress and egress for this area will only be allowed through their restaurant and the petitioner will be required to install a Code compliant emergency access gate as a condition of Plan Commission approval.

Motion made by Council Member Thome, seconded by Council Member Bublitz, to approve the outdoor alcohol beverage license for New Fortune Asian Cuisine, W62, N547 Washington Avenue contingent upon review and approval of the emergency exit gate by the Fire Department or Building Inspection. Motion carried without a negative vote.

**CONSIDER PAYMENT OF BILLS DATED 04/17/2021 THROUGH 04/30/2021, TRANSFERS FOR THE PERIOD 04/24/2021 THROUGH 05/04/2021 AND PAYROLL FOR PERIOD 04/18/2021 THROUGH 05/01/2021; AND ACTION THEREON**

Motion made by Council Member Bublitz, seconded by Council Member Lythjohan, to approve payment of bills dated 04/17/2021 through 04/30/2021, transfers for the period 04/24/2021 through 05/04/2021 and payroll for the period 04/18/2021 through 05/01/2021. Motion carried without a negative vote.

**CONSIDER LICENSE/PERMIT APPLICATIONS; AND ACTION THEREON**

Motion made by Council Member Bublitz, seconded by Council Member Lythjohan, to approve new Operator License application for the period ending June 30, 2021 for Denisa E. Demczak. Motion carried without a negative vote.

Motion made by Council Member Thome, seconded by Council Member Simpson, to approve 2021-2022 alcohol, operator, and cigarette licenses for period ending June 30, 2022 as follows:

**Class “A” Fermented Malt Beverage and “Class A” Cider Only (Off-Premise Consumption Only):**

Speedway LLC, 500 Speedway Drive, Enon, OH 45323, Michael R. Weber, Agent, premises to be licensed: W63 N121 Washington Avenue, known as Speedway 4203.

**“Class A” Intoxicating Liquor (Off-Premise Consumption Only):**

Sunshine Winery LLC, W63 N631 Washington Avenue, Cedarburg, WI 53012, Megan Schelwat, Agent, premises to be licensed: W63 N631 Washington Avenue, known as Sunshine Winery.

**Class “A” Fermented Malt Beverage and “Class A” Intoxicating Liquor (Off-Premise Consumption Only):**

Bonus Inc., dba Olsen’s Piggly Wiggly, W61 N286 Washington Avenue, Cedarburg, WI 53012, Ryan L. Olson, Agent, premises to be licensed: W61 N286 Washington Avenue, known as **Olsen’s Piggly Wiggly #201.**

Toto’s Inc., 4600 W. Brown Deer Road, Brown Deer, WI 53223, Jonathan P. Dunne, Agent, premises to be licensed: W63 N157 Washington Avenue, known as **Otto’s Wine and Spirits - Cedarburg.**

Super Sales USA Inc., PO Box 493, Cedarburg, WI 53012, Douglas Gall, Agent, premises to be licensed: W62 N174 Washington Avenue, known as **Citgo Super Sales.**

Wisconsin CVS Pharmacy, LLC, One CVS Drive, M/C 1160, Woonsocket, RI 02895, Dione Jeffrey, Agent, premises to be licensed: W63 N152 Washington Avenue, known as **CVS Pharmacy #8775.**

Frannie’s Market LLC, W61 N486 Washington Avenue, Cedarburg, WI 53012, Sarah Prasser, Agent, premises to be licensed: W61 N486 Washington Avenue, known as **Frannie’s Market.**

Walgreen Co., P.O. Box 901, Deerfield, IL 60015, Deanna Liebelt, Agent, premises to be licensed: W62 N190 Washington Avenue, known as **Walgreens #13620.**

**Class “B” Fermented Malt Beverage and “Class B” Intoxicating Liquor (On or Off-Premise Consumption):**

Ernie’s Wine Bar LLC, N49 W5471 Portland Road, Cedarburg, WI 53012, Benjamin M. Grade, Agent, premises to be licensed: N49 W5471 Portland Road, known as **Ernie’s Wine Bar.**

RCB Group Inc., W63 N699 Washington Avenue, Cedarburg, WI 53012, Richard C. Buser, Agent, premises to be licensed: W63 N699 Washington Avenue, known as **Maxwell’s.**

C. Wieslers Inc., W61 N493 Washington Avenue, Cedarburg, WI 53012, Mike G. Jackson, Agent, premises to be licensed: W61 N493 Washington Avenue, known as **C. Wieslers.**

North 48 Inc., W62 N599 Washington Avenue, Cedarburg, WI 53012, Jordan Z. Cole, Agent, premises to be licensed: W62 N599 Washington Avenue, known as **North 48.**

Thomas Restaurant, LLC, W63 N688 Washington Avenue, Cedarburg, WI 53012, Nicole Thomas, Agent, premises to be licensed: W63 N688 Washington Avenue, known as **Tomaso’s.**

Cedars III LLC, W53 N404 Park Lane, Cedarburg, WI 53012, Michael F. Kowalkowski, Agent, premises to be licensed: W53 N404 Park Lane, known as **Cedars III.**

MacBeebs LLC, Owned by Catherine Heebner, 2512 W. Sunnyside Lane, Mequon, WI 53092, Catherine Heebner, Agent, premises to be licensed: W62 N238 Washington Avenue, known as **Farmstead.**

Anvil Pub & Grille LLC, N70 W6340 Bridge Road, Cedarburg, WI 53012, Donna M. Taylor, Agent, premises to be licensed: N70 W6340 Bridge Road, known as **Anvil Pub & Grille.**

Settlers Inn LLC, W63 N657 Washington Avenue, Cedarburg, WI 53012, Joan D. Dorsey, Agent, premises to be licensed: W63 N657 Washington Avenue, known as **Settlers Inn.**

Cedarburg Art Museum & Society, Inc., W63 N675 Washington Avenue, Cedarburg, WI 53012, Samantha Landre, Agent, premises to be licensed: W63 N675 Washington Avenue, known as **Cedarburg Art Museum.**

Phoa Brothers, Inc., W62 N547 Washington Avenue, Cedarburg, WI 53012, Jimmy Phoa, Agent, premises to be licensed: W62 N547 Washington Avenue, known as **New Fortune Asian Cuisine.**

GG & KR LLC, W62 N630 Washington Avenue, Cedarburg, WI 53012, Gordon M. Goggin, Agent, premises to be licensed: W62 N630 Washington Avenue, known as **The Stilt House.**

Le's Pho LLC, W63 N146 Washington Avenue, Cedarburg, WI 53012, Ly Q. Le, Agent, premises to be licensed: W63 N146 Washington Avenue, known as **Le's Pho.**

Stagecoach 520 LLC, 177 Green Bay Road, Thiensville, WI 53092, Anne M. Conley, Agent, premises to be licensed: W61 N520 Washington Avenue, known as **Stagecoach Inn/Five 20 Social Stop.**

Union House Cedarburg LLC, W62 N559 Washington Avenue, Christopher M. Homayouni, Agent, premises to be licensed: W62 N559 Washington Avenue, known as **Union House Cedarburg.**

The Cheese Wedge, LLC, P.O. Box 698, Slinger, WI 53068, Jessica Youso, Agent, premises to be licensed: N56 W6339 Center Street, known as **The Wedge 53012 "Uncorked."**

Bozeman's Bar LLC, N50 W5586 Portland Road, Cedarburg, WI 53012, Erik Knuth, Agent, premises to be licensed: N50 W5586 Portland Road, known as **Bozeman's Bar.**

Cedarburg Cultural Center Inc., W62 N546 Washington Avenue, Cedarburg, WI 53012, Stephanie Hayes, Agent, premises to be licensed: W62 N546 Washington Avenue and W63 N627 Washington Avenue, known as **Cedarburg Cultural Center and Kuhefuss House Museum.**

Brandywine LLC, W61 N480 Washington Avenue, Cedarburg, WI 53012, Andrew Wilson, Agent, premises to be licensed: W61 N480 Washington Avenue, known as **Brandywine.**

Lime Cantina Inc., W62 N550 Washington Avenue, Cedarburg, WI 53012, Bradley J. Devorkin, Agent, premises to be licensed: W62 N550 Washington Avenue, known as **Lime Cantina.**

Peter Wollner Post #288 of the American Legion, W57 N481 Hilbert Avenue, Cedarburg, WI 53012, James A. Lee, Agent, premises to be licensed: W57 N481 Hilbert Avenue, known as **Peter Wollner Post #288 of the American Legion.**

The Shinery Neenah LLC, P.O. Box 128, Larsen, WI 54947, Troy Reissmann, Agent, premises to be licensed: W63 N678 Washington Avenue, known as **The Shinery Moonshine Co.**

**Class “B” Fermented Malt Beverage (On or Off-Premise Consumption) and “Class C” Wine (On-Premise Consumption):**

Donna M. Taylor, 1441 Keup Road, Grafton, WI 53024, premises to be licensed: N70 W6340 Bridge Road, known as **Cream & Crepe Café.**

J.L. Joyce Enterprises Inc., W63 N144 Washington Avenue, Cedarburg, WI 53012, James P. Joyce, Agent, premises to be licensed: W63 N144 Washington Avenue, known as **Jim’s Grille.**

P.J. Piper LLC, W61 N514 Washington Avenue, Cedarburg, WI 53012, Judith Fergadakis, Agent, premises to be licensed: W61 N514 Washington Avenue, known as **P.J. Piper Pancake House.**

**Class “B” Fermented Malt Beverage (On or Off-Premise Consumption):**

Famous Sals of Cedarburg Wisconsin Inc., W63 N635 Washington Avenue, Cedarburg, WI 53012, Bekim Elmazi, Agent, premises to be licensed: W63 N635 Washington Avenue, known as **Sals Pizza.**

DK Enterprises Inc., 768 5<sup>th</sup> Avenue, Grafton, WI 53024, Daryl Kranich, Agent, premises to be licensed: W62 N601 Washington Avenue, known as **Creamy Pig.**

**“Class B” Winery License (On or Off-Premise Consumption):**

Wollersheim Winery Inc., 7876 Hwy 188, PO Box 87, Prairie Du Sac, WI 53578, Steven F. Danner, Agent, premises to be licensed: N70 W6340 Bridge Road, known as **Cedar Creek Winery.**

The Chiselled Grape Winery Inc., W64 N713 Washington Avenue, Cedarburg, WI 53012, Allen Naparalla, Agent, premises to be licensed: W64 N713 Washington Avenue, known as **The Chiselled Grape Winery.**

**Cigarette Licenses for Period Ending June 30, 2022:**

Bonus Inc. (Olsen’s Piggly Wiggly)  
W61 N286 Washington Avenue

Super Sales USA, Inc. (Citgo)  
W62 N174 Washington Avenue

Speedway LLC  
W63 N121 Washington Avenue

Walgreen Co. (#13620)  
W62 N190 Washington Avenue

Toto's Inc.  
Otto's Wine and Spirits – Cedarburg  
W63 N157 Washington Avenue

**New Operator's Licenses for Period Ending June 30, 2022**

Carol D. Baranyk	Terry D. Quillen
Justin A. Bauer	Kristine M. Schneider
Richard A. Dieffenbach	Jason R. Van Auken
Benjamin C. Nummerdor	Katie L. Weber

**Renewal Operator's Licenses for Period Ending June 30, 2022**

Nicole A. Anderson	James A. Lee
Hannah C. Aronson	Mark J. Leonardelli
Deborah Bath	Pam Lidington
Nicholas L. Behling	Todd R. Luft
Roger E. Behling	Karissa J. Mathias
Lindsey J. Berndt	Brandon J. McCarthy
Tim J. Biloff	Chris J. Morton
Rebecca R. Blau	Carrie G. Mueller
Brian E. Boettcher	Annette Mytko-Kennedy
Mark A. Borden	Shelby L. Neelis
Dave Bretsch	Richard H. Nielsen
Joel M. Christophersen	Hannah T. Noegel
William W. Conley	Polly H. Partain
Emily J. Domaille	Christine L. Pope
Tricia A. Dooley	Bryan J. Price
Thomas M. Dorsey	Heather L. Rappa
Cassandra R.A. Duesing	Ronald H. Reimer
Cynthia M. Dzikowski	Elizabeth A. Reissmann
Eric W. Engstrom	Keaton D. Reissmann
Suzanne V. Ernst	Jennifer L. Richter
Kim M. Esselmann	David P. Richter
Judi K. Even	Zach R. Ringel
Arthur E. Filter	Mark D. Roberts
Sydney K. Gaskell	Richard H. Sauthoff
Paul G. Goetz	Timothy W. Schelwat
Jack P. Goggin	Tyler T. Schemenauer
Andrew W. Heidtke	Tori L. Schone
Madeline J. Hosni	Ryan A. Schoonover
Heather K. Hovland	Richard S. Siefert
Ethan T. Huber	Laura M. Struebing
Dennis F. Jaeger	David E. Taylor
Kristin V. Kamke	Jeff M. Theisen
Lane M. Kassner	Scott R. Thomas
Mark Kennedy	Michele I. Tietz
Charles A. Kison	David L. Vahsholtz



Rebecca U. Knuth  
Melissa A. Korinek  
Bruce A. Krenzke  
Shirley K. Krenzke  
Geoffrey S. Krueger

Benjamin Voith  
Joseph P. Willbrandt  
Captola R. Wolfe-Bacher  
Jeffrey A. Wrobbel  
John E. Zarling

Motion carried without a negative vote.

### **ADMINISTRATOR'S REPORT**

City Administrator Hilvo added that the Police Department received a State grant for speed enforcement.

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

### **COMMENTS AND ANNOUNCEMENTS BY COUNCIL MEMBERS**

Council Member Bublitz recognized Debra Goeks for her time and exceptional contributions to the Library Board for twenty-one years.

Council Member Verhaalen encouraged Forester Westphal to watch for grant money that may become available for Gov. Tony Evers pledge to plant 75M trees by the end of the decade.

Council Member Arnett stated that 52% of Ozaukee County residents are vaccinated and he encouraged people to get vaccinated to reach herd immunity.

### **MAYOR REPORT**

Mayor O'Keefe presented a Proclamation for Poppy Month as a reminder to the price of war and the debt owed to those who have died in war.

### **ADJOURNMENT – CLOSED SESSION**

Motion made by Council Member Thome, seconded by Council Member Arnett, to adjourn to closed session at 7:38 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, specifically, discussion on application to alter a highway on a line between the Town of Cedarburg and the City of Cedarburg, relating to the connection of Forward Way to Hilltop Drive, and related intergovernmental agreement. Approval of April 26, 2021 closed session minutes. Motion carried on a roll call vote with Council Members Bublitz, Arnett, Burkart, Verhaalen, Simpson, Thome, and Lythjohan in favor.

**RECONVENE TO OPEN SESSION**

Motion made by Council Member Thome, seconded by Council Member Arnett, to reconvene to open session at 8:32 p.m. Motion carried on a roll call vote with Council Members Bublitz, Arnett, Burkart, Verhaalen, Simpson, Thome, and Lythjohan voting aye.

**ADJOURNMENT**

Motion made by Council Member Arnett, seconded by Council Member Bublitz, to adjourn the meeting at 8:34 p.m. Motion carried without a negative vote.

Amy D. Kletzien, MMC/WCPC  
Deputy City Clerk

**CITY OF CEDARBURG  
COMMON COUNCIL  
May 17, 2021**

**CC20210517-1  
UNAPPROVED**

A special meeting of the Common Council of the City of Cedarburg, Wisconsin, was held in person at the City Hall Council Chambers, W63 N645 Washington Avenue, Cedarburg, on Monday, May 17, 2021.

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

Excused – Council Member Sherry Bublitz

Also Present – City Administrator Mikko Hilvo, Attorney Michael Herbrand and City Clerk Tracie Sette and Planner Jon Censky

**STATEMENT OF PUBLIC NOTICE**

At Mayor O’Keefe’s request, City Clerk Sette 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.

**ADJOURN TO CLOSED SESSION**

A motion was made by Council Member Thome and seconded by Council Member Burkart, at 7:10 p.m., to 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. Specifically discussed was the potential boundary agreement between the City of Cedarburg and the Town of Cedarburg and the application to alter a highway on a line between the Town of Cedarburg and the City of Cedarburg relating to the connection of Forward Way to Hilltop Drive, and related intergovernmental agreement. Motion carried on a roll call vote with Council Members, Arnett, Verhaalen, Thome, Lythjohan, Simpson and Burkart voting aye, (6-0) and Council Member Bublitz excused.

**RECONVENE TO OPEN SESSION**

Open session reconvened at 8:59 p.m.

**ADJOURNMENT**

A motion was made by Council Member Arnett and seconded by Council Member Verhaalen, to adjourn the meeting at 9:00 p.m. Motion carried without a negative vote with Council Member Bublitz excused.

Tracie Sette  
City Clerk

## CITY OF CEDARBURG

**MEETING DATE:** May 24, 2021

**ITEM NO: 9.A.**

**TITLE:** Consider July 4th Parade Proposal from Chamber of Commerce; and action thereon\*

**ISSUE SUMMARY:** For countless years, it has been the pride of the Cedarburg Chamber of Commerce to present the 4th of July Parade & Hometown Celebration for the community. After last year's unfortunate cancellations, they are looking for ways to host again in 2021, understanding that it is not a comfortable situation for everyone – including both parade participants and spectators. For that reason, the Cedarburg Chamber, working closely with Cedarburg Police Department and Cedarburg Fire Department, has come up with a plan they feel offers the best way to hold the parade safely. With their assurance of support and enforcement, plus the support of the city, they hope to look forward to another patriotic day in Cedarburg on Sunday, July 4 starting at 11 a.m.

**STAFF RECOMMENDATION:** Approve of holding July 4<sup>th</sup> parade

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:** None

**BUDGETARY IMPACT:** None

**ATTACHMENTS:** Proposal from Chamber of Commerce including map

**INITIATED/REQUESTED BY:** Maggie Dobson, Chamber of Commerce

**FOR MORE INFORMATION CONTACT:** Maggie Dobson (262) 377-5856



Mayor Mike O'Keefe  
City of Cedarburg Common Council  
PO Box 47  
Cedarburg, Wisconsin 53012

May 24, 2021

Dear Mayor O'Keefe,

For countless years, it has been the pride of the Cedarburg Chamber of Commerce to present the 4th of July Parade & Hometown Celebration for the community. After last year's unfortunate cancellations, we are looking for ways to host again in 2021, understanding that it is not a comfortable situation for everyone – including both parade participants and spectators.

For that reason, the Cedarburg Chamber, working closely with Cedarburg Police Department and Cedarburg Fire Department, has come up with a plan we feel offers the best way to hold the parade safely. With their assurance of support and enforcement, plus the support of the city, we hope to look forward to another patriotic day in Cedarburg on Sunday, July 4 starting at 11 a.m.

While we know the CDC has recently relaxed guidelines surrounding the pandemic for vaccinated people, we feel that Cedarburg could be seen in a bad light if we don't appear to have thought this through and offered precautions for those who still might not be comfortable in a large group situation. We want to do our best to accommodate all and still hold this event in 2021.

Thank you for working together with us to make this happen for our community.

Sincerely,

Maggie Dobson  
Executive Director  
Cedarburg Chamber of Commerce

**Attachments**

Proposal for temporary revision to parade route  
Proposal for temporary amendment to July 3 "chair ordinance"  
Parade participant rules & list of other proposed changes

The Cedarburg Chamber of Commerce has worked diligently to create a new set of plans for the #CedarburgStrong 2021 4<sup>th</sup> of July Parade, set for Sunday, July 4 at 11 a.m.

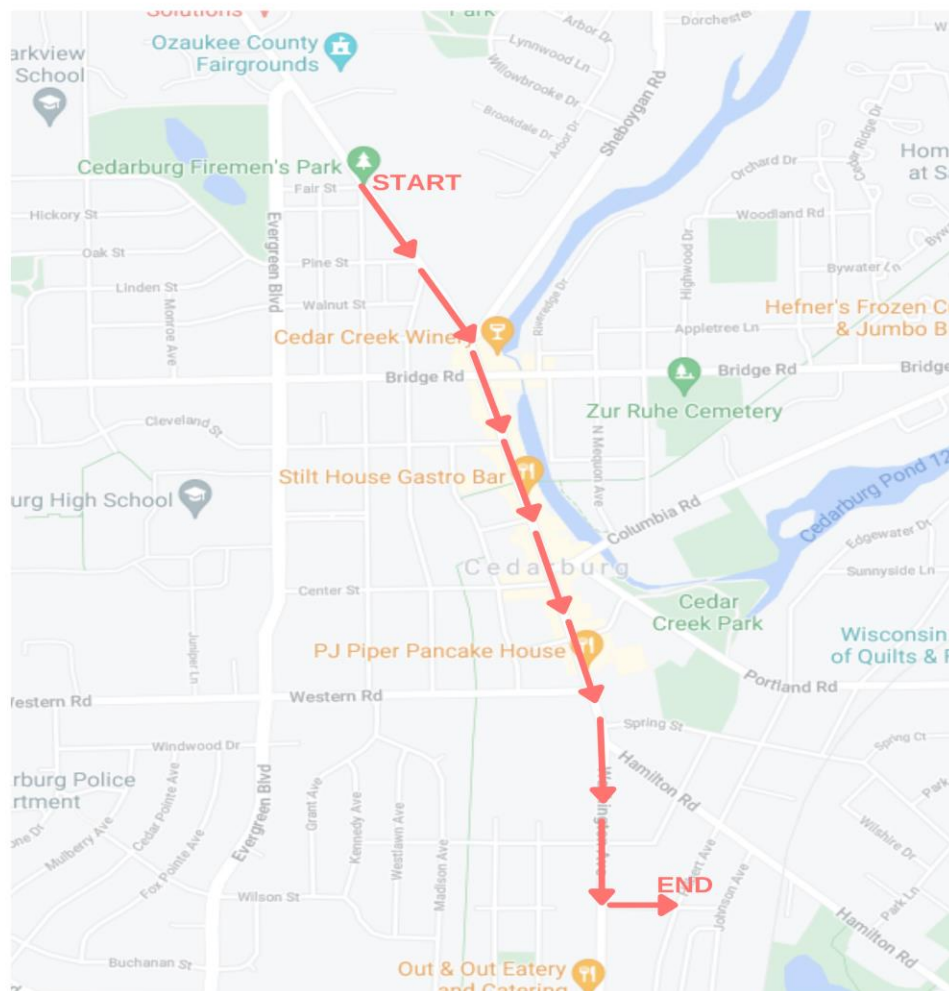
### 1) Extended 2021 parade route

- While crowd sizes can't be controlled, we hope to allow for as much spacing as possible. For this reason, we will begin at the original Fireman's Park starting point and move through downtown Cedarburg, but extend south to Wurthmann Street, turning left and ending at the corner of Hilbert and Wurthmann. **This is a 40% increase in the length of our parade, allowing for spectators to spread out.**

### Proposed 2021 Parade Route - July 4

Staging and start at Fireman's Park as usual;  
continue to Wurthmann & Hilbert where indicated.

This allows for an additional half mile of seating on Washington Ave. and 1/10th of a mile on Wurthmann.  
Float exit will continue on Wurthmann to Johnson, then left or right to get to Hamilton or Lincoln.



## 2) Temporary amendment/modification to July 3 chair ordinance\*\*

- While we understand that the daylong “seat saving” on July 3 is a fun and longstanding tradition for many, eliminating a second gathering that needs to be patrolled and monitored is important to the safety logistics of this year’s parade. We ask for a temporary modification to Ordinance 2018-04

### ORDINANCE NO. 2018-04

An Ordinance Relating Blocking of Sidewalks

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

SECTION 1. Section 11-2- 7 of the Municipal Code of the City of Cedarburg is hereby amended as follows: SEC.11-2-7 OBSTRUCTING STREETS AND SIDEWALKS PROHIBITED.

(a) Obstructing Streets. No person shall stand, sit, loaf or loiter or engage in any sport or exercise on any public street, bridge or public ground within the City in such manner as to prevent or obstruct the free passage of pedestrian or vehicular traffic thereon or to prevent or hinder free ingress or egress to or from any place of business or amusement, church, public hall or meeting place.

**(b) Blocking Sidewalk Prohibited. No person shall block any sidewalk by obstructing the same so that it is impossible for a pedestrian to travel along the sidewalk without leaving the sidewalk and walking on adjacent property or on the street. Chairs and other like obstacles for viewing of the 4th of July parade shall not be placed on any sidewalk prior to 7:00 p.m. the night before the parade. No items shall be affixed or attached to any trees, plantings, or fixtures in the right-of-way.**

SECTION 2. This ordinance shall take effect upon its passage and publication as provided by law. Passed and adopted this 14th day of May, 2018.

### ***Proposed amendment:***

**(b) Blocking Sidewalk Prohibited. No person shall block any sidewalk by obstructing the same so that it is impossible for a pedestrian to travel along the sidewalk without leaving the sidewalk and walking on adjacent property or on the street. Chairs and other like obstacles for viewing of the 2021 4th of July parade shall not be placed on any sidewalk prior to 8:00 a.m. on Sunday, July 4, 2021. No items shall be affixed or attached to any trees, plantings, or fixtures in the right-of-way.**

***\*\*With this, we respectfully ask that the Chamber/City be united in messaging, emphasizing that this change is a necessary part of what makes our parade possible this year, and also for a partnership with CPD to enforce this temporary change on July 3, 2021.***

**3) In addition to the above changes, the Chamber will also uphold the following:**

- **LIMITED PARADE ENTRIES** to around 50, first come first served
- **LIMITED HANDOUTS** – we will allow candy this year but will create a “digital flyer” for businesses and organizations to use for promotion. This allows for advertising beyond the parade, as it can be seen by spectators and those who stay at home
- **LIMITED ADVERTISING** – we hope to bring the parade back to its roots and make it a true Cedarburg hometown celebration
- **JOINT MESSAGING** with the City – we need to be a united front to help the public understand that we’re all in this together to make it a great event for Cedarburg.
- **ENCOURAGED PHYSICAL DISTANCING AND MASKS** for both parade participants and spectators
- Record or livestream the parade (TBD)
- Eliminate the VIP viewing area because of limited staff and inability to properly monitor (this year only)

**Approved motion from Cedarburg Chamber of Commerce Board of Directors Meeting, Wednesday, May 12, 2021:**

Motion to move forward with the parade with extended route, with buy in from city/police/fire dept, and enforcement of no chair rule. Limited advertisement with the city to local community. Electronic option for flyers. Limited float entrance. No handouts. Encourage mask wearing.



CITY OF CEDARBURG  
W63 N645 Washington Avenue  
P. O. Box 49  
Cedarburg, WI 53012

City Clerk

Phone: (262) 375-7606  
Fax: (262) 375-7906

APPLICATION FOR STREET USE PERMIT

(Block Party)  
Name of Applicant AMERICAN LEGION AUXILIARY  
CHRISTINE SKIDMORE Phone No. 262 399-8788

Address 549 GREEN BAY RD CEDARBURG WI 53012  
Street City State Zip

Responsible Person (if other than applicant) N/A

Address \_\_\_\_\_  
Street City State Zip

Area Requested HILBERT AVE BETWEEN PORTLAND RD & SPRING ST

Date JUNE 12, 2021 Starting Time 7am Ending Time 6pm

Approximate number of persons for whom proposed street area is being requested 200+

Proposed use for which Street Use Permit is being requested (describe in detail) \_\_\_\_\_

PARKING SHOW CARS FOR CAR SHOW / VENDOR EVENT

APPLICATION FEE: \$25 - Ch. Recd 5-7-21

Include Petition for Street Use Permit when submitting application, signed by not less than 75% of the residents over 18 years of age residing along that portion of the street designated for the proposed use.

5/7/21  
Date

Christine M. Skidmore  
Signature

Approval of Police Chief 7 [Signature] FOR OFFICE USE ONLY SV Date 5/17/21

Approval of Director of Engineering & Public Works Mike Wieser Date 5/11/21

3/89

**CITY OF CEDARBURG  
PETITION FOR STREET USE PERMIT**

We, the undersigned residents of the W57N400 hundred block of HILBERT AVE in the City of Cedarburg, hereby consent to the AMERICAN LEGION AUXILIARY'S recreational or business use of this street between the hours of 7am and 4pm on SATURDAY, the 12th day of JUNE, 2021, for the purpose of A CAR SHOW and do hereby consent to the City of Cedarburg to grant a Street Use Permit for use of the said portion of said street for said purpose and do hereby agree to abide by such conditions of such use as the City of Cedarburg shall attach to the granting of the requested Street Use Permit. We further understand that the permit will not be granted for the event to last later than 10:00 p.m. on the date hereinabove specified, and agree to remove from the street prior to the end of said period all equipment, vehicles and other personal property placed or driven thereon during the event for which a permit is granted.

(between  
PORTLAND  
AND  
SPRING ST.)

We designate CHRISTINE SKIDMORE as the responsible person or persons who shall apply for an application for a Street Use Permit.

Mary Jo Tzschke, Cedarburg Woman's Club

Michelle Standke

W57N404 Hilbert Ave. Cedarburg

(Yogi)

Eugene Rasmussen

W57 N480 Hilbert Ave

Kurt Rasmussen

W57N486 Hilbert Ave

Betsy Montross

W57 N484 Hilbert

## CITY OF CEDARBURG

**MEETING DATE:** May 24, 2021

**ITEM NO:** 9.D.

**TITLE:** Consider 2020 Compliance Maintenance Annual Report (CMAR) for the Wastewater Treatment Plant and Resolution No. 2021-09 accepting the Report; and action thereon

**ISSUE SUMMARY:** The CMAR is a DNR summary report used to determine the effectiveness of the sewerage system to meet DNR permit limits and to indicate areas of the system that may need improvement. In 2020, no points were deducted from any categories in the report. No action for improvement in the system is needed.

**STAFF RECOMMENDATION:** Acceptance of the 2020 CMAR and adoption of the Resolution 2021-09.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:** The Public Works and Sewerage Commission did not meet on May 13th, 2021 to review the CMAR summary and move it to the City Council for action.

**BUDGETARY IMPACT:** None

**ATTACHMENTS:**

- Resolution No. 2021-09
- 2020 Compliance Maintenance Annual Report Summary (Complete Report is available in the City Clerk's office)

**INITIATED/REQUESTED BY:** Eric Hackert, CWRC Superintendent

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



**2020**  
**Compliance Maintenance Annual Report**

Facility Name: Cedarburg Water Recycling Center

Permit Number: WI-0020222-08-0

Address: Cedarburg Water Recycling Center  
W54 N370 Park Lane  
Cedarburg, WI 53012

County: Ozaukee

Current Population Served: 11,530

Person Completing the Form: Eric Hackert

Title: Superintendent

Date Completed: May 17, 2021

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

## Influent Flow and Loading

### 1. Monthly Average Flows and BOD Loadings

1.1 Verify the following monthly flows and BOD loadings to your facility.

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	2.1936	x	132	x	8.34	=	2,423
February	2.0549	x	126	x	8.34	=	2,163
March	2.7647	x	102	x	8.34	=	2,348
April	2.5143	x	118	x	8.34	=	2,470
May	3.4434	x	119	x	8.34	=	3,411
June	2.1669	x	184	x	8.34	=	3,330
July	2.2719	x	136	x	8.34	=	2,582
August	1.8618	x	165	x	8.34	=	2,560
September	1.7596	x	170	x	8.34	=	2,492
October	1.6448	x	200	x	8.34	=	2,739
November	1.6595	x	210	x	8.34	=	2,907
December	1.8308	x	209	x	8.34	=	3,197

### 2. Maximum Monthly Design Flow and Design BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	5.788	x	90	=	5.2092
		x	100	=	5.788
Design BOD, lbs/day	4587	x	90	=	4128.3
		x	100	=	4587

2.2 Verify the number of times the flow and BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times BOD was greater than 90% of design	Number of times BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	0	0
Points		0	0	0	0
<b>Total Number of Points</b>					<b>0</b>

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

<p>3. Flow Meter</p> <p>3.1 Was the influent flow meter calibrated in the last year?</p> <p><input checked="" type="radio"/> Yes      Enter last calibration date (MM/DD/YYYY) 2020-06-24</p> <p><input type="radio"/> No</p> <p>If No, please explain:</p> <div></div>										
<p>4. Sewer Use Ordinance</p> <p>4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p>If No, please explain:</p> <div></div> <p>4.2 Was it necessary to enforce the ordinance?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>If Yes, please explain:</p> <div></div>										
<p>5. Septage Receiving</p> <p>5.1 Did you have requests to receive septage at your facility?</p> <table border="0"><tr><td>Septic Tanks</td><td>Holding Tanks</td><td>Grease Traps</td></tr><tr><td><input type="radio"/> Yes</td><td><input checked="" type="radio"/> Yes</td><td><input type="radio"/> Yes</td></tr><tr><td><input checked="" type="radio"/> No</td><td><input type="radio"/> No</td><td><input checked="" type="radio"/> No</td></tr></table> <p>5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.</p> <p>Septic Tanks</p> <p><input type="radio"/> Yes      0 gallons</p> <p><input checked="" type="radio"/> No</p> <p>Holding Tanks</p> <p><input checked="" type="radio"/> Yes      6084550 gallons</p> <p><input type="radio"/> No</p> <p>Grease Traps</p> <p><input type="radio"/> Yes      0 gallons</p> <p><input checked="" type="radio"/> No</p> <p>5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.</p> <div>Plant performance improved slightly with increase in BOD.</div>	Septic Tanks	Holding Tanks	Grease Traps	<input type="radio"/> Yes	<input checked="" type="radio"/> Yes	<input type="radio"/> Yes	<input checked="" type="radio"/> No	<input type="radio"/> No	<input checked="" type="radio"/> No	
Septic Tanks	Holding Tanks	Grease Traps								
<input type="radio"/> Yes	<input checked="" type="radio"/> Yes	<input type="radio"/> Yes								
<input checked="" type="radio"/> No	<input type="radio"/> No	<input checked="" type="radio"/> No								
<p>6. Pretreatment</p> <p>6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>If yes, describe the situation and your community's response.</p> <div></div> <p>6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?</p>										

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

☐ Yes

☒ No

If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.

--

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

## Effluent Quality and Plant Performance (BOD/CBOD)

### 1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	15	13.5	3	1	0	0
February	15	13.5	4	1	0	0
March	15	13.5	5	1	0	0
April	15	13.5	4	1	0	0
May	10	10	4	1	0	0
June	10	10	2	1	0	0
July	10	10	0	1	0	0
August	10	10	0	1	0	0
September	10	10	0	1	0	0
October	10	10	0	1	0	0
November	15	13.5	1	1	0	0
December	15	13.5	2	1	0	0

\* Equals limit if limit is  $\leq 10$

Months of discharge/yr	12		
Points per each exceedance with 12 months of discharge		7	3
Exceedances		0	0
Points		0	0
<b>Total number of points</b>			<b>0</b>

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is  $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

### 2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

☒ Yes

Enter last calibration date (MM/DD/YYYY)

2020-06-24

☐ No

If No, please explain:

### 3. Treatment Problems

3.1 What problems, if any, were experienced over the last year that threatened treatment?

### 4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

☐ Yes

☒ No



# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

If Yes, please explain:

4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?

- ☒ Yes
- ☐ No

If Yes, please explain:

Chronic for C dubia Reproduction and survival failed.

4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?

- ☒ Yes
- ☐ No
- ☐ N/A

Please explain unless not applicable:

Passed two consecutive tests afterwards.

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

## Effluent Quality and Plant Performance (Total Suspended Solids)

### 1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	15	13.5	3	1	0	0
February	15	13.5	3	1	0	0
March	15	13.5	4	1	0	0
April	15	13.5	4	1	0	0
May	15	13.5	3	1	0	0
June	15	13.5	2	1	0	0
July	15	13.5	1	1	0	0
August	15	13.5	0	1	0	0
September	15	13.5	1	1	0	0
October	15	13.5	2	1	0	0
November	15	13.5	2	1	0	0
December	15	13.5	2	1	0	0
* Equals limit if limit is <= 10						
Months of Discharge/yr				12		
<b>Points per each exceedance with 12 months of discharge:</b>					<b>7</b>	<b>3</b>
Exceedances					0	0
Points					0	0
<b>Total Number of Points</b>						<b>0</b>

0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is  $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

N/A

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

## Effluent Quality and Plant Performance (Ammonia - NH3)

1. Effluent Ammonia Results  
1.1 Verify the following monthly and weekly average effluent values, exceedances and points for ammonia

Outfall No. 001	Monthly Average NH3 Limit (mg/L)	Weekly Average NH3 Limit (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceed ance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceed ance
January	6.4		.004588235	0					
February	6.4		0	0					
March	6.4		.141052632	0					
April	4		.004705882	0					
May	3.3		.281235294	0					
June	3.3		.001055556	0					
July	3.3		0	0					
August	3.3		0	0					
September	3.3		0	0					
October	5.7		0	0					
November	6.4		0	0					
December	6.4		.0975	0					
Points per each exceedance of Monthly average:									10
Exceedances, Monthly:									0
Points:									0
Points per each exceedance of weekly average (when there is no monthly average):									2.5
Exceedances, Weekly:									0
Points:									0
<b>Total Number of Points</b>									<b>0</b>

0

NOTE: Limit exceedances are considered for monthly OR weekly averages but not both. When a monthly average limit exists it will be used to determine exceedances and generate points. This will be true even if a weekly limit also exists. When a weekly average limit exists and a monthly limit does not exist, the weekly limit will be used to determine exceedances and generate points.

- 1.2 If any violations occurred, what action was taken to regain compliance?

N/A

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

## Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results  
1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	.8	0.233	1	0
February	.8	0.302	1	0
March	.8	0.407	1	0
April	.8	0.292	1	0
May	.8	0.320	1	0
June	.8	0.302	1	0
July	.8	0.174	1	0
August	.8	0.079	1	0
September	.8	0.202	1	0
October	.8	0.151	1	0
November	.8	0.148	1	0
December	.8	0.194	1	0
Months of Discharge/yr			12	
<b>Points per each exceedance with 12 months of discharge:</b>				<b>10</b>
Exceedances				0
<b>Total Number of Points</b>				<b>0</b>

0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is  $12/6 = 2.0$

- 1.2 If any violations occurred, what action was taken to regain compliance?

N/A

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:

5/17/2021

2020

## Biosolids Quality and Management

### 1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- ☐ Land applied under your permit
- ☐ Publicly Distributed Exceptional Quality Biosolids
- ☒ Hauled to another permitted facility
- ☐ Landfilled
- ☐ Incinerated
- ☐ Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

N/A

### 3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

#### Outfall No. 002 - AEROBIC LIQUID SLUDGE

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75	4.3				4.7		4			4.6				0	0
Cadmium		39	85	.76				.63		.75			.8				0	0
Copper		1500	4300	859				697		838			781				0	0
Lead		300	840	15				12.1		16.9			33.4				0	0
Mercury		17	57	<.13				<.16		.54			.31				0	0
Molybdenum	60		75	7.2				7.5		8.8			7.9			0		0
Nickel	336		420	24.8				29		48.2			29.8			0		0
Selenium	80		100	5				<3.3		6.1			3.9			0		0
Zinc		2800	7500	352				444		645			546				0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

- 0 (0 Points)
- 1-2 (10 Points)
- > 2 (15 Points)

3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)

- Yes
- No (10 points)
- N/A - Did not exceed limits or no HQ limit applies (0 points)
- N/A - Did not land apply biosolids until limit was met (0 points)

3.1.3 Number of times any of the metals exceeded the ceiling limits = 0

Exceedence Points

- 0 (0 Points)
- 1 (10 Points)
- > 1 (15 Points)

3.1.4 Were biosolids land applied which exceeded the ceiling limit?

- Yes (20 Points)
- No (0 Points)

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken?  
Has the source of the metals been identified?

N/A

0

## 4. Pathogen Control (per outfall):

4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2020 - 03/31/2020
Density:	480,929
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2020 - 03/31/2020
Density:	654,858
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2020 - 03/31/2020
Density:	528,188
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:

5/17/2021

2020

Outfall Number:	<b>002</b>
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2020 - 03/31/2020
Density:	533,980
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	<b>002</b>
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2020 - 03/31/2020
Density:	555,556
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	<b>002</b>
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2020 - 03/31/2020
Density:	536,399
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	<b>002</b>
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2020 - 03/31/2020
Density:	525,745
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2020 - 06/30/2020
Density:	400,641
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2020 - 06/30/2020
Density:	334,412
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2020 - 06/30/2020
Density:	199,362
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2020 - 06/30/2020
Density:	275,081
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	



# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2020 - 06/30/2020
Density:	245,532
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2020 - 06/30/2020
Density:	974,822
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2020 - 06/30/2020
Density:	400,211
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2020 - 09/30/2020
Density:	22,909
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2020 - 09/30/2020
Density:	11,455
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2020 - 09/30/2020
Density:	32,334
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2020 - 09/30/2020
Density:	8,772
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2020 - 09/30/2020
Density:	8,865
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2020 - 09/30/2020
Density:	8,726
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2020 - 09/30/2020
Density:	47,941
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2020 - 12/31/2020
Density:	107,407
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2020 - 12/31/2020
Density:	38,123
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2020 - 12/31/2020
Density:	151,195
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2020 - 12/31/2020
Density:	47,204
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2020 - 12/31/2020
Density:	60,932
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2020 - 12/31/2020
Density:	46,296
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

Outfall Number:	002	0
Biosolids Class:	B	
Bacteria Type and Limit:	Fecal Coliform	
Sample Dates:	10/01/2020 - 12/31/2020	
Density:	59,028	
Sample Concentration Amount:	CFU/G TS	
Requirement Met:	Yes	
Land Applied:	No	
Process:		
Process Description:		

4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.

4.2.1 Was the limit exceeded or the process criteria not met at the time of land application?

☐ Yes (40 Points)

☒ No

If yes, what action was taken?

5. Vector Attraction Reduction (per outfall):

5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	002
Method Date:	03/31/2020
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	002
Method Date:	12/31/2020
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	002
Method Date:	06/30/2020
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

# Compliance Maintenance Annual Report

**Cedarburg Wastewater Treatment Facility**

Last Updated: Reporting For:  
5/17/2021 **2020**

Outfall Number:	<b>002</b>		
Method Date:	06/30/2020		
Option Used To Satisfy Requirement:	Injection when land apply		
Requirement Met:	Yes		
Land Applied:	No		
Limit (if applicable):			
Results (if applicable):			

Outfall Number:	<b>002</b>		
Method Date:	09/30/2020		
Option Used To Satisfy Requirement:	Injection when land apply		
Requirement Met:	Yes		
Land Applied:	No		
Limit (if applicable):			
Results (if applicable):			

Outfall Number:	<b>002</b>		
Method Date:	12/31/2020		
Option Used To Satisfy Requirement:	Injection when land apply		
Requirement Met:	Yes		
Land Applied:	No		
Limit (if applicable):			
Results (if applicable):			

5.2 Was the limit exceeded or the process criteria not met at the time of land application?

☐ Yes (40 Points)

☒ No

If yes, what action was taken?

6. Biosolids Storage

6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?

☒ >= 180 days (0 Points)

☐ 150 - 179 days (10 Points)

☐ 120 - 149 days (20 Points)

☐ 90 - 119 days (30 Points)

☐ < 90 days (40 Points)

☐ N/A (0 Points)

6.2 If you checked N/A above, explain why.

7. Issues

7.1 Describe any outstanding biosolids issues with treatment, use or overall management:

N/A

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:

5/17/2021

**2020**

<b>Total Points Generated</b>	<b>0</b>
<b>Score (100 - Total Points Generated)</b>	<b>100</b>
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

## Staffing and Preventative Maintenance (All Treatment Plants)

### 1. Plant Staffing

1.1 Was your wastewater treatment plant adequately staffed last year?

- ☒ Yes
- ☐ No

If No, please explain:

Could use more help/staff for:

N/A

1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?

- ☒ Yes
- ☐ No

If No, please explain:

### 2. Preventative Maintenance

2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?

- ☒ Yes (Continue with question 2) ☐☐
- ☐ No (40 points) ☐☐

If No, please explain, then go to question 3:

2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?

- ☒ Yes
- ☐ No (10 points)

2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?

- ☒ Yes
  - ☐ Paper file system
  - ☐ Computer system
- ☐ Both paper and computer system
- ☐ No (10 points)

0

### 3. O&M Manual

3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed?

- ☒ Yes
- ☐ No

### 4. Overall Maintenance /Repairs

4.1 Rate the overall maintenance of your wastewater plant.

- ☒ Excellent
- ☐ Very good
- ☐ Good
- ☐ Fair
- ☐ Poor

Describe your rating:

The Treatment plant continues to operate effectively, but is starting to show signs of age.



# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

## Operator Certification and Education

<p><b>1. Operator-In-Charge</b></p> <p>1.1 Did you have a designated operator-in-charge during the report year?</p> <p>● Yes (0 points)</p> <p>○ No (20 points)</p> <p>Name: <span style="border: 1px solid black; padding: 2px 20px;">ERIC HACKERT</span></p> <p>Certification No: <span style="border: 1px solid black; padding: 2px 20px;">10352</span></p>	0																																																																																								
<p><b>2. Certification Requirements</b></p> <p>2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th rowspan="2">Sub Class</th> <th rowspan="2">SubClass Description</th> <th>WWTP</th> <th colspan="3">OIC</th> </tr> <tr> <th>Advanced</th> <th>OIT</th> <th>Basic</th> <th>Advanced</th> </tr> </thead> <tbody> <tr> <td>A1</td> <td>Suspended Growth Processes</td> <td>X</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>A2</td> <td>Attached Growth Processes</td> <td></td> <td>X</td> <td></td> <td></td> </tr> <tr> <td>A3</td> <td>Recirculating Media Filters</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>A4</td> <td>Ponds, Lagoons and Natural</td> <td></td> <td>X</td> <td></td> <td></td> </tr> <tr> <td>A5</td> <td>Anaerobic Treatment Of Liquid</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>B</td> <td>Solids Separation</td> <td>X</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>C</td> <td>Biological Solids/Sludges</td> <td>X</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>P</td> <td>Total Phosphorus</td> <td>X</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>N</td> <td>Total Nitrogen</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>D</td> <td>Disinfection</td> <td>X</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>L</td> <td>Laboratory</td> <td>X</td> <td></td> <td></td> <td>X</td> </tr> <tr> <td>U</td> <td>Unique Treatment Systems</td> <td></td> <td>X</td> <td></td> <td></td> </tr> <tr> <td>SS</td> <td>Sanitary Sewage Collection</td> <td>X</td> <td>NA</td> <td>NA</td> <td>NA</td> </tr> </tbody> </table> <p>2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS is required 5 years after permit reissuance and is basic level only.)</p> <p>● Yes (0 points)</p> <p>○ No (20 points)</p>	Sub Class	SubClass Description	WWTP	OIC			Advanced	OIT	Basic	Advanced	A1	Suspended Growth Processes	X			X	A2	Attached Growth Processes		X			A3	Recirculating Media Filters					A4	Ponds, Lagoons and Natural		X			A5	Anaerobic Treatment Of Liquid					B	Solids Separation	X			X	C	Biological Solids/Sludges	X			X	P	Total Phosphorus	X			X	N	Total Nitrogen					D	Disinfection	X			X	L	Laboratory	X			X	U	Unique Treatment Systems		X			SS	Sanitary Sewage Collection	X	NA	NA	NA	0
Sub Class			SubClass Description	WWTP	OIC																																																																																				
	Advanced	OIT		Basic	Advanced																																																																																				
A1	Suspended Growth Processes	X			X																																																																																				
A2	Attached Growth Processes		X																																																																																						
A3	Recirculating Media Filters																																																																																								
A4	Ponds, Lagoons and Natural		X																																																																																						
A5	Anaerobic Treatment Of Liquid																																																																																								
B	Solids Separation	X			X																																																																																				
C	Biological Solids/Sludges	X			X																																																																																				
P	Total Phosphorus	X			X																																																																																				
N	Total Nitrogen																																																																																								
D	Disinfection	X			X																																																																																				
L	Laboratory	X			X																																																																																				
U	Unique Treatment Systems		X																																																																																						
SS	Sanitary Sewage Collection	X	NA	NA	NA																																																																																				
<p><b>3. Succession Planning</b></p> <p>3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?</p> <p><input checked="" type="checkbox"/> One or more additional certified operators on staff</p> <p><input type="checkbox"/> An arrangement with another certified operator</p> <p><input type="checkbox"/> An arrangement with another community with a certified operator</p> <p><input type="checkbox"/> An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year</p> <p><input type="checkbox"/> A consultant to serve as your certified operator</p> <p><input type="checkbox"/> None of the above (20 points)</p> <p>If "None of the above" is selected, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	0																																																																																								
<p><b>4. Continuing Education Credits</b></p>																																																																																									

# Compliance Maintenance Annual Report

**Cedarburg Wastewater Treatment Facility**

Last Updated: Reporting For:  
5/17/2021 **2020**

4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates? OIT and Basic Certification: ○ Averaging 6 or more CECs per year. ○ Averaging less than 6 CECs per year. Advanced Certification: ● Averaging 8 or more CECs per year. ○ Averaging less than 8 CECs per year.	
--	--

<b>Total Points Generated</b>	<b>0</b>
<b>Score (100 - Total Points Generated)</b>	<b>100</b>
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

## Financial Management

### 1. Provider of Financial Information

Name:

Chisty Mertes, City Treasurer

Telephone:

262 376-3907

(XXX) XXX-XXXX

E-Mail Address  
(optional):

cmertes@ci.cedarburg.wi.us

### 2. Treatment Works Operating Revenues

2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?

- Yes (0 points) ☐
- No (40 points)

If No, please explain:

2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?  
Year:

2019

0

- 0-2 years ago (0 points) ☐
- 3 or more years ago (20 points) ☐
- N/A (private facility)

2.3 Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?

- Yes (0 points)
- No (40 points)

### REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]

### 3. Equipment Replacement Funds

3.1 When was the Equipment Replacement Fund last reviewed and/or revised?

Year:

2020

- 1-2 years ago (0 points) ☐
- 3 or more years ago (20 points) ☐
- N/A

If N/A, please explain:

### 3.2 Equipment Replacement Fund Activity

#### 3.2.1 Ending Balance Reported on Last Year's CMAR

\$ 2,201,578.86

3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)

\$ 0.00

3.2.3 Adjusted January 1st Beginning Balance

\$ 2,201,578.86

3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)

+

\$ 699,611.23

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below\*)

\$ 201,454.40

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 2,699,735.69

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

Replaced check valves at Garfield lift station. Sewer lining repairs. Reroute sanitary line for Farmstead restaurant.

3.3 What amount should be in your Replacement Fund? \$ 2,699,735.69

0

Please note: If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

● Yes

○ No

If No, please explain.

## 4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

● Yes - If Yes, please provide major project information, if not already listed below. □ □

○ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	St. John Ave will have 1444 ft of sewer replaced and 2 manholes.	190000	2024
2	Highland Drive will have 2135 ft of forcemain and sewer replaced and upsized and 7 manholes will be replaced.	375000	2022
3	Sunnyside - Edgewater to Highland	500000	2023
4	Hilgen/Jackson - Washington to Spring	500000	2022
5	Sommerset Road Pioneer to Wirth	165000	2022
6	New Ultra-violet disinfection System.	250000.00	2022
7	New Chemical Tank and feed system.	500000.00	2021

## 5. Financial Management General Comments

N/A

## ENERGY EFFICIENCY AND USE

### 6. Collection System

#### 6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

**COLLECTION SYSTEM PUMPAGE: Total Power Consumed**

Number of Municipally Owned Pump/Lift Stations: 11

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	28,965	122
February	25,554	67
March	25,283	71
April	22,621	35
May	22,346	35
June	18,543	24
July	17,674	24
August	16,376	23
September	16,126	19
October	16,961	20
November	19,332	29
December	22,165	46
Total	251,946	515
Average	20,996	43

## 6.1.2 Comments:

N/A

## 6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☐ Comminution or Screening
- ☐ Extended Shaft Pumps
- ☒ Flow Metering and Recording
- ☐ Pneumatic Pumping
- ☒ SCADA System
- ☒ Self-Priming Pumps
- ☒ Submersible Pumps
- ☒ Variable Speed Drives
- ☐ Other:

## 6.2.2 Comments:

None.

6.3 Has an Energy Study been performed for your pump/lift stations?

● No

○ Yes

Year:

By Whom:

Describe and Comment:

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

## 6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

Updating Dorchester lift station and Evergreen lift stations with submersible pumps.

## 7. Treatment Facility

### 7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

#### TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	98,493	68.00	1,448	75.11	1,311	929
February	90,529	59.59	1,519	62.73	1,443	884
March	98,535	85.71	1,150	72.79	1,354	1,060
April	93,660	75.43	1,242	74.10	1,264	702
May	109,889	106.75	1,029	105.74	1,039	208
June	106,676	65.01	1,641	99.90	1,068	87
July	111,671	70.43	1,586	80.04	1,395	0
August	108,442	57.72	1,879	79.36	1,366	0
September	102,597	52.79	1,943	74.76	1,372	0
October	94,130	50.99	1,846	84.91	1,109	13
November	91,524	49.79	1,838	87.21	1,049	333
December	97,704	56.75	1,722	99.11	986	632
Total	1,203,850	798.96		995.76		4,848
Average	100,321	66.58	1,570	82.98	1,230	539

7.1.2 Comments:

N/A

## 7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- ☒ Aerobic Digestion
- ☐ Anaerobic Digestion
- ☒ Biological Phosphorus Removal
- ☐ Coarse Bubble Diffusers
- ☒ Dissolved O2 Monitoring and Aeration Control
- ☒ Effluent Pumping
- ☒ Fine Bubble Diffusers
- ☒ Influent Pumping
- ☒ Mechanical Sludge Processing
- ☒ Nitrification
- ☒ SCADA System
- ☒ UV Disinfection
- ☒ Variable Speed Drives
- ☐ Other:

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

## 7.2.2 Comments:

None.

## 7.3 Future Energy Related Equipment

7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?

Replaced A/C units in Control Building. Will be replacing UV Disinfection.

## 8. Biogas Generation

8.1 Do you generate/produce biogas at your facility?

☒ No

☐ Yes

If Yes, how is the biogas used (Check all that apply):

☐ Flared Off

☐ Building Heat

☐ Process Heat

☐ Generate Electricity

☐ Other:

## 9. Energy Efficiency Study

9.1 Has an Energy Study been performed for your treatment facility?

☐ No

☒ Yes

☒ Entire facility

Year:

2017

By Whom:

Focus on Energy

Describe and Comment:

None.

☐ Part of the facility

Year:

By Whom:

Describe and Comment:



# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

## Sanitary Sewer Collection Systems

### 1. Capacity, Management, Operation, and Maintenance (CMOM) Program

#### 1.1 Do you have a CMOM program that is being implemented?

☒ Yes

☐ No

If No, explain:

#### 1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

☒ Yes

☐ No (30 points)

☐ N/A

If No or N/A, explain:

#### 1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Clean 50% of collection system each year. Clean all storm catch basins each year. Visually inspect all 11 lift stations weekly. Clean plant wet well and lift station wet wells twice a year. Inspect 50% of the sanitary manholes each year and repair as needed. Televis 25% of the collection system each year. Continue with our 10 year sewer replacement program. Repair small leaks in the collection system with CIPP.

Did you accomplish them?

☒ Yes

☐ No

If No, explain:

☒ Organization [NR 210.23 (4) (b)] ☐

Does this chapter of your CMOM include:

☒ Organizational structure and positions (eg. organizational chart and position descriptions)

☒ Internal and external lines of communication responsibilities

☒ Person(s) responsible for reporting overflow events to the department and the public

☒ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Cedarburg Sewer Ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2019-11-21

Does your sewer use ordinance or other legally binding document address the following:

☒ Private property inflow and infiltration

☒ New sewer and building sewer design, construction, installation, testing and inspection

☒ Rehabilitated sewer and lift station installation, testing and inspection

☒ Sewage flows satellite system and large private users are monitored and controlled, as necessary

☒ Fat, oil and grease control

☒ Enforcement procedures for sewer use non-compliance

☒ Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:

5/17/2021

2020

- ☒ Equipment and replacement part inventories
  - ☒ Up-to-date sewer system map
  - ☒ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
  - ☒ A description of routine operation and maintenance activities (see question 2 below)
  - ☒ Capacity assessment program
  - ☒ Basement back assessment and correction
  - ☒ Regular O&M training
  - ☒ Design and Performance Provisions [NR 210.23 (4) (e)] ☐ ☐
- What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?
- ☒ State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
  - ☒ Construction, Inspection, and Testing
  - ☐ Others:
- 
- ☒ Overflow Emergency Response Plan [NR 210.23 (4) (f)] ☐ ☐
- Does your emergency response capability include:
- ☒ Responsible personnel communication procedures
  - ☒ Response order, timing and clean-up
  - ☒ Public notification protocols
  - ☒ Training
  - ☒ Emergency operation protocols and implementation procedures
- ☒ Annual Self-Auditing of your CMOM Program [NR 210.23 (5)] ☐ ☐
  - ☒ Special Studies Last Year (check only those that apply):
- ☒ Infiltration/Inflow (I/I) Analysis
  - ☐ Sewer System Evaluation Survey (SSES)
  - ☐ Sewer Evaluation and Capacity Management Plan (SECAP)
  - ☒ Lift Station Evaluation Report
  - ☐ Others:
- 

0

## 2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	<input type="text" value="52"/>	% of system/year
Root removal	<input type="text" value="1"/>	% of system/year
Flow monitoring	<input type="text" value="10"/>	% of system/year
Smoke testing	<input type="text" value="0"/>	% of system/year
Sewer line televising	<input type="text" value="6"/>	% of system/year
Manhole inspections	<input type="text" value="50"/>	% of system/year
Lift station O&M	<input type="text" value="52"/>	# per L.S./year
Manhole rehabilitation	<input type="text" value="2"/>	% of manholes rehabbed
Mainline rehabilitation	<input type="text" value="2"/>	% of sewer lines rehabbed

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

Private sewer inspections  % of system/year

Private sewer I/I removal  % of private services

River or water crossings  % of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

None

## 3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

35.9	Total actual amount of precipitation last year in inches
36	Annual average precipitation (for your location)
56	Miles of sanitary sewer
11	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
0	Number of basement backup occurrences
12	Number of complaints
2.181	Average daily flow in MGD (if available)
3.443	Peak monthly flow in MGD (if available)
.007916	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.02	Sanitary sewer overflows (number/sewer mile/yr)
0.00	Basement backups (number/sewer mile)
0.21	Complaints (number/sewer mile)
1.6	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
0.0	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

## 4. Overflows

### LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED \*\*

	Date	Location	Cause	Estimated Volume
0	5/17/2020 5:30:00 PM - 5/18/2020 9:00:00 AM	W54 N370 Park Lane	Rain	600,000

\*\* If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

What actions were taken, or are underway, to reduce or eliminate SSO or TFO occurrences in the future?

Reprogrammed raw influent VFD's, and eliminated I/I source from a new development that was in the process of being built.

## 5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

o Yes

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

<ul style="list-style-type: none"><li>● No</li></ul> <p>If Yes, please describe:</p> <div></div>
5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?
<ul style="list-style-type: none"><li>○ Yes</li><li>● No</li></ul> <p>If Yes, please describe:</p> <div></div>
5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:
<div>Continuing to follow our collection system plan and addressing areas that we find.</div>
5.4 What is being done to address infiltration/inflow in your collection system?
<div>Lined and grouted bad sections in the collection system, and replaced two serious leaking manholes.</div>

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

## Grading Summary

WPDES No: 0020222

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Ammonia	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
<b>TOTALS</b>			<b>37</b>	<b>148</b>
<b>GRADE POINT AVERAGE (GPA) = 4.00</b>				

### Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

# Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: Reporting For:  
5/17/2021 2020

## Resolution or Owner's Statement

Name of Governing  
Body or Owner:

Date of Resolution or  
Action Taken:

Resolution Number:

Date of Submittal:

### ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Influent Flow and Loadings: Grade = A

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Effluent Quality: Ammonia: Grade = A

Effluent Quality: Phosphorus: Grade = A

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

### ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4.00

CITY OF CEDARBURG  
RESOLUTION NO. 2021-09

**2020 Compliance Maintenance Annual Report-Wastewater Treatment Facility**

WHEREAS, the Wisconsin Department of Natural Resources requires that the City of Cedarburg submit an annual Compliance Maintenance Report for its wastewater treatment facility; and

WHEREAS, the compliance maintenance program requires the adoption of a resolution by the governing body of the entity operating the wastewater treatment facility;

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Cedarburg authorizes the appropriate municipal officers to inform the Department of Natural resources that the following actions were taken by the City of Cedarburg Common Council:

1. Reviewed the Compliance Maintenance Annual Report which is attached to this resolution.
2. No further action is necessary.

Passed and adopted this 24<sup>th</sup> day of May, 2021

---

Michael J. O'Keefe, Mayor

Attest:

---

Tracie Sette, City Clerk

Approved as to form:

---

Michael P. Herbrand, City Attorney



## CITY OF CEDARBURG

**MEETING DATE:** May 24, 2021

**ITEM NO:** 9.E.

**TITLE:** Consider approval of professional services contract amendment with 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. The Concord group will continue to assist in coordinating construction activities and consulting with on-going DOT discussions.

**STAFF RECOMMENDATION:** Staff recommends approving the professional services contract amendment with Concord Group for an estimated total of \$13,600.

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

**BUDGETARY IMPACT:** \$13,600 from proceeds of the TIF #6 borrowing.

**ATTACHMENTS:** Copy of Concord Group contract amendment

**INITIATED/REQUESTED BY:** Mike Wieser

**FOR MORE INFORMATION CONTACT:** Mike Wieser – Director of Engineering & Public Works  
262-375-7610

## NOTICE OF ADDITIONAL SERVICE

PROJECT: Cedarburg STH 60 Business Park  
OR Design/Construction Services

DATE: April 19, 2021

OWNER: City of Cedarburg

NOTICE NUMBER: 1

---

☐ **NOTICE OF POTENTIAL ADDITIONAL SERVICE**

The Concord Group hereby notifies the Owner of the need, to perform the following Additional Services:

**Description:**

The Concord Group is not seeking a compensation or schedule adjustment at this time, but should the level of effort to perform the above-mentioned Additional Services become excessive we will inform the Owner of such and may issue a formal Add Service request.

☒ **ADDITIONAL SERVICES THAT REQUIRE WRITTEN AUTHORIZATION TO PROCEED**

The Concord Group hereby notifies the Owner of the need to perform the following Additional Services:

- **Meetings (\$10,880.00) – Approximately 64 additional meetings associated with multiple design Bid Packages, and meetings related to three construction phases, Wilo coordination and pad certification, WisDOT, and dry utility companies have been performed and/or are projected that were beyond the assumed number outlined in the base design/construction proposals.**
- **Soils Consultant RFP (\$2,720.00) – Performed additional services associated with preparation of a RFP and review/recommendations of the submitted proposals from consultants.**

**Estimated Fee Adjustment:** \$13,600.00

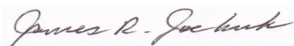
**Schedule Adjustment:** N/A

*Note: Concord may have already begun to provide these services to avoid delay of the Project. If the Owner determines that all or parts of these services are not required and elects to discontinue these services, the Owner must promptly notify Concord and compensate Concord for the services provided prior to the Architect's receipt of the Owner's notice.*

---

**ISSUED BY CONCORD**

PREPARED BY:



PRINT NAME/TITLE:

James R. Joehnk  
Director

**CITY OF CEDARBURG AUTHORIZATION**

OWNER SIGNATURE:

PRINT NAME/TITLE:

DATE: April 19, 2021

66 of 86 DATE:

## CITY OF CEDARBURG

**MEETING DATE:** May 24, 2021

**ITEM NO:** 9.F.

**TITLE:** Consider approval of engineering services contract amendment with RA Smith for the Hwy 60 Business Park for additional services to date and secondary access conceptual layout analysis; and action thereon.

**ISSUE SUMMARY:** RA Smith is currently under contract with the City to complete the Business Park engineering design. Throughout the design process many additional tasks have arisen that were performed by RA Smith to keep the project moving forward, however that has led to some cost overages. Most of the added cost came from the additional tasks are listed below:

- 3 sets of Bid Documents vs one set
- Incorporating WILO grading plan into business park grading plan
- WILO building pad certification
- Additional construction services performed for Phase 1
- Additional coordination with DOT
- Additional coordination meetings with WILO and other entities

The present contract amendment also includes secondary connection planning to Hilltop Drive and conceptual layouts to CTH I. This amendment does not include final design of the secondary access.

**STAFF RECOMMENDATION:** Staff recommends approving the engineering services contract amendment with RA Smith for an estimated total of \$96,000.

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

**BUDGETARY IMPACT:** \$96,000 from proceeds of the TIF #6 borrowing.

**ATTACHMENTS:** Copy of RA Smith contract amendment.

**INITIATED/REQUESTED BY:** Mike Wieser

**FOR MORE INFORMATION CONTACT:** Mike Wieser – Director of Engineering & Public Works  
262-375-7610

## AMENDMENT #2 TO HIGHWAY 60 BUSINESS PARK DESIGN ENGINEERING CONTRACT

Date: May 12, 2021  
Project Number: 1200167  
Project Name: Cedarburg STH 60 Business Park  
Client: City of Cedarburg  
Address: W63 N645 Washington Avenue

Attention: Mike Wieser, P.E.  
Title: Director of Engineering and Public Works  
Phone: 262-375-7612  
Fax: 262-375-7906  
E-Mail: [mwieser@ci.cedarburg.wi.us](mailto:mwieser@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. Subsequent change order to the contracts included providing construction services for the first phase of construction (Grading), limited to storm sewer staking and periodic site visits; PSC application; design plans for the STH 60 and Forward Way Intersection. Since this change order, additional items have surfaced, that require a second change order. These items were considered outside the original scope of services and are itemized below. In addition, the original contract included services that were not required, and credits are recognized as part of this change order.

- 1) Hilltop Drive preliminary connection planning, which would include developing a layout that can be utilized for discussions with the Town of Cedarburg and DNR permitting, and then DNR permitting to confirm the road would be allowed by the DNR. This assumes no final design but layouts to submit a DNR wetland fill permit.
- 2) Conceptual layouts of roadways going to the east and connecting to Hwy I. Develop up to 5-6 layouts and then refining these slightly based on preliminary discussions with the City. Final updates to 2-3 concepts that could be shared with committees and property owners. There would be enough detail to confirm turning movements to make sure the road would work but would not have any profile or x-sections.
- 3) Multiple Bid Documents (3 bids versus one) required to bid the three phases of the project.
- 4) Wilo Grading plan updates to accommodate the grading of their site and still balance with the remaining business park.
- 5) Provide pad certifications of the grading plan, which included shooting the pads and as-building the elevations
- 6) Additional staking for the storm sewer, along with providing full time inspection of the storm sewer and some of the site grading.
- 7) Assist with the Wilo Landscape Plan Exhibit.
- 8) Develop a Grob Property exhibit to assist with the DOT permitting, including some layouts for the gravel parking lot and driveway.
- 9) Additional coordination and assistance with the STH 60 Permit, particularly due to the access issues. This includes multiple meetings and exhibits and plan revisions to obtain the temporary permit for the Forward Way access.
- 10) Assist with the DOT permit for the crossing of STH 60 for electric line.
- 11) Provide turning movements to the owners of the south property so they can show the road dedication on their plat.
- 12) Provide details and design for a flushing device.
- 13) Provide exhibits for the PSI geotechnical final report, including some additional survey to set up a grid.
- 14) Prepare the pavement marking plan for the improvements at Five Corners
- 15) Attend additional and on-going Wilo Coordination meetings including various exhibits to assist with temporary access.
- 16) Provide an additional Certified Survey Map once the initial phase is complete and additional properties are desired to be split off.
- 17) Credit: A Landscape Plan was not required.
- 18) Credit: A Lighting Plan was not required.

### III. ESTIMATED COMPLETION SCHEDULE

The tasks have been on-going and may continue until project completion.

### IV. PROFESSIONAL FEES

Contract Amendment Item #1-#16.....	\$102,500
Contract Amendment Item #17 and #18 (Credit) .....	\$6,500
Total Contract Amendment #2 .....	\$96,000

### 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: <u>Troy Hartjes</u>	Print Name: _____
Title: <u>Senior Project Manager</u>	Title: _____
Representing: <u>R.S. Smith, Inc.</u>	Representing: _____
Date: <u>May 12, 2021</u>	Date: _____

## CITY OF CEDARBURG

05/20/21 10:09 AM

Page 1

**\*Check Detail Register©**

Batch: 050721AP,051021AP,051421AP,051421WE

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>111300 PWSB Checking</b>					
<b>37671</b>	05/07/21	<b>KATRINA ALEVIZOS</b>			
R 220-467329		SUMMER SOCCER	\$55.00	CK REQ	REC-SOCCER REFUND
		Total	\$55.00		
<b>37672</b>	05/07/21	<b>CARI ALLISON</b>			
R 100-467200		PARK RENTAL FEES	\$150.00	CK REQ	PARK RENTAL REFUND
		Total	\$150.00		
<b>37673</b>	05/07/21	<b>BAKER &amp; TAYLOR BOOKS</b>			
E 260-555110-319		PUBLICATIONS AND SU	\$472.23	2035855408	LIBR-PUBLICATIONS
E 260-555110-319		PUBLICATIONS AND SU	\$32.45	2035855409	LIBR-PUBLICATIONS
E 260-555110-322		DONATION EXPENDITU	\$130.00	2035864798	LIBR-DONATION
E 260-555110-319		PUBLICATIONS AND SU	\$205.02	2035864798	LIBR-PUBLICATIONS
E 260-555110-322		DONATION EXPENDITU	\$55.00	2035885543	LIBR-DONATION
E 260-555110-319		PUBLICATIONS AND SU	\$417.36	2035885543	LIBR-PUBLICATIONS
E 260-555110-322		DONATION EXPENDITU	\$80.00	2035885544	LIBR-DONATION
E 260-555110-319		PUBLICATIONS AND SU	\$160.87	2035885544	LIBR-PUBLICATIONS
E 260-555110-322		DONATION EXPENDITU	\$140.00	2035894607	LIBR-DONATION
E 260-555110-319		PUBLICATIONS AND SU	\$331.28	2035894607	LIBR-PUBLICATIONS
E 260-555110-322		DONATION EXPENDITU	\$200.00	2035894608	LIBR-DONATION
E 260-555110-319		PUBLICATIONS AND SU	\$31.25	2035894608	LIBR-PUBLICATIONS
		Total	\$2,255.46		
<b>37674</b>	05/07/21	<b>BAYCOM INC</b>			
E 400-522110-807		STATION IMPROVEMEN	\$93,047.41	PB2056	PD-STATION IMPROVEMENTS-911
		Total	\$93,047.41		
<b>37675</b>	05/07/21	<b>BEST HEATING &amp; AIR</b>			
G 601-182331		STRUCTURES AND IMP	\$18,530.00	18851	CWRC-STRUCTURES & IMPROVEMENTS
		Total	\$18,530.00		
<b>37676</b>	05/07/21	<b>BEYER'S HARDWARE</b>			
E 100-555510-240		REPAIR AND MAINTENA	\$2.49	163861	PARKS-REPAIR & MAINTENANCE
E 100-533210-353		MAINTENANCE PARTS	\$3.58	163874	DPW-MAINTENANCE PARTS
E 100-555510-240		REPAIR AND MAINTENA	\$15.98	163926	PARKS-REPAIR & MAINTENANCE
E 100-555510-240		REPAIR AND MAINTENA	\$2.79	163953	PARKS-REPAIR & MAINTENANCE
E 100-555510-240		REPAIR AND MAINTENA	\$30.98	163984	PARKS-REPAIR & MAINTENANCE
E 100-555510-240		REPAIR AND MAINTENA	\$13.48	163989	PARKS-REPAIR & MAINTENANCE
E 100-555510-240		REPAIR AND MAINTENA	\$17.41	164007	PARKS-REPAIR & MAINTENANCE
E 100-555510-240		REPAIR AND MAINTENA	\$131.39	164029	PARKS-REPAIR & MAINTENANCE
E 240-555320-340		MAINTENANCE SUPPLIE	\$32.57	164059	POOL-MAINTENANCE
E 100-555510-240		REPAIR AND MAINTENA	\$41.48	164060	PARKS-REPAIR & MAINTENANCE
E 100-533210-353		MAINTENANCE PARTS	\$41.94	164079	DPW-MAINTENANCE PARTS
E 100-533210-353		MAINTENANCE PARTS	(\$41.94)	164097	DPW-MAINTENANCE PARTS
E 240-555320-340		MAINTENANCE SUPPLIE	\$62.39	164107	POOL-MAINTENANCE
E 240-555320-340		MAINTENANCE SUPPLIE	\$22.93	164151	POOL-MAINTENANCE
E 200-544210-350		OPERATING SUPPLIES	\$38.57	164183	CEMETERY-OPERATING
E 100-533210-353		MAINTENANCE PARTS	\$122.12	164190	DPW-MAINTENANCE PARTS
E 601-573825-370		LAB SUPPLIES	\$19.60	164198	CWRC-LAB SUPPLIES

## CITY OF CEDARBURG

05/20/21 10:09 AM

Page 2

**\*Check Detail Register©**

Batch: 050721AP,051021AP,051421AP,051421WE

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 100-533210-353		MAINTENANCE PARTS	\$2.49	164199	DPW-MAINTENANCE PARTS
E 601-573825-370		LAB SUPPLIES	\$1.96	164200	CWRC-LAB SUPPLIES
E 240-555320-340		MAINTENANCE SUPPLIE	\$11.29	164201	POOL-MAINTENANCE
E 100-533210-353		MAINTENANCE PARTS	\$24.35	164204	DPW-MAINTENANCE PARTS
E 100-533210-353		MAINTENANCE PARTS	\$25.26	164265	DPW-MAINTENANCE PARTS
E 100-555510-240		REPAIR AND MAINTENA	\$28.99	164294	PARKS-REPAIR & MAINTENANCE
E 100-533210-353		MAINTENANCE PARTS	\$1.00	164371	DPW-MAINTENANCE PARTS
E 100-522310-310		OFFICE SUPPLIES	\$15.99	164399	BI-OFFICE SUPPLIES
E 100-533210-353		MAINTENANCE PARTS	\$167.97	164422	DPW-MAINTENANCE PARTS
		Total	\$837.06		
<b>37677</b>	05/07/21	<b>ERIN CALLAHAN BLUM</b>			
E 100-555140-210		PROFESSIONAL SERVIC	\$345.00	CK REQ	SRCTR-WATER COLOR WORKSHOP
		Total	\$345.00		
<b>37678</b>	05/07/21	<b>CARDMEMBER SERVICE</b>			
E 100-514100-330		TRAVEL & TRAINING	\$135.00	6174	CLERK-TRAINING
E 100-518100-240		REPAIR AND MAINTENA	\$22.74	6174	CH-REPAIR & MAINTENANCE
E 100-522310-310		OFFICE SUPPLIES	\$334.74	6174	BI-OFFICE SUPPLIES
E 220-555390-372		SAFETY EQUIPMENT	\$72.00	6182	REC-SAFETY EQUIPMENT
E 220-555390-394		POMS EXPENSES	\$343.59	6182	POM EXPENSES
E 240-555320-340		MAINTENANCE SUPPLIE	\$174.95	6182	POOL-MAINTENANCE SUPPLIES
E 220-555390-347		SUPPLIES AND EXPENS	\$190.21	6190	REC-SUPPLIES & MAINTENNACE
E 220-555390-372		SAFETY EQUIPMENT	\$1,108.15	6190	REC-SAFETY EQUIPMENT
E 220-555390-394		POMS EXPENSES	\$2,729.00	6190	POMS EXPENSES
E 100-514700-380		EQUIPMENT/CAPITAL O	\$69.00	6190	TECH-EQUIPMENT
E 601-573825-372		SAFETY EQUIPMENT	\$1,849.68	6208	CWRC-SAFETY
E 601-573830-340		MAINTENANCE SUPPLIE	\$259.10	6208	CWRC-MAINTENANCE SUPPLIES
E 601-573835-360		COLLECTION SYSTEM M	\$3.95	6208	CWRC-COLLECTION SYSTEM
E 601-573840-340		MAINTENANCE SUPPLIE	\$59.84	6208	CWRC-MAINTENANCE SUPPLIES
E 100-533210-350		OPERATING SUPPLIES	\$30.38	6216	DPW-OPERATING
E 100-533210-353		MAINTENANCE PARTS	\$321.09	6216	DPW-MAINTENANCE PARTS
E 100-533311-240		REPAIR AND MAINTENA	\$174.99	6216	DPW-REPAIR & MAINTENANCE
E 100-513200-330		TRAVEL & TRAINING	\$368.00	6621	TRAVEL & TRAINING
E 100-514100-210		PROFESSIONAL SERVIC	\$51.76	6621	TECH-PROFESSIONAL SERVICES
E 100-518100-350		OPERATING SUPPLIES	\$221.85	6621	CH-OPERATING
E 220-555390-347		SUPPLIES AND EXPENS	\$563.97	6621	REC-SUPPLIES & EXPENSES
E 220-555390-372		SAFETY EQUIPMENT	\$315.00	6621	REC-SAFETY EQUIPMENT
E 260-555110-382		LIBRARY TECHNOLOGY	\$11.50	6621	LIBR-TECH
E 220-555390-290		MAINT/CONTRACTED S	\$190.76	6621	REC-MAINTENANCE
E 260-555110-223		MARKETING	\$41.40	6639	LIBR-MARKETING
E 260-555110-310		OFFICE SUPPLIES	\$63.25	6639	LIBR-OFFICE SUPPLIES
E 260-555110-315		POSTAGE	\$27.70	6639	LIBR-POSTAGE
E 260-555110-319		PUBLICATIONS AND SU	\$219.42	6639	LIBR-PUBLICATIONS
E 260-555110-322		DONATION EXPENDITU	\$755.28	6639	LIBR-DONATION EXPENDITURE
E 260-555110-382		LIBRARY TECHNOLOGY	\$12.98	6639	LIBR-TECH
E 100-533210-350		OPERATING SUPPLIES	(\$147.70)	6761	PARKS
E 100-533210-350		OPERATING SUPPLIES	(\$10.18)	6761	REC-SAFETY EQUIPMENT
E 100-533210-353		MAINTENANCE PARTS	\$1,065.76	6761	REC-SAFETY EQUIPMENT

## CITY OF CEDARBURG

05/20/21 10:09 AM

Page 3

**\*Check Detail Register©**

Batch: 050721AP,051021AP,051421AP,051421WE

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 100-555510-240		REPAIR AND MAINTENA	\$140.56	6761	REC-SAFETY EQUIPMENT
E 100-522110-310		OFFICE SUPPLIES	\$123.48	6779	PD-OFFICE SUPPLIES
E 100-522110-390		OTHER EXPENSES	\$120.00	6779	PD-OTHER EXPENSES
E 100-522120-330		TRAVEL & TRAINING	\$197.00	6779	PD-TRAVEL & TRAINING
E 100-522120-380		EQUIPMENT/CAPITAL O	\$40.56	6779	PD-EQUIPMENT
E 100-522120-390		OTHER EXPENSES	\$936.48	6779	PD-OTHER EXPENSES
E 100-522130-330		TRAVEL & TRAINING	\$122.58	6779	PD-TRAVEL & TRAINING
E 100-522100-240		REPAIR AND MAINTENA	\$33.98	6779	PD-REPAIR & MAINTENANCE
E 100-555145-240		REPAIR AND MAINTENA	\$6.61	6829	SRCTR
		Total	\$13,350.41		
<b>37679</b>	05/07/21	<b>CARRICO AQUATIC RESOURCES INC</b>			
E 240-555320-380		EQUIPMENT/CAPITAL O	\$49.54	20211703	POOL-EQUIPMENT
		Total	\$49.54		
<b>37680</b>	05/07/21	<b>CEDAR CORPORATION</b>			
E 100-533720-290		MAINT/CONTRACTED S	\$1,333.34	107213	PLEASANT VALLEY LANDFILL MONITORING
G 100-131060		INVOICE CLEARING AC	\$666.66	107213	PLEASANT VALLEY LANDFILL MONITORING
		Total	\$2,000.00		
<b>37681</b>	05/07/21	<b>CEDARBURG CHAMBER OF COMMERCE</b>			
E 100-555220-390		OTHER EXPENSES	\$7,000.00	13172	CELEBRATIONS-OTHER EXPENSES
		Total	\$7,000.00		
<b>37682</b>	05/07/21	<b>CEDARBURG OVERHEAD DOOR CO.</b>			
E 221-533210-240		REPAIR AND MAINTENA	\$899.00	73624	DPW-MAINTENANCE
		Total	\$899.00		
<b>37683</b>	05/07/21	<b>CEDARBURG SCHOOL DISTRICT</b>			
E 220-555390-228		SCHOOL DISTRICT FEE	\$380.00	5421	REC-RENTAL COSTS
		Total	\$380.00		
<b>37684</b>	05/07/21	<b>JONATHAN CENSKY</b>			
E 100-566310-210		PROFESSIONAL SERVIC	\$6,417.60	21-0004	PLAN-PROFESSIONAL SERVICES-APRIL 2021
		Total	\$6,417.60		
<b>37685</b>	05/07/21	<b>CHAMBER OF COMMERCE</b>			
E 210-566700-721		CHAMBER TOURISM & D	\$3,478.75	CK REQ	ROOM TAX- 1ST QTR 2021
		Total	\$3,478.75		
<b>37686</b>	05/07/21	<b>CHAMBER OF COMMERCE</b>			
E 210-566700-721		CHAMBER TOURISM & D	\$10,436.26	CK REQ	ROOM TAX-1ST QTR 2021
		Total	\$10,436.26		
<b>37687</b>	05/07/21	<b>CONLEY MEDIA, LLC</b>			
E 100-514100-325		LEGAL PUBLICATIONS	\$419.14	265190421	CLERK-LEGAL PUBLICATIONS
		Total	\$419.14		
<b>37688</b>	05/07/21	<b>CONTAIN-IT MN, LLC</b>			
E 601-573840-340		MAINTENANCE SUPPLIE	\$3,745.00	5010A	CWRC-STORAGE CONTAINERS
E 601-573840-340		MAINTENANCE SUPPLIE	\$3,745.00	5011A	CWRC-STORAGE CONTAINERS



## CITY OF CEDARBURG

05/20/21 10:09 AM

Page 4

**\*Check Detail Register©**

Batch: 050721AP,051021AP,051421AP,051421WE

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$7,490.00		
<b>37689</b>	05/07/21	<b>CORNERSTONE ONE, LLC</b>			
E 100-522100-240		REPAIR AND MAINTENA	\$2,632.00	19495	PD-REPAIR & MAINTENANCE
Total			\$2,632.00		
<b>37690</b>	05/07/21	<b>DAN KRALL &amp; CO. INC.</b>			
E 100-533210-353		MAINTENANCE PARTS	\$878.24	67447	DPW-MAINTENANCE PARTS
Total			\$878.24		
<b>37691</b>	05/07/21	<b>DIGICORP, INC.</b>			
E 400-522110-807		STATION IMPROVEMEN	\$786.25	336905	PD-STATION IMPROVEMENTS
Total			\$786.25		
<b>37692</b>	05/07/21	<b>DIGITAL EDGE OF GRAFTON</b>			
E 100-522120-347		SUPPLIES AND EXPENS	\$296.00	18487	PD-SUPPLIES & EXPENSES
Total			\$296.00		
<b>37693</b>	05/07/21	<b>EMERGENCY MEDICAL PRODUCTS</b>			
E 100-522120-380		EQUIPMENT/CAPITAL O	\$198.22	2249562	PD-EQUIPMENT/CAPITAL OUTLAY
Total			\$198.22		
<b>37694</b>	05/07/21	<b>FASTENAL COMPANY</b>			
E 100-533210-353		MAINTENANCE PARTS	\$12.18	WISAU12332	DPW-MAINTENANCE PARTS
E 100-533210-353		MAINTENANCE PARTS	\$299.61	WISAU12351	DPW-MAINTENANCE PARTS
Total			\$311.79		
<b>37695</b>	05/07/21	<b>FIRST ADVANTAGE</b>			
E 100-533210-210		PROFESSIONAL SERVIC	\$130.54	2506122104	DRUG TESTING
G 100-156200		DUE FROM LIGHT & WA	\$39.95	2506122104	DRUG TESTING
Total			\$170.49		
<b>37696</b>	05/07/21	<b>GRAFTON ACE HARDWARE</b>			
E 200-544210-350		OPERATING SUPPLIES	\$28.78	166330	CEMETERY-MAINTENANCE
Total			\$28.78		
<b>37697</b>	05/07/21	<b>JANIS GRALEWSKI</b>			
E 100-555140-210		PROFESSIONAL SERVIC	\$98.73	CK REQ	SRCTR-FITNESS INSTRUCTOR
Total			\$98.73		
<b>37698</b>	05/07/21	<b>GUETZKE &amp; ASSOCIATES, INC.</b>			
E 100-533210-210		PROFESSIONAL SERVIC	\$280.00	1403802-IN	DPW-PROFESSIONAL SERVICES
Total			\$280.00		
<b>37699</b>	05/07/21	<b>HEARTLAND ENVIRONMENTAL DISTRI</b>			
E 601-573825-372		SAFETY EQUIPMENT	\$2,146.37	104660	CWRC-SAFETY EQUIPMENT
Total			\$2,146.37		
<b>37700</b>	05/07/21	<b>HOME DEPOT CREDIT SERVICES</b>			
E 100-533210-350		OPERATING SUPPLIES	\$331.03	3692	DPW-OPERATING
E 100-555510-240		REPAIR AND MAINTENA	\$54.09	3692	PARKS-REPAIR & MAINTENANCE

## CITY OF CEDARBURG

05/20/21 10:09 AM

Page 5

**\*Check Detail Register©**

Batch: 050721AP,051021AP,051421AP,051421WE

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$385.12		
<b>37701</b>	05/07/21	<b>HOUSEMAN &amp; FEIND, LLP</b>			
E 100-516100-211		EXTRAORDINARY SERVI	\$1,910.00	73661	CH-LEGAL
E 353-566710-212		ATTORNEY/CONSULTAN	\$2,470.00	73661	HIGHWAY 60-LEGAL
G 100-156200		DUE FROM LIGHT & WA	\$40.00	73661	LIGHT & WATER-LEGAL
E 400-533750-841		PROCHNOW	\$260.00	73661	PROCHNOW-LEGAL
Total			\$4,680.00		
<b>37702</b>	05/07/21	<b>IBS OF SOUTHEASTERN WISCONSIN</b>			
E 100-533210-353		MAINTENANCE PARTS	\$389.95	100686053	DPW-MAINTENANCE PARTS
E 100-533210-353		MAINTENANCE PARTS	\$47.95	100686134	DPW-MAINTENANCE PARTS
Total			\$437.90		
<b>37703</b>	05/07/21	<b>JANI-KING OF MILWAUKEE</b>			
E 100-533210-350		OPERATING SUPPLIES	\$390.53	MIL05210396	DPW-OPERATING
Total			\$390.53		
<b>37704</b>	05/07/21	<b>KANOPY, INC.</b>			
E 260-555110-322		DONATION EXPENDITU	\$320.00	246457	LIBR-DONATION
Total			\$320.00		
<b>37705</b>	05/07/21	<b>LANGE ENTERPRISES</b>			
E 100-522310-310		OFFICE SUPPLIES	\$188.90	76052	BI-OFFICE SUPPLIES
Total			\$188.90		
<b>37706</b>	05/07/21	<b>LAROSA LANDSCAPE COMPANY</b>			
E 260-555110-290		MAINT/CONTRACTED S	\$480.00	0008736-IN	LIBR-MAINTENANCE
E 100-522100-240		REPAIR AND MAINTENA	\$515.25	0009129-IN	PD-MAINTENANCE-MAY 2021
Total			\$995.25		
<b>37707</b>	05/07/21	<b>MASTER PRINTWEAR</b>			
E 220-555390-394		POMS EXPENSES	\$126.00	10097	POMS EXPENSE
Total			\$126.00		
<b>37708</b>	05/07/21	<b>MATHESON TRI-GAS</b>			
E 100-533210-350		OPERATING SUPPLIES	\$53.95	0023509860	DPW-OPERATING
Total			\$53.95		
<b>37709</b>	05/07/21	<b>MULCAHY SHAW WATER, INC.</b>			
E 601-573825-370		LAB SUPPLIES	\$200.00	323279	CWRC-MAINTENANCE
Total			\$200.00		
<b>37710</b>	05/07/21	<b>NAPA AUTO PARTS</b>			
E 100-533210-353		MAINTENANCE PARTS	\$31.88	5269-124978	DPW-MAINTENANCE PARTS
E 100-533210-353		MAINTENANCE PARTS	\$35.09	5269-125440	DPW-MAINTENANCE PARTS
E 100-533210-353		MAINTENANCE PARTS	\$29.61	5269-125447	DPW-MAINTENANCE PARTS
E 100-533210-353		MAINTENANCE PARTS	\$5.99	5269-125758	DPW-MAINTENANCE PARTS
E 100-533210-353		MAINTENANCE PARTS	\$14.68	5269-125760	DPW-MAINTENANCE PARTS
E 100-533210-353		MAINTENANCE PARTS	\$46.79	5269-125800	DPW-MAINTENANCE PARTS
E 100-533210-353		MAINTENANCE PARTS	\$50.94	5269-125801	DPW-MAINTENANCE PARTS

## CITY OF CEDARBURG

05/20/21 10:09 AM

Page 6

**\*Check Detail Register©**

Batch: 050721AP,051021AP,051421AP,051421WE

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 100-533210-353		MAINTENANCE PARTS	\$91.72	5269-125805	DPW-MAINTENANCE PARTS
E 100-533210-353		MAINTENANCE PARTS	\$4.18	5269-126556	DPW-MAINTENANCE PARTS
E 100-533210-353		MAINTENANCE PARTS	(\$14.68)	5269-126580	DPW-MAINTENANCE PARTS
E 100-533210-353		MAINTENANCE PARTS	\$33.87	5269-127242	DPW-MAINTENANCE PARTS
		Total	\$330.07		
<b>37711</b>	05/07/21	<b>ONTECH SYSTEMS, INC</b>			
E 100-514700-210		PROFESSIONAL SERVIC	\$922.00	56636	TECH-MONITORING NETWORK
E 240-555320-290		MAINT/CONTRACTED S	\$396.72	56794	POOL-CONTRACTED SERVICES
		Total	\$1,318.72		
<b>37712</b>	05/07/21	<b>OTC BRANDS, INC.</b>			
E 260-555110-322		DONATION EXPENDITU	\$94.84	709346554-0	LIBR-DONATIONS
		Total	\$94.84		
<b>37713</b>	05/07/21	<b>ORKIN COMMERCIAL SERVICES</b>			
E 260-555110-290		MAINT/CONTRACTED S	\$78.00	210987258	LIBR-MAINTENANCE
		Total	\$78.00		
<b>37714</b>	05/07/21	<b>OWEN'S OFFICE SUPPLIES</b>			
E 100-522310-310		OFFICE SUPPLIES	\$242.00	30721	BI-OFFICE SUPPLIES
		Total	\$242.00		
<b>37715</b>	05/07/21	<b>PACE ANALYTICAL SERVICES, LLC</b>			
E 601-573825-370		LAB SUPPLIES	\$263.00	2140099900	CWRC-LAB SUPPLIES
		Total	\$263.00		
<b>37716</b>	05/07/21	<b>PERSONNEL SYSTEMS CORPORATION</b>			
E 100-522130-210		PROFESSIONAL SERVIC	\$910.00	16191	PD-PROFESSIONAL SERVICES
		Total	\$910.00		
<b>37717</b>	05/07/21	<b>PRIORITY DISPATCH</b>			
E 100-522230-290		MAINT/CONTRACTED S	\$1,200.00	SIN280776	FD-CONTRACTED SERVICES
E 100-522110-240		REPAIR AND MAINTENA	\$1,200.00	SIN280776	PD-REPAIR & MAINTENANCE
		Total	\$2,400.00		
<b>37718</b>	05/07/21	<b>REINDERS, INC.</b>			
E 100-533210-353		MAINTENANCE PARTS	\$150.10	1874453.00	DPW-MAINTENANCE PARTS
		Total	\$150.10		
<b>37719</b>	05/07/21	<b>RNR WATER, LLC</b>			
E 350-566710-210		PROFESSIONAL SERVIC	\$187.50	14	TID #4-PROFESSIONAL SERVICES
		Total	\$187.50		
<b>37720</b>	05/07/21	<b>CHARLES ROBINSON</b>			
R 220-467332		POMS REVENUE	\$55.00	CK REQ	REC-REFUND SOCCER
		Total	\$55.00		
<b>37721</b>	05/07/21	<b>ELIZABETH ROLLAND</b>			
E 100-555140-210		PROFESSIONAL SERVIC	\$68.80	CK REQ	SRCTR-TAIJI FIT INSTRUCTOR
		Total	\$68.80		

## CITY OF CEDARBURG

05/20/21 10:09 AM

Page 7

**\*Check Detail Register©**

Batch: 050721AP,051021AP,051421AP,051421WE

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>37722</b>	05/07/21	<b>RUDIG TROPHIES</b>			
E 220-555390-347		SUPPLIES AND EXPENS	\$228.00	72857	REC-SUPPLIES & EXPENSES
		Total	\$228.00		
<b>37723</b>	05/07/21	<b>SHERWIN-WILLIAMS</b>			
E 100-533311-240		REPAIR AND MAINTENA	\$1,509.18	4036-7	DPW-STREET REPAIR & MAINTENANCE
		Total	\$1,509.18		
<b>37724</b>	05/07/21	<b>LINDA SHORT</b>			
E 100-555140-210		PROFESSIONAL SERVIC	\$131.64	CK REQ	SRCR-FITNESS W/FOCUS INSTRUCTOR
		Total	\$131.64		
<b>37725</b>	05/07/21	<b>SOUTHEAST WISCONSIN TECH</b>			
E 100-533210-353		MAINTENANCE PARTS	\$75.43	04212110	DPW-MAINTENANCE PARTS
		Total	\$75.43		
<b>37726</b>	05/07/21	<b>SOUTHSIDE TIRE CO., INC.</b>			
E 100-533210-353		MAINTENANCE PARTS	\$265.90	856063	DPW-MAINTENANCE PARTS
E 100-533210-353		MAINTENANCE PARTS	\$1,278.57	856146	DPW-MAINTENANCE PARTS
		Total	\$1,544.47		
<b>37727</b>	05/07/21	<b>SPEEDY CLEAN DRAIN &amp; SEWER, INC</b>			
G 601-184313		COLLECTION MAINS AN	\$5,250.00	72887	CWRC-COLLECTION MAINS AND ACCESS.
		Total	\$5,250.00		
<b>37728</b>	05/07/21	<b>STARBOUND NATIONAL TALENT COMP</b>			
E 220-555390-394		POMS EXPENSES	\$1,089.00	1	POMS EXPENSE
		Total	\$1,089.00		
<b>37729</b>	05/07/21	<b>SUPERIOR CHEMICAL CORP.</b>			
E 100-555510-240		REPAIR AND MAINTENA	\$213.69	300962	PARKS-REPAIR & MAINTENANCE
		Total	\$213.69		
<b>37730</b>	05/07/21	<b>SYNCHRONY BANK</b>			
G 100-239837		DEVELOPERS DEPOSIT-	\$429.00	3155	DEVELOPERS TREE PLANTING
		Total	\$429.00		
<b>37731</b>	05/07/21	<b>THE BUSINESS JOURNAL</b>			
E 260-555110-319		PUBLICATIONS AND SU	\$160.00	0506955553	LIBR-PUBLICATIONS
		Total	\$160.00		
<b>37732</b>	05/07/21	<b>TIME WARNER CABLE</b>			
E 100-522110-225		TELEPHONE/COMMUNI	\$434.00	042521	PD-INTERNET
		Total	\$434.00		
<b>37733</b>	05/07/21	<b>UNIFIRST CORPORATION</b>			
E 601-573825-372		SAFETY EQUIPMENT	\$78.35	096 1181993	CWRC-SAFETY
E 100-533210-350		OPERATING SUPPLIES	\$49.51	096 1181995	DPW-OPERATING
		Total	\$127.86		
<b>37734</b>	05/07/21	<b>VERMONT SYSTEMS INC.</b>			
E 240-555320-380		EQUIPMENT/CAPITAL O	\$1,250.00	69662	POOL-EQUIPMENT

## CITY OF CEDARBURG

05/20/21 10:09 AM

Page 8

**\*Check Detail Register©**

Batch: 050721AP,051021AP,051421AP,051421WE

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$1,250.00		
<b>37735</b>	05/07/21	<b>ERIC WAGNER</b>			
R 220-467329		SUMMER SOCCER	\$55.00	CK REQ	REC-REFUND SOCCER
Total			\$55.00		
<b>37736</b>	05/07/21	<b>WASHINGTON COUNTY TREASURER</b>			
E 100-533450-450		SNOW AND ICE MATERI	\$790.95	7807	DPW-SNOW & ICE
Total			\$790.95		
<b>37737</b>	05/07/21	<b>WAUKESHA COUNTY TECH COLLEGE</b>			
E 100-522130-330		TRAVEL & TRAINING	\$250.00	S0740817	PD-TRAVEL & TRAINING
Total			\$250.00		
<b>37738</b>	05/07/21	<b>MICHAEL WILDE</b>			
R 220-467310		SUMMER/WINTER REC	\$140.00	CK REQ	REC-REFUND CHESS CAMP
Total			\$140.00		
<b>37739</b>	05/10/21	<b>A LYNEIS ELECTRIC LLC</b>			
E 400-555320-865		SWIMMING POOL	\$11,764.00	6017	POOL-INSTALL 23 LED LIGHTS
Total			\$11,764.00		
<b>37740</b>	05/14/21	<b>AIRGAS USA LLC</b>			
E 100-533210-350		OPERATING SUPPLIES	\$36.00	9979213623	DPW-OPERATING
Total			\$36.00		
<b>37741</b>	05/14/21	<b>ALTEC INDUSTRIES, INC.</b>			
E 100-533210-353		MAINTENANCE PARTS	\$709.29	50747593	DPW-MAINTENANCE PARTS
Total			\$709.29		
<b>37742</b>	05/14/21	<b>AMBROSE ENGINEERING INC.</b>			
E 240-555320-340		MAINTENANCE SUPPLIE	\$1,250.00	44566	POOL-REPAIR & MAINTENANCE
Total			\$1,250.00		
<b>37743</b>	05/14/21	<b>BADGER STATE WASTE, LLC</b>			
E 601-573825-294		SLUDGE HAULING	\$20,010.00	3025	CWRC-SLUDGE HAULING-APRIL 2021
Total			\$20,010.00		
<b>37744</b>	05/14/21	<b>BAKER &amp; TAYLOR BOOKS</b>			
E 260-555110-319		PUBLICATIONS AND SU	\$249.22	2035877129	LIBR-PUBLICATIONS
E 260-555110-322		DONATION EXPENDITU	\$200.00	2035877129	LIBR-DONATIONS
E 260-555110-319		PUBLICATIONS AND SU	\$378.50	2035881969	LIBR-PUBLICATIONS
E 260-555110-322		DONATION EXPENDITU	\$85.00	2058881969	LIBR-DONATIONS
Total			\$912.72		
<b>37745</b>	05/14/21	<b>BAKER TILLY US, LLP</b>			
E 100-515900-210		PROFESSIONAL SERVIC	\$7,500.00	BT 1805927	2020 AUDIT
Total			\$7,500.00		
<b>37746</b>	05/14/21	<b>BARTON SMALL ENGINE, LLC</b>			
E 100-533210-353		MAINTENANCE PARTS	\$63.96	291578	DPW-MAINTENANCE PARTS

## CITY OF CEDARBURG

05/20/21 10:09 AM

Page 9

**\*Check Detail Register©**

Batch: 050721AP,051021AP,051421AP,051421WE

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$63.96		
<b>37747</b>	05/14/21	<b>BOEHLKE BOTTLED GAS CORP.</b>			
G 221-161500		FUEL INVENTORY	\$814.30	155110	DPW-FUEL INVENTORY
Total			\$814.30		
<b>37748</b>	05/14/21	<b>BRAKE &amp; EQUIPMENT COMPANY</b>			
E 100-533210-353		MAINTENANCE PARTS	\$195.00	633625	DPW-MAINTENANCE PARTS
Total			\$195.00		
<b>37749</b>	05/14/21	<b>BRAUN THYSSENKRUPP ELEVATOR</b>			
E 100-518100-240		REPAIR AND MAINTENA	\$239.68	17096	COMPLEX-REPAIR & MAINTENANCE
Total			\$239.68		
<b>37750</b>	05/14/21	<b>BUBLITZ CREATIVE</b>			
E 260-555110-382		LIBRARY TECHNOLOGY	\$150.00	4536	LIBR-TECH
Total			\$150.00		
<b>37751</b>	05/14/21	<b>C&amp;C COURTS INC/SPORT COURT NOR</b>			
E 100-555510-240		REPAIR AND MAINTENA	\$308.00	2021-268	REC-REPAIR & MAINTENANCE
Total			\$308.00		
<b>37752</b>	05/14/21	<b>CEDARBURG LIGHT &amp; WATER</b>			
E 601-573850-216		L&W BILLING	\$10,930.20	8123	CWRC-SEWERAGE MAY 2021
G 100-256201		DUE TO L&W IMPACT F	\$2,049.98	CK REQ	WTR IMPACT FEE-ALLAN BUILDERS N50W7328 WESTERN AVE, LOT #22
Total			\$12,980.18		
<b>37753</b>	05/14/21	<b>CEDARBURG SCHOOL DISTRICT</b>			
E 220-555390-228		SCHOOL DISTRICT FEE	\$1,220.00	CK REQ	REC-HIGH SCHOOL TENNIS COURT RENTAL
Total			\$1,220.00		
<b>37754</b>	05/14/21	<b>CKC GRAPHICS &amp; SIGNS</b>			
E 400-522120-811		VEHICLE REPLACEMEN	\$2,985.00	4502	PD-VEHICLE REPLACEMENT-GRAPHICS
Total			\$2,985.00		
<b>37755</b>	05/14/21	<b>CULLIGAN OF WEST BEND</b>			
E 100-522100-340		MAINTENANCE SUPPLIE	\$117.00	502X0429750	PD-WATER SOFTENER
Total			\$117.00		
<b>37756</b>	05/14/21	<b>EGELHOFF LAWNMOWER SERVICE</b>			
E 100-533210-353		MAINTENANCE PARTS	\$18.40	284583	DPW-MAINTENANCE PARTS
Total			\$18.40		
<b>37757</b>	05/14/21	<b>FASTENAL COMPANY</b>			
E 100-533210-353		MAINTENANCE PARTS	\$336.95	WISAU12358	DPW-MAINTENANCE
Total			\$336.95		
<b>37758</b>	05/14/21	<b>FIVE CORNERS DODGE</b>			
E 100-522120-240		REPAIR AND MAINTENA	\$399.60	76639	PD-REPAIR & MAINTENANCE
Total			\$399.60		
<b>37759</b>	05/14/21	<b>FORESTRY SUPPLIERS</b>			

## CITY OF CEDARBURG

05/20/21 10:09 AM

Page 10

**\*Check Detail Register©**

Batch: 050721AP,051021AP,051421AP,051421WE

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 100-555510-240		REPAIR AND MAINTENA	\$313.83	888921-00	PARKS-REPAIR & MAINTENANCE
		Total	\$313.83		
<b>37760</b>	05/14/21	<b>BROOKE FULCER</b>			
G 100-261310		POLICE DOT TRANSACT	\$21.00	CK REQ	PD-OVERPAYMENT OF DMV FEES
		Total	\$21.00		
<b>37761</b>	05/14/21	<b>GENERAL COMMUNICATIONS, INC.</b>			
E 100-522110-225		TELEPHONE/COMMUNI	\$1,200.00	293529	PD-TELECON
		Total	\$1,200.00		
<b>37762</b>	05/14/21	<b>GIERACHS SERVICE</b>			
E 100-522110-390		OTHER EXPENSES	\$151.00	71830	PD-TOWING
		Total	\$151.00		
<b>37763</b>	05/14/21	<b>GRAINGER</b>			
E 100-555510-240		REPAIR AND MAINTENA	\$64.72	9881421268	PARKS-REPAIR & MAINTENANCE
		Total	\$64.72		
<b>37764</b>	05/14/21	<b>GROTA APPRAISALS, LLC</b>			
E 100-515400-210		PROFESSIONAL SERVIC	\$6,262.50	1613	ASSESSOR-MAY 2021
		Total	\$6,262.50		
<b>37765</b>	05/14/21	<b>GRUBER, LAURA</b>			
E 220-555390-290		MAINT/CONTRACTED S	\$200.00	CK REQ	REC-REFUND STAY HOME ALONE CLASS
		Total	\$200.00		
<b>37766</b>	05/14/21	<b>HEIN ELECTRIC SUPPLY CO</b>			
E 100-522100-340		MAINTENANCE SUPPLIE	\$103.62	802455-00	PD-MAINTENANCE SUPPLIES
		Total	\$103.62		
<b>37767</b>	05/14/21	<b>JULIA HOYT</b>			
R 220-467317		YOUTH FOOTBALL REGI	\$45.00	CK REQ	REC-REFUND FLAG FOOTBALL
		Total	\$45.00		
<b>37768</b>	05/14/21	<b>J.R. BOEHLKE, INC.</b>			
E 100-555510-290		MAINT/CONTRACTED S	\$99.00	12373	PARKS-CONTRACTED SERVICES
E 100-555510-290		MAINT/CONTRACTED S	\$618.00	12409	PARKS-CONTRACTED SERVICES-CEDAR CREEK
E 100-555510-290		MAINT/CONTRACTED S	\$385.00	12410	PARKS-CONTRACTED SERVICES-BEHLING FIELD
		Total	\$1,102.00		
<b>37769</b>	05/14/21	<b>JANI-KING OF MILWAUKEE</b>			
E 260-555110-290		MAINT/CONTRACTED S	\$951.90	MIL05210424	LIBR-MAINTENANCE
		Total	\$951.90		
<b>37770</b>	05/14/21	<b>JOHNSONS NURSERY, INC.</b>			
E 100-555510-341		TREES AND SUPPLIES	\$459.00	MO-1251-1	PARKS-TREES & SUPPLIES
G 100-239837		DEVELOPERS DEPOSIT-	\$3,550.00	MO-2600-1	PARKS-DEVELOPERS - TREE PLANTING
		Total	\$4,009.00		
<b>37771</b>	05/14/21	<b>JOSEPH JACOBS</b>			

## CITY OF CEDARBURG

05/20/21 10:09 AM

Page 11

**\*Check Detail Register©**

Batch: 050721AP,051021AP,051421AP,051421WE

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 100-522310-210		PROFESSIONAL SERVIC	\$165.00	21-006	BI-ELECTRICAL 4/27-5/3
		Total	\$165.00		
<b>37772</b>	05/14/21	<b>LOCHEN EQUIPMENT</b>			
E 100-533210-353		MAINTENANCE PARTS	\$314.02	T46549	DPW-MAINTENANCE PARTS
		Total	\$314.02		
<b>37773</b>	05/14/21	<b>MATHESON TRI-GAS</b>			
E 100-533210-350		OPERATING SUPPLIES	\$36.15	51799519	DPW-OPERATING
		Total	\$36.15		
<b>37774</b>	05/14/21	<b>MILWAUKEE AREA TECHNICAL</b>			
E 100-522120-330		TRAVEL & TRAINING	\$346.47	62281	PD-TRAVEL & TRAINING
		Total	\$346.47		
<b>37775</b>	05/14/21	<b>MINOR'S GARDEN CENTER</b>			
E 100-555510-384		LEGACY TREE & BENCH	\$190.00	0328238	PARKS-LEGACY TREE
G 100-239837		DEVELOPERS DEPOSIT-	\$4,880.00	0329398	DEVELOPERS-TREE PLANTING
E 100-555510-341		TREES AND SUPPLIES	\$380.00	0329398	PARKS-TREES AND SUPPLIES
		Total	\$5,450.00		
<b>37776</b>	05/14/21	<b>NAPA AUTO PARTS</b>			
E 100-533210-353		MAINTENANCE PARTS	\$139.98	5269-127220	DPW-MAINTENANCE PARTS
E 100-533210-353		MAINTENANCE PARTS	\$6.15	5269-127368	DPW-MAINTENANCE PARTS
E 100-533210-353		MAINTENANCE PARTS	\$98.97	5269-127512	DPW-MAINTENANCE PARTS
E 100-533210-353		MAINTENANCE PARTS	\$114.27	5269-128116	DPW-MAINTENANCE PARTS
E 100-533210-353		MAINTENANCE PARTS	\$35.98	5269-128121	DPW-MAINTENANCE PARTS
E 100-533210-353		MAINTENANCE PARTS	\$68.94	5269-128312	DPW-MAINTENANCE PARTS
E 100-533210-353		MAINTENANCE PARTS	\$18.96	5269128397	DPW-MAINTENANCE PARTS
		Total	\$483.25		
<b>37777</b>	05/14/21	<b>NASSCO, INC.</b>			
E 260-555110-310		OFFICE SUPPLIES	\$55.94	S2672342.00	LIBR-OFFICE SUPPLIES
E 100-555510-240		REPAIR AND MAINTENA	\$77.95	S2753291.00	PARKS-REPAIR & MAINTENANCE
		Total	\$133.89		
<b>37778</b>	05/14/21	<b>NEENAH FOUNDRY CO.</b>			
E 100-533440-240		REPAIR AND MAINTENA	\$477.00	411205	DPW-REPAIR & MAINTENANCE
		Total	\$477.00		
<b>37779</b>	05/14/21	<b>OWEN'S OFFICE SUPPLIES</b>			
E 100-555140-310		OFFICE SUPPLIES	\$83.04	30735	SRCTR-OFFICE SUPPLIES
		Total	\$83.04		
<b>37780</b>	05/14/21	<b>OZAUKEE COUNTY</b>			
E 240-555320-324		LICENSES & PERMITS	\$250.00	138 HSAT-7	POOL LICENSE RENEWAL 2021
E 240-555321-324		LICENSES & PERMITS	\$330.00	138 HSAT-7	CONCESSIONS STAND LICENSE RENEWAL 2021
		Total	\$580.00		
<b>37781</b>	05/14/21	<b>POSTNET WI104</b>			
E 100-533210-353		MAINTENANCE PARTS	\$22.12	346474	DPW-MAINTENANCE PARTS



## CITY OF CEDARBURG

05/20/21 10:09 AM

Page 12

**\*Check Detail Register©**

Batch: 050721AP,051021AP,051421AP,051421WE

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$22.12		
<b>37782</b>	05/14/21	<b>KURT SCHOESSOW</b>			
E 100-533450-340		MAINTENANCE SUPPLIE	\$1,875.57	646	DPW-MAINTENANCE SUPPLIES
Total			\$1,875.57		
<b>37783</b>	05/14/21	<b>SHERWIN INDUSTRIES, INC.</b>			
E 100-533311-240		REPAIR AND MAINTENA	\$86.93	SC046635	DPW-REPAIR & MAINTENANCE
Total			\$86.93		
<b>37784</b>	05/14/21	<b>STAFFORD ROSENBAUM LLP</b>			
E 700-519400-546		INSURANCE CLAIMS - 2	\$838.05	1252004	INSURANCE CLAIMS-2019
Total			\$838.05		
<b>37785</b>	05/14/21	<b>PAUL STENDER</b>			
R 220-467329		SUMMER SOCCER	\$65.00	CK REQ	REC-REFUND SOCCER LEAGUE
Total			\$65.00		
<b>37786</b>	05/14/21	<b>STREICHER'S POLICE EQUIPMENT</b>			
E 100-522120-346		UNIFORMS	\$41.00	I1499538	PD-UNIFORMS
Total			\$41.00		
<b>37787</b>	05/14/21	<b>THE UNIFORM SHOPPE</b>			
E 100-522130-346		UNIFORMS	\$202.35	310077	PD-UNIFORMS
E 100-522120-346		UNIFORMS	\$269.25	310290	PD-UNIFORMS
Total			\$471.60		
<b>37788</b>	05/14/21	<b>TRANS UNION LLC</b>			
E 100-522110-225		TELEPHONE/COMMUNI	\$55.00	04105808	PD-MONTHLY SERVICE APRIL 2021
Total			\$55.00		
<b>37789</b>	05/14/21	<b>TRANSUNION RISK &amp; ALTERNATIVE</b>			
E 100-522110-225		TELEPHONE/COMMUNI	\$75.00	428298-2021	PD-APRIL 2021
Total			\$75.00		
<b>37790</b>	05/14/21	<b>TRUCK COUNTRY-MILWAUKEE NORTH</b>			
E 100-533210-353		MAINTENANCE PARTS	\$221.04	X207037408:	DPW-MAINTENANCE PARTS
E 100-533210-353		MAINTENANCE PARTS	\$194.72	X207037466:	DPW-MAINTENANCE PARTS
Total			\$415.76		
<b>37791</b>	05/14/21	<b>UNEMPLOYMENT INSURANCE</b>			
E 700-519400-393		UNEMPLOYMENT COMP	\$146.10	692109-000-3	UNEMPLOYMENT CHARGES-APRIL 2021
Total			\$146.10		
<b>37792</b>	05/14/21	<b>UNIFIRST CORPORATION</b>			
E 601-573825-372		SAFETY EQUIPMENT	\$78.35	096 1183077	CWRC-SAFETY EQUIPMENT
E 100-533210-350		OPERATING SUPPLIES	\$49.51	096 1183079	DPW-OPERATING
E 601-573830-342		JANITORIAL SUPPLIES	\$73.50	096 1183084	CWRC-JANITORIAL SUPPLIES
Total			\$201.36		
<b>37793</b>	05/14/21	<b>VANTAGE FINANCIAL</b>			
E 400-555510-610		DEBT SERVICE - PRINCI	\$3,150.71	41512	GRAPPLE TRUCK-PRINCIPAL

## CITY OF CEDARBURG

05/20/21 10:09 AM

Page 13

**\*Check Detail Register©**

Batch: 050721AP,051021AP,051421AP,051421WE

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 400-555510-620		DEBT SERVICE - INTER	\$457.29	41512	GRAPPLE TRUCK-INTEREST
		Total	\$3,608.00		
<b>37794</b>	05/14/21	<b>VILLAGE OF THIENSVILLE</b>			
E 100-519200-210		PROFESSIONAL SERVIC	\$1,175.00	2021-14	PROFESSIONAL SERVICES-FIRE & EMS SHARED SERVICES
		Total	\$1,175.00		
<b>37795</b>	05/14/21	<b>WAYSIDE NURSERIES, INC.</b>			
E 100-555510-341		TREES AND SUPPLIES	\$750.00	160458	PARKS-TREES & SUPPLIES - ARBOR DAY
E 100-555510-240		REPAIR AND MAINTENA	\$174.00	160605	PARKS-REPAIR & MAINTENANCE
E 100-555510-341		TREES AND SUPPLIES	\$247.00	160606	PARKS-TREES & SUPPLIES - ARBOR DAY
		Total	\$1,171.00		
<b>37796</b>	05/14/21	<b>WE ENERGIES</b>			
E 100-555510-224		NATURAL GAS	\$102.51	0707973696-	BOY SCOUT HOUSE
E 100-522100-224		NATURAL GAS	\$37.03	0711276804-	PD
E 100-522100-224		NATURAL GAS	\$846.52	0711276804-	PD
E 601-573840-340		MAINTENANCE SUPPLIE	\$16.35	0711836389-	SEWER - EVERGREEN #7
E 601-573825-224		NATURAL GAS	\$354.62	0712590709-	SEWER - PARK LANE CONTROL BLDG
E 601-573825-224		NATURAL GAS	\$53.15	0713182701-	SEWER - PARK LANE UV
E 100-518100-224		NATURAL GAS	\$483.70	0713912926-	CH
E 601-573840-340		MAINTENANCE SUPPLIE	\$11.76	0713912926-	SEWER - KENZIE #11
E 100-522230-224		NATURAL GAS	\$427.05	0713912926-	FD
E 100-522410-224		NATURAL GAS	\$30.89	0713912926-	EM
E 601-573840-340		MAINTENANCE SUPPLIE	\$19.73	0713912926-	SEWER - GARFIELD #9
E 100-518100-224		NATURAL GAS	\$354.15	0713912926-	GYM
E 601-573840-340		MAINTENANCE SUPPLIE	\$13.95	0713912926-	SEWER - KEUP #10
E 100-522230-224		NATURAL GAS	\$486.46	0713912926-	FD
E 100-533210-224		NATURAL GAS	\$422.80	0713912926-	DPW FACILITY
E 601-573840-340		MAINTENANCE SUPPLIE	\$12.51	0713912926-	SEWER - DORCHESTER #4
E 100-518100-224		NATURAL GAS	\$420.71	0713912926-	LINCOLN BLDG
E 601-573840-340		MAINTENANCE SUPPLIE	\$30.18	0713912926-	SEWER - HIGHLAND #8
E 260-555110-224		NATURAL GAS	\$552.92	0714144119-	LIBRARY
E 100-555510-224		NATURAL GAS	\$87.96	0719886467-	GIRL SCOUT HOUSE
E 240-555320-224		NATURAL GAS	\$23.80	0719900042-	POOL
		Total	\$4,788.75		
<b>37797</b>	05/14/21	<b>WISCONSIN DEPT OF JUSTICE</b>			
E 100-522110-225		TELEPHONE/COMMUNI	\$1,085.00	L4603T 2021	PD-APRIL 2021
		Total	\$1,085.00		
<b>37798</b>	05/14/21	<b>TAKAKO WILDEN</b>			
E 100-555140-210		PROFESSIONAL SERVIC	\$60.00	CK REQ	SRCTR-PROF SERVICES-CHAIR YOGA
		Total	\$60.00		
<b>37799</b>	05/14/21	<b>WM CORPORATE SERVICES, INC.</b>			
E 100-533710-290		MAINT/CONTRACTED S	\$40,468.40	6629166-227	CH-GARBAGE & RECYCLING
E 100-533730-290		MAINT/CONTRACTED S	\$18,398.52	6629166-227	CH-GARBAGE & RECYCLING
		Total	\$58,866.92		

## CITY OF CEDARBURG

05/20/21 10:09 AM

Page 14

**\*Check Detail Register©**

Batch: 050721AP,051021AP,051421AP,051421WE

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>37800</b>	05/14/21	<b>WPRA</b>			
E 220-555390-347		SUPPLIES AND EXPENS	\$75.00	2423	REC-SUPPLIES & EXPENSES
		Total	\$75.00		
<b>37801</b>	05/14/21	<b>TONY YOUNG</b>			
E 100-522110-240		REPAIR AND MAINTENA	\$150.00	125	PD-REPAIR & MAINTENANCE
		Total	\$150.00		
		<b>111300 PWSB Checking</b>	\$362,298.03		

**Fund Summary****111300 PWSB Checking**

100 GENERAL FUND	\$142,510.73
200 CEMETERY FUND	\$67.35
210 ROOM TAX FUND	\$13,915.01
220 RECREATION PROGRAMS FUND	\$9,245.68
221 FUEL SYSTEM - WASH BAY	\$1,713.30
240 SWIMMING POOL FUND	\$3,854.19
260 LIBRARY FUND	\$7,143.31
350 TIF DISTRICT FUND #4	\$187.50
353 TIF DISTRICT #6	\$2,470.00
400 CAPITAL IMPROVEMENTS FUND	\$112,450.66
601 WATER RECYCLING CENTER	\$67,756.15
700 RISK MANAGEMENT FUND	\$984.15
	\$362,298.03

**CITY OF CEDARBURG**  
**TRANSFER LIST**  
5/1/21-5/21/21

<b>Date</b>	<b>Amount</b>	<b>Transfer to</b>
<b>PWSB CHECKING ACCOUNT</b>		
5/3/2021	\$96,345.80	WPS-May health insurance premiums
5/3/2021	\$6,814.64	Delta Dental-May dental insurance premiums
5/5/2021	\$205,757.74	PWSB Payroll
5/6/2021	\$1,593.89	PR#9 ICMA
5/6/2021	\$4,195.23	PR#9 North Shore Bank
5/6/2021	\$6,251.48	PR#9 Health Savings Accounts
5/6/2021	\$440.00	PR#9 Police Union
5/6/2021	\$250.00	PR#9 Wis Deferred Comp
5/6/2021	\$346.15	State of Wisconsin-child support
5/14/2021	\$1,002.06	Aflac-April premiums
5/14/2021	\$522.44	Superior Vision-May vision insurance premiums
5/14/2021	\$2,966.98	Minnesota Life-June life insurance premiums
5/20/2021	\$215,000.00	PWSB Payroll
5/20/2021	\$1,651.02	PR#10 ICMA
5/20/2021	\$4,223.23	PR#10 North Shore Bank
5/20/2021	\$6,251.48	PR#10 Health Savings Accounts
5/20/2021	\$440.00	PR#10 Police Union
5/20/2021	\$250.00	PR#10 Wis Deferred Comp
5/20/2021	\$346.15	State of Wisconsin-child support
	<u>\$554,648.29</u>	

**PWSB PAYROLL CHECKING ACCOUNT**

5/7/2021	\$144,838.10	Payroll for 4/18/21-5/1/21
5/7/2021	\$60,408.21	Payroll taxes for 4/18/21-5/1/21
5/21/2021	\$149,931.83	Payroll for 5/2/21-5/15/21
5/21/2021	\$64,987.65	Payroll taxes for 5/2/21-5/15/21
	<u>\$420,165.79</u>	

**PWSB MONEY MARKET**

5/7/2021	\$100,000.00	PWSB Checking
5/19/2021	\$300,000.00	PWSB Checking
	<u>\$400,000.00</u>	



City of Cedarburg

# City Administrator's Report

May 20, 2021

## 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** — The Street & Utility project began last week. The northbound lane of Evergreen Blvd will be closed from the start of construction through to the Cedarburg High School summer break. The intersections at Center St, Victoria Ct and Cleveland St will remain open *unless work is being performed in these areas*. Once CHS is dismissed for summer break, both lanes of Evergreen Blvd will be closed (allowing only local traffic) until project is complete. Bids for the Asphalt Repair program (Washington Avenue between Center Street and Hamilton Road) will be opened on June 8. Work on the booster station in the business park has started.

The public works crew is working on street sewers, curb painting, street project hot lining, opening the Community Pool, and park system maintenance. Some seasonal help began this week to help with grass cutting.

**Treasurer**— Finance Director/Treasurer Mertes received an update on the Impact Fee study from Ehlers and is working with City Departments for additional information in regard to the project. The second portion of the borrowing for TID #6 will proceed and will not go out for bonds because the borrowing will be small enough to go through a bank. The Department participated in a meeting/training with the new Fund Accounting software company this week.

**Library**— The Library was closed Friday, May 16 for phone system and active shooter training. The summer reading program will begin on June 12, with many of the programs scheduled to meet outside. Due to the new CDC guidelines, the Library will be opening the Community Room for rental to small groups of 20 or less and classes will resume in the Makerspace area. The Friends of the Library have given the Library \$15,000 to upgrade their website and \$5,000 to purchase an electronic book bike. The next Library Board meeting will be on June 2 instead of May 26.

**Fire Department**—The Department held a very success drive-thru brat fry last weekend and have two more scheduled before resuming Maxwell Street Days in September and October.

**Water Recycling Center**— Visu-Sewer is working on the second step of their process in multiple areas throughout the City. They will be back later for a third step. The DNR released the results from a mandatory testing of PFAS and all Wastewater plants that were tested were positive for them, which causes concerns.

**Light & Water**—The Utility is holding a recycling event at Fireman's Park this Saturday, May 22, from 10:00 a.m. —Noon. The new water tower will be painted beginning June 1 and will be a two month process. Letters will be mailed to customers within 1500 feet of the water tower, as an update.

**Administrator**— The mask mandate has been lifted in all City buildings, due to the new CDC guidelines. The Common Council met in person in closed session on Monday, May 17. The May 24 Council Meeting will be via zoom, and the June 14 Council meeting will be the beginning of hybrid meetings. Boards, Commissions and Committees may begin meeting in person and offering hybrid meetings next month. Daytime meetings and staff meetings will continue via zoom through the summer.

I have been attending webinars and learning about the American Rescue Plan. It is the consensus that municipalities should take their time to come up with a good plan and spend the money smartly.

Respectfully submitted,

Mikko Hilvo  
City Administrator

**CITY OF CEDARBURG  
RESOLUTION NO. 2021-10**

**RESOLUTION AUTHORIZING THE APPLICATION TO ALTER A HIGHWAY ON A  
LINE BETWEEN THE TOWN OF CEDARBURG AND CITY OF CEDARBURG**

**RECITALS**

**WHEREAS**, the City of Cedarburg (“City”) is developing the Highway 60 Industrial Park, as Tax Incremental Financing District No. 6, including the construction of Forward Way through the Industrial Park and connecting with Hilltop Drive, which is dedicated to a point that abuts the City of Cedarburg; and

**WHEREAS**, pursuant to 82.21 Wis. Stats., the City of Cedarburg seeks to connect the portion of the roadway in the City to the existing dedicated roadway in the Town, all at City expense, and as described in the attached scale map and legal description. Such application does not seek installation of public utilities within any portion of Town roadway; and

**WHEREAS**, this Resolution is made pursuant to Section 82.21(1)(b);

**NOW, THEREFORE, BE IT RESOLVED**, that the Common Council of the City of Cedarburg does hereby authorize this Resolution to alter a highway on a line between the Town of Cedarburg and the City of Cedarburg, as described in the attached scale map and legal description.

**BE IT FURTHER RESOLVED**, that the Clerk is authorized and directed to prepare such Notices and to take such further actions consistent with the intentions of this resolution, and pursuant to Chapter 82, Wis. Stats., including, but not limited to, publishing and providing such Notice as required in Section 82.10(4), Wis. Stats., and recording a Lis Pendens with the Ozaukee County Register of Deeds office.

**ADOPTED** by the Common Council of the City of Cedarburg, this 24<sup>th</sup> day of May, 2021.

\_\_\_\_\_  
Michael O’Keefe, Mayor

**ATTEST:**

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