

**CITY OF CEDARBURG  
MEETING OF COMMON COUNCIL  
MONDAY FEBRUARY 14, 2022 – 7:00 P.M.**

A meeting of the Common Council of the City of Cedarburg, Wisconsin, will be held on **Monday, February 14, 2022 at 7:00 p.m.** The meeting will be held online utilizing the zoom app and in-person at City Hall, W63 N645 Washington Avenue, Cedarburg, WI., in the second floor Council Chambers. Information on how to access the meeting is attached to the meeting packet or can be accessed by clicking the following link: [Common Council Meeting | City of Cedarburg](#)

**AGENDA**

1. CALL TO ORDER - Mayor Mike O'Keefe
2. MOMENT OF SILENCE
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL: Present – Common Council – Mayor Mike O'Keefe, Council Members Sherry Bubnitz, Jack Arnett, Rick Verhaalen, Robert Simpson, Barbara Lythjohan, Kristen Burkart and Patricia Thome
5. STATEMENT OF PUBLIC NOTICE
6. COMMENTS AND SUGGESTIONS FROM CITIZENS\*\* Comments from citizens on a listed agenda item will be taken when the item is addressed by the Council. At this time individuals can speak on any topic not on the agenda for up to 5 minutes, time extensions at the discretion of the Mayor. No action can be taken on items not listed except as a possible referral to committees, individuals, or a future Council agenda item.
7. APPROVAL OF MINUTES – January 31, 2022 Common Council Minutes\*
8. PRESENTATIONS
  - A. Presentation by Katie Kubiak on Creating an Accessible Cedarburg
9. NEW BUSINESS
  - A. Discussion and possible action on Resolution 2022-07 honoring Eric Hackert, Superintendent of Water Recycling Center\*
  - B. Discussion and possible action on appointment of Doug Edmunds and Marilyn Mullen as election inspectors
  - C. Discussion and possible action on contract proposal from Graef to complete a dam inspection for Woolen Mills Dam\*

- D. Discussion and possible action on Award of Contract for Hilltop Drive Roadway Connection Contract\*
- E. Discussion and possible action on the use of ARPA funds\*
- F. Discussion and possible action on License/Permit applications\*\*\*
  - 1. Consider approval of new Operator License applications for the period ending June 30, 2022 for: Kathleen T. Griffin
  - 2. Consider appointment of Laura M. Struebing as agent for Speedway at W63 N121 Washington Avenue; and action thereon
  - 3. Consider appointment of Allison Kramer as agent for Walgreen Co./Walgreens #13620 at W62 N190 Washington Avenue; and action thereon
- G. Discussion and possible action on payment of bills dated 1/28/2022 through 2/04/2022, transfers for the period 1/28/2022 through 2/11/2022 and payroll for period 1/23/2022 through 2/05/2022\*

## 10. REPORTS OF CITY OFFICERS AND DEPARTMENT HEADS

- A. City Administrator's Report\*
- B. Building Inspector's Report\*

## 11. COMMUNICATIONS

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

## 12. 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.

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

02/10/22 tas



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

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



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

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

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



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

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

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

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



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

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

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

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

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

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

**CITY OF CEDARBURG  
COMMON COUNCIL  
JANUARY 31, 2022**

**CC20220131-1  
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, January 31, 2022, at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers, and online utilizing the Zoom app.

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

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

Excused – Council Member Robert Simpson

Also Present - City Administrator Mikko Hilvo, Attorney Michael Herbrand, City Clerk Tracie Sette, City Engineer Mike Wieser, Water Recycling Center Lead Operator Dennis Grulkowski, news media and interested citizens.

**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.

**COMMENTS AND SUGGESTIONS FROM CITIZENS - None**

**APPROVAL OF MINUTES**

A motion was made by Council Member Thome, seconded by Council Member Burkart, to approve the January 10, 2022 Common Council minutes. Motion carried without a negative vote with Council Member Simpson excused.

**NEW BUSINESS**

**DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 2022-02 HONORING RETIRED POLICE CHIEF FRANK AND PRESENTATION OF KEY TO THE CITY**

A Resolution was read by the Council Members honoring retired Police Chief Thomas Frank. He also was presented with a Key to the City by Mayor O’Keefe.

A motion was made by Council Member Thome, seconded by Council Member Bublitz, to approve Resolution 2022-02 honoring retired Police Chief Thomas Frank. Motion carried without a negative vote with Council Member Simpson excused.

**DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF RESOLUTION NO. 2022-06 AUTHORIZING A REPRESENTATIVE FOR FILING STATE FINANCIAL ASSISTANCE APPLICATIONS**

A motion was made by Council Member Bublitz, seconded by Council Member Thome, to approve Resolution No 2022-06 authorizing the City Engineer to be the representative for filing State financial assistance applications. Motion carried without a negative vote with Council Member Simpson excused.

**DISCUSSION AND POSSIBLE ACTION ON FIRST AMENDMENT TO FAIRWAY VILLAGE DEVELOPERS AGREEMENT**

City Engineer Wieser explained that progress on road completion in the new Fairway Village has been slow due to the placement of utility poles.

A motion was made by Council Member Burkart, seconded by Council Member Thome, to approve the first amendment to the Fairway Village Developers Agreement. Motion carried without a negative vote with Council Member Simpson excused.

**DISCUSSION AND POSSIBLE ACTION ON A REQUEST FOR A CONTRACT EXTENSION WITH BADGER STATE WASTE LLC FOR SLUDGE HAULING TO EXTEND UNTIL 2026**

A motion was made by Council Member Verhaalen, seconded by Council Member Bublitz, to approve a contract extension with Badger State Waste for sludge hauling to extend to 2026. Motion carried without a negative vote with Council Member Simpson excused.

**DISCUSSION AND POSSIBLE ACTION ON APPOINTMENT OF KELLY LIVINGSTON AS NEW FINANCE DIRECTOR/TREASURER**

A motion was made by Council Member Thome, seconded by Council Member Arnett, to approve of the appointment of Kelly Livingston as Finance Director/Treasurer. Motion carried without a negative vote with Council Member Simpson excused.

As Chair of the Finance Committee, Council Member Arnett mentioned he looks forward to working with Kelly in her new role.

**DISCUSSION ONLY ON THE USE OF ARPA FUNDS**

Administrator Hilvo provided an update to the Council on the final rules regarding ARPA funds. These rules were released by the Treasury. The Council discussed many different possibilities of projects for the remaining ARPA funds.

**DISCUSSION AND POSSIBLE ACTION ON LICENSE/PERMIT APPLICATIONS**

A motion was made by Council Member Verhaalen, seconded by Council Member Bublitz, to approve the New Operator License applications for the period ending June 30, 2022 for Howard E Hockstad and Norine C. Nelson. Motion carried without a negative vote with Council Member Simpson excused.

A motion was made by Council Member Burkart, seconded by Council Member Thome, to appoint Jean Snow Lambo as agent for Cedarburg Cultural Center Incorporated at W62 N645 Washington Avenue. Motion carried without a negative vote with Council Member Simpson excused.

**DISCUSSION AND POSSIBLE ACTION ON PAYMENT OF BILLS DATED 01/07/2022 THROUGH 01/21/2022, TRANSFERS FOR THE PERIOD 01/01/2022 THROUGH 01/28/2022 AND PAYROLL FOR PERIOD 12/26/2021 THROUGH 01/22/2022.**

A motion was made by Council Member Verhaalen, seconded by Council Member Bublitz, to approve the payment of bills dated 01/07/2022 through 01/21/2022, transfers for the period 01/01/2022 through 01/28/2022, and payroll for period 12/26/2021 through 01/22/2022. Motion carried without a negative vote with Council Member Simpson excused.

**ADMINISTRATOR'S REPORT**

The Administrator's report was included in the Council packet. Administrator Hilvo explained that the Treasurer's office is in the process of hiring a Deputy Treasurer. Due to the shortage in staff, the annual audit will be postponed to May.

**COMMENTS AND SUGGESTIONS FROM CITIZENS** - None

**COMMENTS AND ANNOUNCEMENTS BY COUNCIL MEMBERS**

Council Member Verhaalen shared that a local business owner contacted him to express appreciation for the liquor license fee reimbursement received.

Council Member Bublitz thanked the Clerk's office for all the hard work that goes into managing the elections.

**MAYOR'S REPORT** - None

**ADJOURNMENT**

A motion was made by Council Member Arnett, seconded by Council Member Bublitz, to adjourn the meeting at 7:37 p.m. Motion carried without a negative vote with Council Member Simpson excused.

Tracie Sette  
City Clerk



RESOLUTION NO. 2022-07

A Resolution Honoring Water Recycling Center Superintendent Eric Hackert

WHEREAS, Eric Hackert has completed thirty six years of employment at the Water Recycling Center; Operator from 1985 – 2006, Certified Operator/Lead Maintenance from 2007 - 2013, and Superintendent from 2014 – 2022; and

WHEREAS, during these thirty six years, Eric Hackert has conscientiously and capably served the City of Cedarburg and its citizens and has been dedicated to the highest principles of community service; and

WHEREAS, Eric Hackert was instrumental in upgrading the GIS system to be the valuable tool it is today, the planning and construction of the of Kenzie Lift Station, the planning and reconstruction of the Highland Drive Lift Station, maintaining the Sanitary Sewer Main Lining program, and the implementation of new phosphorous removal equipment; and

WHEREAS, Eric Hackert has conscientiously and capably served the City of Cedarburg and its citizens by maintaining and overseeing the Water Recycling Center, laboratory, lift stations and sanitary sewers to assure the effluent discharge into Cedar Creek consistently meets limits established by the WPDES Permit issued by the Department of Natural Resources; and

WHEREAS, Eric Hackert was recognized in 2003 for his extraordinary work effort and dedication he put forth to receive the Wisconsin Registered Lab of the Year Award; and

WHEREAS, Eric Hackert has also been instrumental in furthering the professionalism of the Water Recycling Center through active membership in the Municipal Engineers Group (MEG), the Wisconsin Wastewater Operators Association (WWOA), and outreach to the Cedar Creek Farmers to address future permits and phosphorous levels; and

WHEREAS, Eric Hackert demonstrated outstanding leadership, a cost-savings approach to budget management, and has been a strong advocate for continuing education and career advancement of the current Water Recycling Center; and

WHEREAS, the City of Cedarburg, as well as Eric's co-workers and peers have greatly benefited from his professional skills, and courteous and positive attitude during his years of service to the community.

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

Passed and adopted this 14<sup>th</sup> day of February, 2022.

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Michael O'Keefe, Mayor

Attest:

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Tracie Sette, City Clerk

## CITY OF CEDARBURG

**MEETING DATE:** February 14, 2022

**ITEM NO:** 9.C.

**TITLE:** Discussion and possible action on contract proposal from Graef to complete a dam inspection for Woolen Mills Dam

**ISSUE SUMMARY:** The Wisconsin DNR has informed the City that a dam inspection is needed for the Woolen Mills Dam. Staff requested and received a proposal from Graef to complete the inspection.

Graef is currently working on finalizing the dam break failure analysis for the Woolen Mills Dam, which was required by the DNR in late 2020. The results of the failure analysis will dictate to what extent an increase in capacity might be required and thus the extent of dam repairs and/or modifications. Due to this slow-moving process the DNR will be granting the City another extension of the dam grant.

**STAFF RECOMMENDATION:** Award the contract to Graef to complete the DNR required dam inspection for an estimated \$3,300.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:** On Public Works and Sewerage Commission February 10<sup>th</sup> agenda.

**BUDGETARY IMPACT:** Estimated fee of \$3,300.

**ATTACHMENTS:** Copy of Graef proposal

**INITIATED/REQUESTED BY:** Mike Wieser

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



The Avenue  
275 West Wisconsin Avenue, Suite 300  
Milwaukee, WI 53203  
414 / 259 1500  
414 / 259 0037 fax  
[www.graef-usa.com](http://www.graef-usa.com)

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January 28, 2022

Mike Wieser, P.E.  
Director of Engineering & Public Works  
City of Cedarburg  
W63 N645 Washington Avenue  
Cedarburg, WI 53012-0049

SUBJECT: Proposal for Dam Inspection, Woolen Mill Dam, Cedarburg, Wisconsin

Dear Mike:

We are very pleased to provide you with this proposal for professional services. When accepted, this proposal will become the formal Agreement between Graef-USA Inc. (GRAEF) and the City of Cedarburg (Client).

This proposal is for the Inspection of the Woolen Mill Dam (Project). It is subject to GRAEF's Standard Terms and Conditions, a copy of which is attached and incorporated by reference.

For this Project, GRAEF proposes to provide the following Basic Services:

- Review existing documentation for the dam construction, modifications and past inspections, including inspections for repairs.
- Visual inspection and photo documentation of dam components including:
  - Upstream and downstream faces of concrete/earthen dam
  - Millrace inlet and control structure
  - Probing of below water elements (not including dive inspection or entering the stream)
- Prepare Dam Inspection Report in DNR accepted format including coded photos and field survey forms.
- If deficiencies are noted, provide general repair recommendations and schedule as required by the DNR
- Discuss draft report with City of Cedarburg.
- Provide certification of Dam Inspection and copy of Dam Inspection Report to the Wisconsin Department of Natural Resource

For this portion of the Project, it is our understanding City of Cedarburg will provide the following services, items and/or information:

- Access to the dam at the time of the inspection.

GRAEF will endeavor to perform the proposed Basic Services per the following schedule, subject to weather conditions:



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- Complete inspection by March 31, 2022 or early April when snow and ice has melted; and
- Provide draft report within three weeks of the inspection.

At your written request, GRAEF will provide the following Additional Services for additional compensation as detailed below:

- Design repairs, if needed in addition to repairs already designed

For all Basic Services, City of Cedarburg agrees to compensate GRAEF on a lump sum basis of \$3,300.

For all Additional Services, City of Cedarburg agrees to compensate GRAEF as determined when the scope of services would be negotiated.

To accept this proposal, please sign and date below and return one copy to us. Upon written authorization, GRAEF will commence work on the project. We look forward to working with you on this project. Please call us at 414-266-9284 if you have any questions regarding this proposal.

Sincerely,

**Graef-USA Inc.**

**Accepted by:  
City of Cedarburg**

Jeremy Hinds, P.E.  
Senior Civil Engineer

\_\_\_\_\_  
(Signature)

Brian Schneider, P.E., LEED AP  
Manager Env. and Water Resources

\_\_\_\_\_  
(Name Printed)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)

X:\ML\2019\20190096\Project Management\Woolen Mill Dam Inspection Proposal 1-28-22.dotx

## Graef-USA Inc.'s STANDARD TERMS AND CONDITIONS

These Standard Terms and Conditions are material terms of the Professional Services Agreement proposed on January 28, 2022 (Agreement) by and between Graef-USA Inc. (GRAEF) and City of Cedarburg (Client):

**Standard of Care:** GRAEF shall exercise ordinary professional care in performing all services under this Agreement, without warranty or guarantee, expressed or implied.

**Client Responsibilities:** Client shall at all times procure and maintain financing adequate to timely pay for all costs of the PROJECT as incurred; shall timely furnish and provide those services, items and/or information defined in Agreement, as amended, and shall reasonably communicate with and reasonably cooperate with GRAEF in its performance of this Agreement. GRAEF shall be entitled to rely on the accuracy and completeness of any services, items and/or information furnished by Client. These terms are of the essence. Client shall indemnify, defend and hold GRAEF, its present or former officers, employees and subconsultant(s), fully harmless from any liability or loss, cost or expense (including attorney's fees and other claims expenses) in any way arising from or in connection with errors, omissions or deficiencies in the services, items and/or information Client is obliged to furnish in respect of this Agreement.

**Limitation of Liability:** Client and GRAEF agree that GRAEF's liability for any direct, indirect, incidental or consequential economic losses or damages arising under or in connection with this agreement (including any attorney's fees or claims expenses) shall be limited to the sum of one hundred thousand dollars (\$100,000.00).

**Additional Services:** Client may request or it may become necessary for GRAEF or its subconsultant(s) to perform Additional Services in respect of this Agreement. Client shall pay for such Additional Services above and beyond charges for Basic Services set forth in this Agreement. GRAEF will notify Client in advance of GRAEF's intention to render Additional Services. Client's failure to instruct GRAEF not to perform the proposed Additional Service shall constitute Client's acceptance of such Additional Service and agreement to pay for such Additional Service in accordance with the Invoicing & Payment terms of this Agreement.

**Collection Costs:** Client shall pay all collection costs GRAEF incurs in order to collect amounts due from Client under this Agreement. Collection costs shall include, without limitation, reasonable attorney's fees and expenses, collection agency fees and expenses, court fees, collection bonds and reasonable GRAEF staff costs at standard billing rates for GRAEF's time spent in efforts to collect. Client's obligation to pay GRAEF's collection costs shall survive the term of this Agreement or the earlier termination by either party.

**Invoicing & Payment:** GRAEF may issue invoices for services rendered and expenses incurred at such times and with such frequency as GRAEF deems necessary or appropriate in GRAEF's discretion. All invoices are due and payable upon receipt and shall be considered past due if not paid within thirty (30) calendar days of the due date. **Prompt and full payment of all periodic invoices or other billings issued by GRAEF pursuant to this Agreement is of the essence of this Agreement.** In the event that Client fails to promptly and fully pay any invoice as and when due, then, and in addition to any other remedies allowed by law, GRAEF, may, in its sole discretion, suspend performance of all services under this Agreement upon seven (7) calendar days' written notice to Client, and immediately invoice Client for all unbilled work-in-progress rendered and other expenses incurred. Upon GRAEF's receipt of full payment, in good funds and without offset, of all sums invoiced in connection with any such declaration of suspension, GRAEF shall resume services, **provided that** the time schedule and compensation under this Agreement shall be equitably adjusted in a manner acceptable to GRAEF to compensate GRAEF for the period of suspension plus any other reasonable and necessary time and expenses GRAEF suffers or incurs to resume services. No failure by GRAEF to exercise its right to suspend work and accelerate sums due shall in any way waive or abridge Client's obligations to GRAEF or GRAEF's rights to later suspend work and accelerate terms. Client agrees GRAEF shall incur no liability whatsoever to Client, or to any other person, for any loss, cost or expense arising from any such suspension by GRAEF, either directly or indirectly. In addition, simple interest shall accrue at the lower of 1.5% per month (18% per annum), or the maximum interest rate allowable by law, on any invoiced amounts remaining unpaid for more than 60 days from the date of the invoice. Payments made shall be allocated as follows: (1) first to unpaid collection costs; (2) second to unpaid accrued interest; and (3) last to unpaid principal of the oldest invoice.

**Latent Conditions:** Client acknowledges that subsurface or latent physical conditions at the site that differ materially from those indicated in the project documents, or unknown or unusual conditions that materially differ from those ordinarily encountered may exist. If such latent conditions require a change in the design or the construction phase services, GRAEF shall be entitled to a reasonable extension of time to evaluate such change(s) and their impact on the project and to prepare such additional design documents as may be necessary to address or respond to such latent conditions. Client shall pay GRAEF for all services rendered and reimbursable expenses incurred by GRAEF and its subconsultant(s), if any, to address, respond to or repair such latent conditions. Such services by GRAEF or its subconsultant(s) shall constitute Additional Services.

## **Graef-USA Inc.'s STANDARD TERMS AND CONDITIONS (continued)**

**Insurance:** GRAEF shall procure and maintain liability insurance policies, including professional liability, commercial general liability, automobile liability, and workers' compensation insurance for the duration of this Agreement and shall, upon request, produce certificates evidencing the maintenance of such coverages. Should Client desire additional insurance, GRAEF shall endeavor reasonably to procure and maintain such additional insurance, but Client shall reimburse GRAEF for any additional premiums or other related costs that GRAEF incurs.

**Instruments of Service:** All original documents prepared for Client by GRAEF or GRAEF's independent professional associate(s) and subconsultant(s) pursuant to this Agreement (including calculations, computer files, drawings, specifications, or reports) are Instruments of Professional Service in respect of this Agreement. GRAEF shall retain an ownership and property interest therein whether or not the services that are the subject of this Agreement are completed. Unless otherwise confirmed by written Addenda to this Agreement, signed by duly authorized representatives of both Client and GRAEF, no Instrument of Professional Service in respect of this Agreement constitutes, or is intended to document or depict any "as-built" conditions of the completed Work. Client may make and retain copies for information and reference in connection with the use and occupancy of the completed project by Client and others; however, such documents are not intended or represented to be suitable for reuse by Client or others on extensions of the project, or otherwise. Any reuse without GRAEF's written consent shall be at Client's sole risk and responsibility, and without any liability to GRAEF, or to GRAEF's independent professional associate(s) and subconsultant(s). Further, Client shall indemnify, defend and hold GRAEF and GRAEF's independent professional associate(s) and subconsultant(s), fully harmless from all liability or loss, cost or expense (including attorney's fees and other claims expenses) in any way arising from or in connection with such unauthorized reuse.

**Contractor Submittals:** The scope of any review or other action taken by GRAEF or its subconsultant(s) in respect of any contractor submittal, such as shop drawings, shall be for the limited purpose of determining if the submission generally conforms with the overall intent of the design of the work that is the subject of this Agreement, but not for purposes of determining accuracy, completeness or other details such as dimensioning or quantities, or for substantiating instructions or performance of equipment or systems. GRAEF shall not be liable or responsible for any error, omission, defect or deficiency in any contractor submittal.

**Pricing Estimates:** Neither GRAEF nor Client has any control over the costs of labor, materials or equipment, over contractors' methods of determining bid prices, or over competitive bidding, market or negotiation conditions. Accordingly, GRAEF cannot and does not warrant or represent that bids or negotiated prices will not vary from any projected or established budgetary constraints.

**Construction Observation:** Unless expressly stated in this Agreement, GRAEF shall have no responsibility for Construction Observation. If Construction Observation services are performed, GRAEF's visits to the construction site shall be for the purpose of becoming generally familiar with the progress and quality of the construction, and to determine if the construction is being performed in general accordance with the plans and specifications. GRAEF shall have no obligation to "inspect" the work of any contractor or subcontractor and shall have no control or right of control over and shall not be responsible for any construction means, methods, techniques, sequences, equipment or procedures (including, but not limited to, any erection procedures, temporary bracing or temporary conditions), or for safety precautions and programs in connection with the construction. Also, GRAEF shall have no obligation for any defects or deficiencies or other acts or omissions of any contractor(s) or subcontractor(s) or material supplier(s), or for the failure of any of them to carry out the construction in accordance with the contract documents, including the plans and specifications. GRAEF is not authorized to stop the construction or to take any other action relating to jobsite safety, which are solely the contractor's rights and responsibilities.

**Dispute Resolution:** GRAEF and Client shall endeavor to resolve all disputes first through direct negotiations between the parties' informed and authorized representatives, then through mediation. If mediation fails to fully resolve all disputes within 120 calendar days of the first written request for mediation, either party may pursue any remedy it deems appropriate to the circumstances.

**No Assignment:** This Agreement is not subject to assignment, transfer or hypothecation without the written consent of both parties expressly acknowledging such assignment, transfer or hypothecation.

**Governing Law:** This Agreement, as amended, and any disputes or controversies arising in connection with this Agreement shall be governed and resolved by the laws of the State of Wisconsin, without regard to said state's choice of law rules.

**Severance of Clauses:** In the event that any term, provision or condition of this Agreement is void or otherwise unenforceable under the law governing this Agreement, then such terms shall be stricken and the balance of this Agreement shall be interpreted and enforced as if such stricken terms never existed.

**Integrated Agreement:** The parties' final and entire agreement is expressed in the attached proposal letter and these Standard Terms and Conditions. All prior oral agreements or discussions, proposals and/or negotiations between the parties are merged into and superceded by this Agreement. No term of the parties' Agreement may be orally modified, amended or superceded.



## CITY OF CEDARBURG

**MEETING DATE:** February 14, 2022

**ITEM NO: 9.D.**

**TITLE:** Discussion and possible action on Award of Contract for Hilltop Drive Roadway Connection Contract.

**ISSUE SUMMARY:** Staff advertised and received bids for the Hilltop Drive Roadway Connection work. This contract entails the roadway connection of Forward Way to Hilltop drive as required in the amended MOU with the DOT and pulverizing and relaying of the asphalt on Hilltop Drive from the current dead end to Sycamore Drive as was agreed upon in the Intergovernmental Agreement with the Town. The contract also entails pulverizing and relaying of the asphalt on Hilltop Drive from Sycamore Drive to STH 60 for which the City will be reimbursed by the Town. A total of 5 bids were received, with the low bid submitted by All-Ways Contractors, Inc.

All-Ways Contractors, Inc. low bid of \$463,381.85 is above the engineer's estimate and the TIF budget.

**STAFF RECOMMENDATION:** Staff recommends award of the Hilltop Drive Roadway Connection Contract to All-Ways Contractors Inc. based on their low bid of \$463,381.85. Per the MOU with the DOT, the City shall construct the connection of Forward Way to Hilltop Drive by November 15, 2022.

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

**BUDGETARY IMPACT:** Approximately \$406,000 from TIF #6 borrowing (Town pays remaining portion)

**ATTACHMENTS:** Bid tabulation, TIF Budget

**INITIATED/REQUESTED BY:** Mike Wieser

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

## SECTION 8:

### Detailed List of Estimated Project Costs

The following list identifies the Project Costs that the City currently expects to incur in implementing the District's Plan. All projects identified and related costs reflect the best estimates available as of the date of preparation of this Plan. All costs are preliminary estimates and may increase or decrease. Certain Project Costs listed may become unnecessary, and other Project Costs not currently identified may need to be made. (Section 6 details the general categories of eligible Project Costs). Changes in Project Cost totals or the types of Project Costs to be incurred will not require that this Plan be amended. This Plan is not meant to be a budget nor an appropriation of funds for specific Project Costs, but a framework within which to manage Project Costs.

City of Cedarburg Tax Increment District #6 Estimated Project List	
Public Infrastructure (2021)	Est. Cost
Wetland Mitigation*	\$ 281,310 ✓
Erosion Control	\$ 75,000
Demolition	\$ 62,500
Grading	\$ 737,450
Sanitary Sewer System	\$ 620,350
Sanitary Pump Station Improvements	\$ 139,900
Water Distribution System	\$ 434,550
Water Booster Station	\$ 750,000
Storm Sewer System	\$ 363,170
Storm Water Management Ponds	\$ 220,000
Internal Streets	\$ 554,300
Ped Pathways	\$ 144,400
STH 60 Improvements @ Business Park*	\$ 1,043,070
Offsite Connector Road Construction*	\$ 200,000
Gas, Electric & Communication Facilities	\$ 196,080
Engineering Design	\$ 456,240
Construction Phase Services	\$ 570,240
Contingency @ 20%	\$ 1,369,712
Finance Related Expense (2021)	\$ 200,975
Interest on Long Term Debt (2021 - 2041)	\$ 4,226,775
Administrative Expense (2021 - 2041)	\$ 174,352
<b>Total Projects</b>	<b>\$ 12,820,374</b>
*Portions or the entirety of these line items may be located in territory outside of, but within 1/2 mile of the District's boundaries and are eligible Project Cost under Wis. Stat. § 66.1105(2)(f)1.n.	



City of Cedarburg Hilltop Drive - Forward Way Connection - Bid Tab

Hilltop Drive: Extension

				All-Ways Contractors, Inc.		Wondra Construction, Inc.		Vinton Construction Company		Kopplin & Kinas Co., Inc.		Buteyn-Peterson Construction Company	
Item #	Description	Units	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Clearing & Grubbing	LS	1	\$ 3,950.00	\$ 3,950.00	\$ 2,051.28	\$ 2,051.28	\$ 4,750.00	\$ 4,750.00	\$ 3,644.00	\$ 3,644.00	\$ 6,855.00	\$ 6,855.00
2	Pavement Sawcut	LF	194	\$ 1.50	\$ 291.00	\$ 2.56	\$ 496.64	\$ 2.45	\$ 475.30	\$ 2.10	\$ 407.40	\$ 3.00	\$ 582.00
3	Remove Concrete Curb & Gutter	LF	109	\$ 5.00	\$ 545.00	\$ 2.05	\$ 223.45	\$ 5.00	\$ 545.00	\$ 3.27	\$ 356.43	\$ 5.00	\$ 545.00
4	Remove Concrete Walk	SF	300	\$ 1.50	\$ 450.00	\$ 1.03	\$ 309.00	\$ 1.00	\$ 300.00	\$ 0.92	\$ 276.00	\$ 4.00	\$ 1,200.00
5	Remove Pavement	SY	780	\$ 1.50	\$ 1,170.00	\$ 1.83	\$ 1,427.40	\$ 1.50	\$ 1,170.00	\$ 2.57	\$ 2,004.60	\$ 4.00	\$ 3,120.00
6	Silt Fence	LF	53	\$ 3.00	\$ 159.00	\$ 3.44	\$ 182.32	\$ 4.00	\$ 212.00	\$ 3.12	\$ 165.36	\$ 3.50	\$ 185.50
7	Inlet Protection	EA	4	\$ 58.00	\$ 232.00	\$ 97.44	\$ 389.76	\$ 55.00	\$ 220.00	\$ 59.15	\$ 236.60	\$ 60.00	\$ 240.00
8	Erosion Bales	EA	9	\$ 63.00	\$ 567.00	\$ 102.56	\$ 923.04	\$ 10.00	\$ 90.00	\$ 64.50	\$ 580.50	\$ 95.00	\$ 855.00
9	Stone Tracking Pad	EA	1	\$ 990.00	\$ 990.00	\$ 3,202.15	\$ 3,202.15	\$ 2,500.00	\$ 2,500.00	\$ 1,440.00	\$ 1,440.00	\$ 1,600.00	\$ 1,600.00
10	Topsoil Strip	SY	5000	\$ 2.00	\$ 10,000.00	\$ 1.28	\$ 6,400.00	\$ 1.25	\$ 6,250.00	\$ 1.59	\$ 7,950.00	\$ 1.50	\$ 7,500.00
11	Common Excavation (Estimated 100 CY)	LS	1	\$ 6,750.00	\$ 6,750.00	\$ 22,482.05	\$ 22,482.05	\$ 38,500.00	\$ 38,500.00	\$ 38,010.00	\$ 38,010.00	\$ 29,750.00	\$ 29,750.00
12	Borrow Material (Estimated)	CY	2500	\$ 13.00	\$ 32,500.00	\$ 13.83	\$ 34,575.00	\$ 13.80	\$ 34,500.00	\$ 12.58	\$ 31,450.00	\$ 15.00	\$ 37,500.00
13	Excavation Below Subgrade (EBS) (Estimated 40%)	CY	585	\$ 18.40	\$ 10,764.00	\$ 11.03	\$ 6,452.55	\$ 19.00	\$ 11,115.00	\$ 16.87	\$ 9,868.95	\$ 15.00	\$ 8,775.00
14	Subgrade Reinforcement, Geogrid, Type SR (Estimated 50% of EBS)	SY	600	\$ 3.00	\$ 1,800.00	\$ 3.39	\$ 2,034.00	\$ 2.25	\$ 1,350.00	\$ 2.92	\$ 1,752.00	\$ 2.50	\$ 1,500.00
15	Base Aggregate Dense 3-Inch (EBS)	TON	450	\$ 13.20	\$ 5,940.00	\$ 20.51	\$ 9,229.50	\$ 19.75	\$ 8,887.50	\$ 21.86	\$ 9,837.00	\$ 21.00	\$ 9,450.00
16	Base Aggregate Dense 1 1/4-Inch (EBS)	TON	900	\$ 13.20	\$ 11,880.00	\$ 16.41	\$ 14,769.00	\$ 15.70	\$ 14,130.00	\$ 17.73	\$ 15,957.00	\$ 16.75	\$ 15,075.00
17	Base Aggregate Dense 1 1/4-Inch	TON	2040	\$ 21.40	\$ 43,656.00	\$ 16.41	\$ 33,476.40	\$ 15.70	\$ 32,028.00	\$ 16.59	\$ 33,843.60	\$ 16.75	\$ 34,170.00
18	24" Concrete Curb & Gutter	LF	642	\$ 13.95	\$ 8,955.90	\$ 15.22	\$ 9,771.24	\$ 25.50	\$ 16,371.00	\$ 14.25	\$ 9,148.50	\$ 22.25	\$ 14,284.50
19	Concrete Sidewalk 5-Inch	SF	2060	\$ 6.40	\$ 13,184.00	\$ 5.99	\$ 12,339.40	\$ 5.95	\$ 12,257.00	\$ 5.50	\$ 11,330.00	\$ 7.25	\$ 14,935.00
20	HMA Pavement (3 MT 58-28 H) Binder	TON	750	\$ 71.00	\$ 53,250.00	\$ 79.18	\$ 59,385.00	\$ 71.00	\$ 53,250.00	\$ 64.00	\$ 48,000.00	\$ 71.00	\$ 53,250.00
21	HMA Pavement (4 MT 58-28 H) Surface	TON	360	\$ 73.20	\$ 26,352.00	\$ 75.08	\$ 27,028.80	\$ 73.20	\$ 26,352.00	\$ 77.00	\$ 27,720.00	\$ 73.20	\$ 26,352.00
22	Base Aggregate Dense 3/4-Inch Shoulder	TON	120	\$ 25.80	\$ 3,096.00	\$ 44.10	\$ 5,292.00	\$ 31.00	\$ 3,720.00	\$ 26.52	\$ 3,182.40	\$ 31.00	\$ 3,720.00
23	Curb Ramp, Detectable Warning Field, Yellow	SF	20	\$ 30.00	\$ 600.00	\$ 30.77	\$ 615.40	\$ 41.00	\$ 820.00	\$ 31.00	\$ 620.00	\$ 65.00	\$ 1,300.00
24	Topsoil, Fertilizer, Seed & Erosion Mat	SY	2800	\$ 3.30	\$ 9,240.00	\$ 3.90	\$ 10,920.00	\$ 7.10	\$ 19,880.00	\$ 5.38	\$ 15,064.00	\$ 9.54	\$ 26,712.00
25	Adjusting Manhole Covers	EA	2	\$ 1,170.00	\$ 2,340.00	\$ 256.41	\$ 512.82	\$ 750.00	\$ 1,500.00	\$ 970.00	\$ 1,940.00	\$ 1,500.00	\$ 3,000.00
26	8" Dia. PVC Sanitary Sewer (Granular Backfill)	LF	55	\$ 198.40	\$ 10,912.00	\$ 150.24	\$ 8,263.20	\$ 190.00	\$ 10,450.00	\$ 310.00	\$ 17,050.00	\$ 275.00	\$ 15,125.00
27	48" I.D. Sanitary Manhole	EA	1	\$ 17,960.00	\$ 17,960.00	\$ 7,210.65	\$ 7,210.65	\$ 10,129.00	\$ 10,129.00	\$ 11,470.00	\$ 11,470.00	\$ 19,335.00	\$ 19,335.00
28	8" Dia. PVC Water Main (Granular Backfill)	LF	41	\$ 357.95	\$ 14,675.95	\$ 277.91	\$ 11,394.31	\$ 106.00	\$ 4,346.00	\$ 290.00	\$ 11,890.00	\$ 550.00	\$ 22,550.00
29	8" Gate Valve & Box	EA	1	\$ 5,215.00	\$ 5,215.00	\$ 3,071.79	\$ 3,071.79	\$ 11,062.00	\$ 11,062.00	\$ 6,075.00	\$ 6,075.00	\$ 2,575.00	\$ 2,575.00
30	12" Dia. RCP CL V Storm Sewer (Granular Backfill)	LF	295	\$ 68.00	\$ 20,060.00	\$ 60.76	\$ 17,924.20	\$ 55.20	\$ 16,284.00	\$ 89.50	\$ 26,402.50	\$ 55.00	\$ 16,225.00
31	48" I.D. Storm Manhole	EA	1	\$ 2,385.00	\$ 2,385.00	\$ 2,427.83	\$ 2,427.83	\$ 2,783.00	\$ 2,783.00	\$ 6,090.00	\$ 6,090.00	\$ 3,000.00	\$ 3,000.00
32	60" I.D. Storm Manhole	EA	1	\$ 3,165.00	\$ 3,165.00	\$ 3,362.15	\$ 3,362.15	\$ 4,166.00	\$ 4,166.00	\$ 6,590.00	\$ 6,590.00	\$ 4,300.00	\$ 4,300.00
33	36" I.D. Storm Catch Basin	EA	1	\$ 2,295.00	\$ 2,295.00	\$ 2,284.00	\$ 2,284.00	\$ 2,600.00	\$ 2,600.00	\$ 2,520.00	\$ 2,520.00	\$ 2,700.00	\$ 2,700.00
34	2' x 3' Precast Catch Basin	EA	2	\$ 2,070.00	\$ 4,140.00	\$ 1,847.10	\$ 3,694.20	\$ 2,371.00	\$ 4,742.00	\$ 1,575.00	\$ 3,150.00	\$ 2,500.00	\$ 5,000.00
35	12" Dia. RCP End Section	EA	2	\$ 770.00	\$ 1,540.00	\$ 1,282.44	\$ 2,564.88	\$ 1,175.00	\$ 2,350.00	\$ 785.00	\$ 1,570.00	\$ 1,165.00	\$ 2,330.00

All-Ways Contractors, Inc.	Wondra Construction, Inc.	Vinton Construction Company	Kopplin & Kinas Co., Inc.	Buteyn-Peterson Construction Company
Total = \$ 331,009.85	Total = \$ 326,685.41	Total = \$ 360,084.80	Total = \$ 367,591.84	Total = \$ 395,596.00

Hilltop Drive: Pulverization

36	Pavement Sawcut	LF	374	\$ 1.50	\$ 561.00	\$ 2.56	\$ 957.44	\$ 2.45	\$ 916.30	\$ 2.10	\$ 785.40	\$ 3.00	\$ 1,122.00
37	Pulverize Pavement	SY	4780	\$ 2.80	\$ 13,384.00	\$ 1.62	\$ 7,743.60	\$ 1.20	\$ 5,736.00	\$ 0.95	\$ 4,541.00	\$ 1.20	\$ 5,736.00
38	Excavation Below Subgrade (EBS) (Estimated)	CY	480	\$ 18.40	\$ 8,832.00	\$ 11.03	\$ 5,294.40	\$ 27.60	\$ 13,248.00	\$ 19.62	\$ 9,417.60	\$ 15.00	\$ 7,200.00
39	Base Aggregate Dense 3-Inch (EBS)	TON	370	\$ 13.20	\$ 4,884.00	\$ 20.51	\$ 7,588.70	\$ 20.75	\$ 7,677.50	\$ 21.86	\$ 8,088.20	\$ 21.00	\$ 7,770.00
40	Base Aggregate Dense 1 1/4-Inch (EBS)	TON	735	\$ 13.20	\$ 9,702.00	\$ 16.41	\$ 12,061.35	\$ 16.70	\$ 12,274.50	\$ 17.73	\$ 13,031.55	\$ 16.75	\$ 12,311.25
41	HMA Pavement (3 MT 58-28 H) Binder	TON	700	\$ 71.00	\$ 49,700.00	\$ 80.15	\$ 56,105.00	\$ 71.00	\$ 49,700.00	\$ 73.00	\$ 51,100.00	\$ 71.00	\$ 49,700.00
42	HMA Pavement (4 MT 58-28 H) Surface	TON	515	\$ 73.20	\$ 37,698.00	\$ 75.08	\$ 38,666.20	\$ 73.20	\$ 37,698.00	\$ 84.50	\$ 43,517.50	\$ 73.20	\$ 37,698.00
43	Base Aggregate Dense 3/4-Inch Shoulder	TON	295	\$ 25.80	\$ 7,611.00	\$ 44.10	\$ 13,009.50	\$ 31.00	\$ 9,145.00	\$ 26.52	\$ 7,823.40	\$ 31.00	\$ 9,145.00

All-Ways Contractors, Inc.	Wondra Construction, Inc.	Vinton Construction Company	Kopplin & Kinas Co., Inc.	Buteyn-Peterson Construction Company
Total = \$ 132,372.00	Total = \$ 141,426.19	Total = \$ 136,395.30	Total = \$ 138,304.65	Total = \$ 130,682.25

Total Extension Plus Pulverization

All-Ways Contractors, Inc.	Wondra Construction, Inc.	Vinton Construction Company	Kopplin & Kinas Co., Inc.	Buteyn-Peterson Construction Company
Total = \$ 463,381.85	Total = \$ 468,111.60	Total = \$ 496,480.10	Total = \$ 505,896.49	Total = \$ 526,278.25

## CITY OF CEDARBURG

**MEETING DATE:** February 14, 2022

**ITEM NO:** 9.E.

**TITLE:** Discussion and possible action on American Rescue Plan (ARP) Funds

### **ISSUE SUMMARY:**

With the direction from the Common Council to help our local businesses and provide support to our residents, staff has developed a plan for the use of ARPA funds to best maximize their use and provide long term value to the city. Many of the projects listed are capital improvement projects that will have the most impact to all residents. The best way to have the biggest impact on our local businesses is by providing our local Chamber the funding they need to have the proper staffing levels to increase tourism and provide support to City of Cedarburg businesses. By adding an additional full-time staff member to the Chamber, they will be able to manage the new Visit Cedarburg website, increase the use of our new brand, and manage the Cedelight program. In addition, this provides the Chamber Executive an opportunity to focus on other business assistance and economic development.

The following projects are being requested for ARPA Funding.

- 1) Chamber funding for a full-time staff member: \$60,000 (Tourism & Small Business Assistance)
- 2) TP&D Cedelight Program: \$10,000 (Tourism & Small Business Assistance)
- 3) Library Chromebooks: \$4540 (Revenue Replacement)
- 4) Library – Replace public internet workstations: \$6980 (Revenue Replacement)
- 5) Engineering – Plotter: \$9000 (Revenue Replacement)
- 6) City Hall AC Unit: \$160,000 (Revenue Replacement)
- 7) Public Works – Sweeper/Cleaner Unit: \$88,000 (Revenue Replacement)
- 8) Council Chambers Audio: \$5,000 (Revenue Replacement)

Total Funds requested: \$1,136,249.62

Total Funds committed to date: \$782,973

Total Funds available for future projects: \$431,496.24

Total Funds available if all requests approved: \$72,526.67 (2021), \$14,234.62 (2022)

### **Funds Available from previously approved allocations:**

\$17,736.66 available for small business assistance based on \$22,263.34 used of the \$40,000 approved by the Council for reimbursement of licenses and permits.

\$250,000 allocated for lead service replacement and/or Sewer infrastructure repairs.

**STAFF RECOMMENDATION:** None

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

**BUDGETARY IMPACT:** Positive.

**ATTACHMENTS:** ARPA Requests

**INITIATED/REQUESTED BY:** Administrator Mikko Hilvo

**FOR MORE INFORMATION CONTACT:** Administrator Mikko Hilvo

**Chamber of Commerce/Tourism, Promotion, and Development request for funding a full-time Tourism, Marketing, and Administrative Coordinator position.**

**Project Introduction:**

The Cedarburg Chamber of Commerce a full-time (35-40hr/week) employee to help coordinate tourism, marketing and administrative tasks at the Chamber offices.

**Description and Need:**

During COVID the Chamber of Commerce had to layoff their programs coordinator and tourism coordinator. They were able to hire a part-time (18hrs/week) coordinator to assist at the Visitor Center and begin to work on a plan to increase tourism after covid. With it being a part time position it has been difficult to keep staff longer than a few months. The Chamber of Commerce Board of Directors and TP&D have both discussed and approved a full-time position that would fill both roles. The position reports directly to the Chamber Executive Director The position will continue to market Cedarburg as a unique travel destination through advertising, promotion, and other events planned by the Cedarburg Chamber of Commerce.

**Goals and Beneficiaries of the Project:**

The goal in creating this position is to increase Cedarburg's visibility as a tourism destination while supporting the Chamber's mission to promote the economic future of Cedarburg's business, to preserve the healthy living and business climate in our community, and to promote local business and our community with an active marketing effort.

**Project Budget:**

**\$60,000**

This would assist in the recovery of funding for the position to pre-covid levels. The position is currently funded at 18 hours per week through TP&D (room taxes) in the amount of \$14,976. Funding, prior to COVID, for the program coordinator was budgeted through the Chamber at \$23,000 per year. The ARPA funding would help immediately by the Chamber having the ability to hire a person that will have an impact on our tourism industry and be able to help grow our Chamber offerings.

**Possible Alternative Sources of Funding:**

Room Tax & Chamber Funds

**Expenditure Tracking:**

The Chamber of Commerce will provide regular reports to the City as outlined in the ARPA guidelines.



## **Cedarburg Chamber of Commerce TOURISM MARKETING AND ADMINISTRATIVE COORDINATOR**

**Position Summary:** The Tourism Marketing and Administrative Coordinator works under the supervision of the Chamber Executive Director, offering an expert level of Cedarburg promotion and administrative/event support to the Chamber office.

**Cedarburg Chamber of Commerce & Visitor Center Mission Statement:** To promote the economic future of Cedarburg's business community. To preserve the healthy living and business climate in our community. To promote local business and our community with an active marketing effort.

### **Job Responsibilities:**

*Visitor Center:* The Chamber coordinates the Visitor Center desk in partnership with the History Museum to offer a high level of knowledge and customer service to all visitors. This position will provide coverage, assist with training of new associates/volunteers, ensure that all materials are stocked and tidy, track and manage requested visitor mailings, and

*Promotion and Marketing:* The Tourism Marketing and Administrative Coordinator is responsible for the development and distribution of marketing materials budgeted annually through the Chamber and the Tourism, Promotion, and Development Committee (TP&D) of the Chamber including:

- Updating and maintaining the Chamber website with info related to tourism
- Producing consistent social media communications related to tourism
- Providing local, statewide, and national tourism websites with updated event and visitor information.
- Coordinating production of the Visitor Guide, Locator Map, and Annual Events Calendar.
- Providing requested Chamber promotional materials to local businesses and support where needed for tours coming into Cedarburg
- Scheduling of Washington Avenue Banner and changing of Community Signboard
- Serving as an active Board Member on the Ozaukee County Tourism Council.

*Administrative:* Provides office and programs support for Chamber of Commerce functions, including emails, newsletters, invoicing, and other general office duties.

- Assists with event planning, advertising and promotion of chamber events, publications, and more.
- Attends and participates in monthly TP&D and Chamber Special Events Committee meetings

- May travel to annual educational and networking conferences, including WIGCOT (Wisconsin Governor's Conference on Tourism) and Circle Wisconsin's Midwest Marketplace where applicable.

*Skills Required:* The Tourism Marketing and Administrative Coordinator must possess excellent customer service and event management skills and work well in a collaborative team setting. General experience in website management and social media placement is also necessary.

*Physical Requirements:* Must be able to lift a minimum of 25lbs. Standing, walking, and bending throughout the day.

*Minimum Education and Experience:* Possession of a high school diploma and experience in marketing, office administration, and/or customer service. *Knowledge of Cedarburg is imperative.*

This position is a full-time hourly position working 35-40 hours per week. Starting wage is \$16/hr. Some evening and weekend hours often required during events and other high-volume times.

Please submit a cover letter and resume via email by March 31, 2022, to:  
Maggie Dobson  
Executive Director, Cedarburg Chamber of Commerce  
director@cedarburg.org

## **CEDALIGHT PROGRAM**

### **Project Introduction and Description:**

The downtown building lights have been managed by several entities since the 1990's when the program was established. These lights are on the perimeter of most of the buildings downtown. For the last 5 years the program was managed by the Director of Parks, Recreation, and Forestry and most recently by the City Administrator. We have utilized contracted electricians, Parks and Public Works staff, and other City staff to work on the lights to keep the program going but other duties are taking priority. Many of the strings for the lights are old and in need of replacement along with having drooping lines and burnt-out bulbs. This creates a poor look for our downtown. The option is to either remove all the lights from the buildings or invest in providing a uniform look and fixing/replacing the lights as needed.

The Economic Development Board feels that this program provides value to our downtown businesses and should continue. For the program to continue it is recommended that the Tourism, Marketing, and Administrative Coordinator of the Chamber take on the management of the program.

### **Goals and Beneficiaries of the Project:**

The goal is to enhance the appearance of our downtown district. The beneficiaries are our local businesses.

### **Project Budget:**

**\$10,000**

This will assist in hiring an electrician to fix the broken strings and purchasing of supplies for the program. Other funding has been available in past years from LW utility and TP&D.

### **Possible Alternative Sources of Funding:**

TP&D

### **Expenditure Tracking:**

TP&D would provide regular reports to the City on how the funds have been spent.

## **LIBRARY ARPA Tech #1**

### **Project Introduction:**

#### **Rugged Chromebooks:**

Provide rugged touchscreen Chromebooks for use in library drop in activities in our MakerLab, Youth TinkerLab, and Teen TinkerLab. Have them available for large group STEM programs for all ages and make them available for checkout as part of our Library of Things collection.

### **Description and Need:**

Our current Windows 7 laptops can no longer run the newer STEM apps and connect with newer STEM devices. Due to end of life of Windows 7 and security issues, they really should not be made available for public use at all anymore. With this in mind we urgently need replacements for library programs and in house use, but we also have the opportunity to provide them in our labs during all open library hours as well as available for checkout with a wireless hotspot.

### **Goals and Beneficiaries of the Project:**

(Those without computers and internet access. Those who would benefit from STEM learning.)

### **Project Budget:**

#### **\$4,540**

Chromebook 11 3100 2 in 1 (x10) \$369 each (\$3,690 total)

Features: Touch screen, keyboard and mouse inputs

App Compatible

Chrome browser

Folding screen for Laptop or tablet use

Rugged design

Protected keyboard, ports and screen

Chromebook Cases and Wireless Mice (x10 each) \$40 case, \$18 mouse (\$580 total)

### **Possible Alternative Sources of Funding:**

Future Capital Improvement Fund

### **General Fund Expenditure Replacement:**

The project will replace existing 8 Dell Laptops (that are limited to Windows 7 that is already past end of life and not upgradeable) as well as 6 Chromebooks (2 from library funds and 4 older ones donated from CSD)

### **Ongoing Operational Expenses:**

No real ongoing expenditures

**Expenditure Tracking:**

It will be simple to track expenditures for the project. We will also be able to provide use statistics.

**Reginal Cooperation:**

These Chromebooks will be able to be paired with our current Wireless Internet Hotspots that are available for checkout to citizens of Cedarburg and the surrounding areas we serve as a library. This will allow us, for the first time, to pair a capable machine for getting the job done with the hots spots for wireless data.

This will also help our patrons who do not have high speed Internet, or any type of internet, to have access at their home or office. They can even be paired up to be taken on the road.

The hotspots were made available with collaboration/cooperation between the Grafton and Cedarburg public libraries with the funding provided by the Rotary Club of Cedarburg Grafton.



## **LIBRARY ARPA Tech #2**

### **Project Introduction:**

#### **Replacement Public Internet Workstations:**

While we currently have old public internet workstations, they are of a design that no longer meets our needs for flexibility and the ability to provide unique and diverse collaboration spaces for the public and staff. We need 10 new more powerful machines in a form factor that meets our new expectations and fulfills our plans and goals for the future.

### **Description and Need:**

The current public internet computers are of the large tower size. This makes any attempt to shift, move or design new spaces much more difficult without the machines being a nuisance to public. They use a special hanging rack to remain out of kicking range and the process of remove the cage and move it is a multi-hour operation at the best of times.

This new proposal would take advantage of mini sized computers that can be mounted on the back of the display. Moving and accommodating special requests will be as easy as moving a display. These computers will be Windows 11 future proof.

### **Goals and Beneficiaries of the Project:**

(people collaborating. Training. Group projects,)

### **Project Budget:**

**\$6,980**

Dell Optiplex 3080 10<sup>th</sup> gen i5, 6 cores (x10) \$698 each (\$6,980 total)

Features: Mini form factor

Back of display mountable

Windows 11 future proof

### **Possible Alternative Sources of Funding:**

Future Capital Improvement Funds.

### **General Fund Expenditure Replacement:**

The proposal will replace 10 Dell tower computers (2013) with 10 Dell mini (small form factor) computers.

### **Ongoing Operational Expenses:**

No real ongoing expenditures except occasional keyboard or mouse replacement.

### **Expenditure Tracking:**

It will be simple to track expenditures for the project. We will also be able to provide very specific use statistics by number of uses and average time of use.

## **ENGINEERING ARPA REQUEST – Plotter/Scanner**

### **Project Introduction:**

#### **Plotter/Printer:**

The current plotter/scanner is not functional and is in need of repairs.

### **Description and Need:**

We are requesting ARPA funds to replace our existing plotter with a new plotter/scanner.

The old plotter is no longer functional and would take \$1,800 to fix. The new plotter allow us to replace 2 machines with one. The new plotter would also have scanning and copying capabilities, which would give us the capability to scan old plan sets and have them available digitally.

### **Goals and Beneficiaries of the Project:**

All City departments that require large printed maps, large size copies, and the ability to scan old plan sets to have them available digitally.

### **Project Budget:**

\$8655

### **Possible Alternative Sources of Funding:**

Future Capital Improvement Fund

### **General Fund Expenditure Replacement:**

The project will replace an old existing plotter that is in need of repairs.

### **Ongoing Operational Expenses:**

No ongoing expenditures

### **Expenditure Tracking:**

This is a one-time purchase with one invoice that is easy to track.

## **CITY HALL BUILDING ARPA REQUEST – AC Unit**

### **Project Introduction:**

#### **AC Unit:**

The current AC Unit is old and in need of replacement.

### **Description and Need:**

The AC unit for the City Hall building has been approved by the Common Council for replacement this year. Funding for this unit is planned to come entirely from borrowing which would increase future taxes for several years in order to pay it off. By utilizing ARPA funds for this capital project we would avoid having to borrow for it.

### **Goals and Beneficiaries of the Project:**

City of Cedarburg taxpayers would benefit from not having to borrow for the unit.

### **Project Budget:**

\$160,000

### **Possible Alternative Sources of Funding:**

Future Capital Improvement Fund

### **General Fund Expenditure Replacement:**

The project will replace an old AC unit.

### **Ongoing Operational Expenses:**

No ongoing expenditures

### **Expenditure Tracking:**

This is a one-time purchase with one invoice that is easy to track.

## **PUBLIC WORKS BUILDING ARPA REQUEST – Sweeper/Scrubber**

### **Project Introduction:**

#### **Sweeper/Scrubber:**

Public Works is looking to purchase a sweeper/scrubber to help mitigate having salt dust and dust blow throughout the public works garage, clean other City facilities, park shelters and park paths.

### **Description and Need:**

The sweeper/scrubber is needed to try to prevent our shop from rusting inside out and for other large areas in the City, such as park shelters and park paths, that require regular scrubbing to maintain clean and healthy facilities. It can be used at the CFD, PD, Pool and Water Recycling Center as well. It will reduce particles inhaled by the crew and visitors to the facilities, clean animal waste from park paths, help reduce the man hours currently required to clean the public works garage, and reduce the amount of water used for such cleaning.

### **Goals and Beneficiaries of the Project:**

City of Cedarburg employees and residents would benefit from the use of the cleaner/sweeper.

### **Project Budget:**

\$88,000

### **Possible Alternative Sources of Funding:**

Future Capital Improvement Fund

### **General Fund Expenditure Replacement:**

Non

### **Ongoing Operational Expenses:**

No ongoing expenditures

### **Expenditure Tracking:**

This is a one-time purchase with one invoice that is easy to track.

# KÄRCHER

makes a difference



\*Shown with optional overhead guard



## SCRUB AND SWEEP AT THE SAME TIME.

Double your productivity with this full-size, highly-productive sweeper and scrubber combo.

# It's about time.

Every aspect of the Kärcher B 300 R I was designed to save you time and money. This machine achieves an astronomical 178,144 ft<sup>2</sup>/hr cleaning performance. Scrub while you sweep with this dual-purpose industrial cleaner. Enjoy the practicality of the 59-inch maximum dump height of the large 47.5-gallon debris container. Pivotal side-brushes ensure you clean close to the edge every time. To ensure you get a quick return on your investment we built the B 300 with a best-in-class 69-inch working width.

Count on the heavy-duty steel frame and the Kubota LPG or diesel engine to provide power and reliability for years to come. Never lose sight of where you are going with the commanding view from the driver's seat of the B 300.



## 1 Extremely productive

- ▢ Scrub and sweep with one machine at the same time
- ▢ Best-in-class productivity with a class-leading width of 69 inches
- ▢ Get up to 178,144 ft<sup>2</sup>/hr with this time saving model

## 2 Easy to use

- ▢ Hydraulic high-dump disposal feature is productive and practical
- ▢ Good visibility from unobstructed driving position
- ▢ Close to the edge cleaning at both sides with pivotable side brushes / scrub deck
- ▢ Simple, yet robust controls

## 3 Heavy-duty construction

- ▢ Massive heavy-duty steel frame

## 4 Designed for the real world

- ▢ Unlimited runtime with LPG or diesel fuel
- ▢ LPG or diesel driven combustion engine for power and reliability
- ▢ Kubota engines for efficient and powerful use

**Meyer's Pressure Cleaners, Inc.**

8919 North 55th Street  
Brown Deer, WI 53223

**Cedarburg Public Works**

W59 N306 Johnson Ave  
Cedarburg, WI 53012

**Quote #781024**

Sent on 02/09/2022

Phone 14143558919

Website www.mpcwi.com

Client Phone 262-993-2019

Terms Half Down, Balance on Delivery

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
Karcher B300 R I LPG	55.1" Cleaning Width with one side brush LPG 48hp Kubota Engine 79.25 Gallon Solution and Recovery Tanks 47.5 Steel Debris Hopper Hydraulic High-Dump Disposal High Visibility Design Front Wheel Steering Heavy Duty Steel Frame Scrub/Sweep Deck Right Hand Sweeper Working Lights Warning Beacon Wash Down Sprayer (tank wash downs)	1	\$87,670.00	\$87,670.00
				Not included
Optional Pressure Washer	Optional full size pressure washer and mounting kit. Gas Engine powered direct drive includes gun/wand/hose	1	\$4,750.00	\$4,750.00

This quote is valid for the next 10 days, prices subject to change after that.

Subtotal	\$87,670.00
Tax Exempt (0.0%)	\$0.00
Total	\$87,670.00

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







	Library	Install a credit card system for printing and copier costs	\$11,000.00				This is the most requested service that the library currently doesn't offer. This will be more convenient for the public and will reduce interaction with staff. It will also reduce the amount of money exchanged between staff and the public, and will allow for the payment of library fines.	Revenue Replacement		Linda Pierschalla, Library Director	
	Fire Department	Purchase a new radio base station	\$2,500.00	\$1,604.95		\$1,604.95	Fire and EMS communication is important during emergencies. The Fire Department has been heavily tasked during the pandemic and the need for updated equipment has increased. This base radio system will allow for increased efficiency and better communication between all responders in the city and county.	Public Health		Chief Jeff Vahsholtz	
	Fire Department	Hazard Pay for Firefighters/EMTS' (Premium Pay)	\$39,700.00	\$39,700.00		\$39,700.00	Our Firefighters and EMT's have worked through the pandemic and continue to provide exceptional lifesaving and public safety services as a volunteer service. Many of them have volunteered their time to serve our community responding to calls, being present at major City events, and fundraising for the department. By providing them a stipend for their services it helps show them our appreciation for everything they do for our community.	Premium Pay - Public Sector Employees		Chief Jeff Vahsholtz	
	Police Department	Patrol Vehicle	\$50,000.00	\$50,000.00		\$49,934.00	The need to replace aging patrol vehicles enhances public safety and saves on long-term vehicle repair costs. This amount replaces and outfits one patrol vehicle.	Revenue Replacement		Captain McNerney	
	Light and Water Utility/WRC: (Sewer Lateral Camera System?)	Lead Pipe and Sewer Lateral Replacement program	\$250,000.00		\$250,000.00		City of Cedarburg has 1000 homes with lead water service pipes along with several hundred failing wastewater laterals. The repair of these services is the responsibility of the homeowner but many chose not to do the	Infrastructure	Light and Water Utility	Administrator, LW Executive, Water Utility Superintendent, Water Recycling Superintendent	
	Clerks/Elections	Badger Books for Elections	\$25,000.00	\$25,963.00			The benefits of utilizing Badger Books are plentiful. The time savings before and after an election for the entire Clerk's Office would be immense as there would be no manual data entry, scanning of poll books, reconciling votes, etc. There would be a significant savings in reams of paper due to not relying on paper books. There would also be a significant reduction in the amount of election workers required	Revenue Replacement		Tracie Sette	
New Projects	Engineering	Plotter	\$9,000.00	\$9,000.00			Engineering Department is requesting funds to replace the existing plotter with a new plotter/scanner. The old plotter is no longer functional and would take \$1,800 to fix. The new plotter would cost \$8,655 and would allow us to replace 2 machines with one. The new plotter would also have scanning and copying capabilities, which would give us the capability to scan old plan sets and have them available digitally.	Revenue Replacement		Mike Wieser, Engineer	
	City Hall AC Unit		\$160,000.00		\$160,000.00			Revenue Replacement			
	CedaLight Program (Holiday lights on buildings downtown)		\$10,000.00	\$10,000.00			Aid to Tourism	Tourism			
	Public Works/Municipal Building and Park Path Sweeper/Scrubber		\$88,000.00		\$88,000.00		The park paths, park shelters, and public works building floor require ongoing cleaning that is currently labor intensive. This unit will save staff time and also help cleanup goose poop from park paths that is a health concern.	Revenue Replacement			
	Ehlers	ARPA Fund Risk Assessment and Review of Eligible Expenses	\$2,000.00	\$2,000.00		\$625.00	Having a financial firm with experience in ARPA Fund management helps the City to comply with the ARPA rules.				
	Council Chambers Audio		\$5,000.00	\$5,000.00			The audio for the zoom meetings does not work well. A new system is required in order to continue a hybrid meeting format.	Revenue Replacement			
	Total Funds Requested		\$1,136,249.62	\$534,707.95	\$593,000.00	\$119,653.07					

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
01/28/2022	PWBDD	39839	ADAM M KRESSMER	OVERPAYMENT OF TAXES	261400	000000	189.86
01/28/2022	PWBDD	39841*#	AT&T	TELEPHONE/COMMUNICATIONS	500225	518100	117.31
				TELEPHONE/COMMUNICATIONS	500225	522110	100.46
				TELEPHONE/COMMUNICATIONS	500225	522230	89.67
				TELEPHONE/COMMUNICATIONS	500225	533210	82.85
				CHECK PWBDD 39841 TOTAL FOR FUND 100:			390.29
01/28/2022	PWBDD	39842#	AT&T MOBILITY	TELEPHONE/COMMUNICATIONS	500225	522110	1,032.11
				TELEPHONE/COMMUNICATIONS	500225	522410	123.43
				CHECK PWBDD 39842 TOTAL FOR FUND 100:			1,155.54
01/28/2022	PWBDD	39844#	AURORA EAP	DUE FROM LIGHT & WATER	156200	000000	105.00
				EAP/125 ADMIN	500161	519200	462.00
				CHECK PWBDD 39844 TOTAL FOR FUND 100:			567.00
01/28/2022	PWBDD	39846	BENJAMIN T LUBNER	OVERPAYMENT OF TAXES	261400	000000	250.72
01/28/2022	PWBDD	39847*#	BEYER'S HARDWARE	OPERATING SUPPLIES	500350	518100	31.00
				MAINTENANCE PARTS	500353	533210	37.84
				MAINTENANCE PARTS	500353	533210	17.99
				REPAIR AND MAINTENANCE	500240	533730	35.07
				REPAIR AND MAINTENANCE	500240	555510	23.39
				CHECK PWBDD 39847 TOTAL FOR FUND 100:			145.29
01/28/2022	PWBDD	39848	BONNIE L WELLS	OVERPAYMENT OF TAXES	261400	000000	123.57
01/28/2022	PWBDD	39849	BURKE TRUCK & EQUIPMENT INC.	MAINTENANCE PARTS	500353	533210	409.61
01/28/2022	PWBDD	39851	CHARLES KELLERMAN	OVERPAYMENT OF TAXES	261400	000000	184.97
01/28/2022	PWBDD	39852	CHASE A MARCINIAK	OVERPAYMENT OF TAXES	261400	000000	262.96
01/28/2022	PWBDD	39855	CONLEY MEDIA, LLC	PROF PUBLICATIONS AND DUES	500320	522310	150.68
01/28/2022	PWBDD	39856	CRAIG A SCHULZ	OVERPAYMENT OF TAXES	261400	000000	9,037.29

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Fund: 100 GENERAL FUND							
01/28/2022	PWBDD	39858	CUSTOM SERVICE INFORMATION, LLC	ATTORNEY/CONSULTANT	500212	522110	550.00
01/28/2022	PWBDD	39859	DAVID P SHERRILL	OVERPAYMENT OF TAXES	261400	000000	1,149.83
01/28/2022	PWBDD	39861	DEPARTMENT OF THE NAVY	SUPPLIES AND EXPENSES	500347	522120	900.00
01/28/2022	PWBDD	39862	FASTENAL COMPANY	MAINTENANCE PARTS	500353	533210	45.18
01/28/2022	PWBDD	39863	GUETZKE & ASSOCIATES, INC.	REPAIR AND MAINTENANCE	500240	533730	140.00
01/28/2022	PWBDD	39866	IBS OF SOUTHEASTERN WISCONSIN	MAINTENANCE PARTS	500353	533210	261.90
				MAINTENANCE PARTS	500353	533210	(60.00)
				CHECK PWBDD 39866 TOTAL FOR FUND 100:			201.90
01/28/2022	PWBDD	39867	JACOB M TABEK	OVERPAYMENT OF TAXES	261400	000000	79.14
01/28/2022	PWBDD	39869	JIN SOOK BANG	OVERPAYMENT OF TAXES	261400	000000	676.02
01/28/2022	PWBDD	39870	JOHNSON CONTROLS SECURITY SOLU	REPAIR AND MAINTENANCE	500240	518100	350.43
01/28/2022	PWBDD	39871	JULIEANN KINZEL	OVERPAYMENT OF TAXES	261400	000000	393.41
01/28/2022	PWBDD	39872	JUSTIN M MORGAN	OVERPAYMENT OF TAXES	261400	000000	475.37
01/28/2022	PWBDD	39874	LEVI STAIR	OVERPAYMENT OF TAXES	261400	000000	100.37
01/28/2022	PWBDD	39875	LUKE J STECKLEIN	OVERPAYMENT OF TAXES	261400	000000	388.20
01/28/2022	PWBDD	39876	MARGARET S STELZNER	OVERPAYMENT OF TAXES	261400	000000	139.54
01/28/2022	PWBDD	39878	MAURICIO E MACHADO	OVERPAYMENT OF TAXES	261400	000000	2,149.25
01/28/2022	PWBDD	39879	MICHAEL HAJEK	OVERPAYMENT OF TAXES	261400	000000	347.56
01/28/2022	PWBDD	39880	MID-MORaine MUNIC. ASSOCIATION	TRAVEL & TRAINING	500330	513200	24.00
01/28/2022	PWBDD	39881	MID-STATE ORGANIZED CRIME	PROFESSIONAL SERVICES	500210	522130	150.00
01/28/2022	PWBDD	39882	NAPA AUTO PARTS	MAINTENANCE PARTS	500353	533210	137.12
				MAINTENANCE PARTS	500353	533210	245.80
				MAINTENANCE PARTS	500353	533210	56.98
				MAINTENANCE PARTS	500353	533210	21.22
				MAINTENANCE PARTS	500353	533210	122.36

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Fund: 100 GENERAL FUND							
				MAINTENANCE PARTS	500353	533210	2.90
				MAINTENANCE PARTS	500353	533210	10.91
				MAINTENANCE PARTS	500353	533210	245.80
				MAINTENANCE PARTS	500353	533210	18.09
				MAINTENANCE PARTS	500353	533210	(20.00)
				MAINTENANCE PARTS	500353	533210	(90.83)
				MAINTENANCE PARTS	500353	533210	(34.91)
				CHECK PWBDD 39882 TOTAL FOR FUND 100:			715.44
01/28/2022	PWBDD	39884	NORTH SHORE PW ASSOCIATION	OPERATING SUPPLIES	500350	533210	145.00
01/28/2022	PWBDD	39885	OLIVER J TYSVER	OVERPAYMENT OF TAXES	261400	000000	3,087.04
01/28/2022	PWBDD	39886#	OLSEN'S PIGGLY WIGGLY	AWARDS, SUPPLIES	500343	519200	33.29
				AWARDS, SUPPLIES	500343	519200	71.17
				MAINTENANCE SUPPLIES	500340	522100	5.92
				CHECK PWBDD 39886 TOTAL FOR FUND 100:			110.38
01/28/2022	PWBDD	39887	ONTECH SYSTEMS, INC	EQUIPMENT/CAPITAL OUTLAY	500380	514700	600.00
01/28/2022	PWBDD	39889	OZAUKEE COUNTY CHIEFS ASSOC.	PROF PUBLICATIONS AND DUES	500320	522110	25.00
01/28/2022	PWBDD	39891	PEGGY J STUCKY	OVERPAYMENT OF TAXES	261400	000000	200.65
01/28/2022	PWBDD	39892	SOUTHSIDE TIRECO., FRANKLIN	MAINTENANCE PARTS	500353	533210	890.14
01/28/2022	PWBDD	39895#	TAPCO	DEVELOPERS AGREEMENT HIDDEN GROVE	239251	000000	793.05
				DEVELOPERS AGREE-FAIRWAY VIL	239254	000000	765.90
				SIGNS	500363	533311	159.00
				CHECK PWBDD 39895 TOTAL FOR FUND 100:			1,717.95
01/28/2022	PWBDD	39896	THE UNIFORM SHOPPE	UNIFORMS	500346	522120	1,453.05
01/28/2022	PWBDD	39897	TODD M OLCZAK	OVERPAYMENT OF TAXES	261400	000000	34.37
01/28/2022	PWBDD	39899#	UNIFIRST CORPORATION	MAINTENANCE SUPPLIES	500340	522100	78.63
				OPERATING SUPPLIES	500350	533210	57.23
				CHECK PWBDD 39899 TOTAL FOR FUND 100:			135.86

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Fund: 100 GENERAL FUND							
01/28/2022	PWBDD	39900	WISCONSIN HUMANE SOCIETY	ANIMAL POUND	500213	522110	60.00
01/28/2022	PWBDD	39901	WM CORPORATE SERVICES, INC	MAINT/CONTRACTED SERVICES	500290	533730	58,866.92
01/28/2022	PWBDD	39902	WMCA	PROF PUBLICATIONS AND DUES	500320	514100	65.00
02/04/2022	PWBDD	39903	AUDREY A PELZER	OVERPAYMENT OF TAXES	261400	000000	140.13
02/04/2022	PWBDD	39906*#	BEYER'S HARDWARE	OFFICE SUPPLIES	500310	522110	3.76
				REPAIR AND MAINTENANCE	500240	555510	17.52
				CHECK PWBDD 39906 TOTAL FOR FUND 100:			21.28
02/04/2022	PWBDD	39907	BRIAN J SCHULTEIS	OVERPAYMENT OF TAXES	261400	000000	200.43
02/04/2022	PWBDD	39908	CALLAHAN BLUM, ERIN	PROFESSIONAL SERVICES - JAN WTRCLOR	500210	555140	184.00
02/04/2022	PWBDD	39910	CHEMINDUSTRIAL SYSTEMS INC	MAINTENANCE PARTS	500353	533210	54.00
02/04/2022	PWBDD	39911#	COMPLETE OFFICE OF WISCONSIN	OFF SPLY-TREAS LGL PADS/HILITERS/LABLS	500310	515600	22.61
				MAINTENANCE SUPPLIES	500340	522100	96.03
				OFF SPLY-ENG 9X12 CLASP ENVELOPES	500310	533110	5.05
				OFF SPLY-PLAN 9X12 CLASP ENVELOPES	500310	566310	5.05
				CHECK PWBDD 39911 TOTAL FOR FUND 100:			128.74
02/04/2022	PWBDD	39912	DAN KRALL & CO. INC.	MAINTENANCE PARTS	500353	533210	717.41
02/04/2022	PWBDD	39913	DECORAH ANIMAL HOSPITAL	K-9 UNIT EXPENSE	500352	522120	58.80
02/04/2022	PWBDD	39915	DULTMEIER SALES	MAINTENANCE SUPPLIES	500340	533450	794.00
				MAINTENANCE SUPPLIES	500340	533450	1,023.34
				CHECK PWBDD 39915 TOTAL FOR FUND 100:			1,817.34
02/04/2022	PWBDD	39916	EDWARD FOY	OVERPAYMENT OF TAXES	261400	000000	837.52
02/04/2022	PWBDD	39917	EGELHOFF LAWNMOWER SERVICE	REPAIR AND MAINTENANCE	500240	555510	129.96
02/04/2022	PWBDD	39918	EMERGENCY MEDICAL PRODUCTS	SUPPLIES AND EXPENSES	500347	522120	599.22
02/04/2022	PWBDD	39919	EXCEL DISPOSAL OF WISCONSIN LLC	PUBLIC WORKS FEES	463101	000000	333.05

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Fund: 100 GENERAL FUND							
02/04/2022	PWBDD	39920	FASTENAL COMPANY	OPERATING SUPPLIES	500350	533210	1,308.62
02/04/2022	PWBDD	39921	FRANK E DAILEY	OVERPAYMENT OF TAXES	261400	000000	122.69
02/04/2022	PWBDD	39922	JERMY P BRAUN	OVERPAYMENT OF TAXES	261400	000000	299.22
02/04/2022	PWBDD	39923	JODY F BECKER	OVERPAYMENT OF TAXES	261400	000000	5,110.00
02/04/2022	PWBDD	39924	JOEL DHEIN	TRAVEL & TRAINING	500330	522120	1,285.00
02/04/2022	PWBDD	39925	JOHNSON CONTROLS SECURITY SOLU	REPAIR AND MAINTENANCE	500240	522110	666.95
02/04/2022	PWBDD	39926	JONATHAN CENSKY	PROFESSIONAL SERVICES	500210	566310	5,592.15
02/04/2022	PWBDD	39927	LAFORCE INC.	REPAIR AND MAINTENANCE	500240	518100	290.00
02/04/2022	PWBDD	39928*#	LANGE ENTERPRISES, INC.	DEVELOPERS AGREEMENT HIDDEN GROVE	239251	000000	313.89
				DEVELOPERS AGREE-FAIRWAY VIL	239254	000000	1,141.75
				CHECK PWBDD 39928 TOTAL FOR FUND 100:			1,455.64
02/04/2022	PWBDD	39929	LINDY L MAYERL	OVERPAYMENT OF TAXES	261400	000000	468.85
02/04/2022	PWBDD	39930	MATT A MOOSE	OVERPAYMENT OF TAXES	261400	000000	220.13
02/04/2022	PWBDD	39931	MICHAEL MARBACH	OVERPAYMENT OF TAXES	261400	000000	496.75
02/04/2022	PWBDD	39933	NAPA AUTO PARTS	MAINTENANCE PARTS	500353	533210	95.60
				MAINTENANCE PARTS	500353	533210	17.08
				CHECK PWBDD 39933 TOTAL FOR FUND 100:			112.68
02/04/2022	PWBDD	39934*#	NASSCO, INC.	OPERATING SUPPLIES	500350	518100	184.21
				MAINTENANCE SUPPLIES	500340	522100	70.60
				CHECK PWBDD 39934 TOTAL FOR FUND 100:			254.81
02/04/2022	PWBDD	39935	NICHOLAS SOJA	OVERPAYMENT OF TAXES	261400	000000	363.65
02/04/2022	PWBDD	39937	OFFICE COPYING EQUIPMENT LTD	EQUIPMENT OUTLAY	500385	514700	9.23
02/04/2022	PWBDD	39938	OFFICE DEPOT	OFFICE SUPPLIES	500310	522110	34.56
				OFFICE SUPPLIES	500310	522110	18.74

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Fund: 100 GENERAL FUND							
				OFFICE SUPPLIES	500310	522110	35.19
				OFFICE SUPPLIES	500310	522110	33.12
				CHECK PWBDD 39938 TOTAL FOR FUND 100:			121.61
02/04/2022	PWBDD	39939	ONTECH SYSTEMS, INC	OPERATING SUPPLIES	500350	533210	600.00
02/04/2022	PWBDD	39940	ORRIN M GORELICK	OVERPAYMENT OF TAXES	261400	000000	236.29
02/04/2022	PWBDD	39942	RICOH USA, INC.	REPAIR AND MAINTENANCE	500240	522110	991.08
02/04/2022	PWBDD	39944	SAMUEL T SPECKHARD	OVERPAYMENT OF TAXES	261400	000000	4,899.95
02/04/2022	PWBDD	39946	SHORT ELLIOTT HENDRICKSON INC	PROFESSIONAL SERVICES	500210	533110	692.69
02/04/2022	PWBDD	39947*#	SOUTHSIDE TIRECO., FRANKLIN	MAINTENANCE PARTS	500353	533210	1,699.54
02/04/2022	PWBDD	39948	STREICHER'S POLICE EQUIPMENT	UNIFORMS	500346	522120	92.74
				UNIFORMS	500346	522120	447.90
				UNIFORMS	500346	522120	(14.01)
				SUPPLIES AND EXPENSES	500347	522120	327.99
				CHECK PWBDD 39948 TOTAL FOR FUND 100:			854.62
02/04/2022	PWBDD	39949	TAMMY D HILL	OVERPAYMENT OF TAXES	261400	000000	672.87
02/04/2022	PWBDD	39951*#	U.S. CELLULAR	BAIER CELL 0282	500225	522310	42.86
				BUDD CELL 5488	500225	522310	42.36
				URBANEK CELL 5335	500225	533110	42.86
				WIESER CELL 1782	500225	533110	38.83
				BUBLITZ TABLET 1195	500225	533210	25.36
				BUBLITZ HOT SPOT 0913	500225	533210	39.86
				DPW IPAD 1293	500225	533210	25.36
				HINTZ CELL 9168	500225	533210	42.86
				HINTZ PHONE PURCHASE	500225	533210	718.99
				SENIOR VAN CELL 9139	500225	555145	2.50
				WESTPHAL CELL 3140	500225	555510	42.79
				WESTPHAL TABLET 8568	500225	555510	10.86
				PETERSON TABLET 5195	500225	555510	10.86
				LEGAULT TABLET 9599	500225	555510	10.86

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Fund: 100 GENERAL FUND							
				KETTNER TABLET 9629	500225	555510	10.88
				CHECK PWBDD 39951 TOTAL FOR FUND 100:			<u>1,108.09</u>
02/04/2022	PWBDD	39952	UNIFIRST CORPORATION	OPERATING SUPPLIES	500350	533210	56.39
02/04/2022	PWBDD	39953	WISCONSIN DEPT OF JUSTICE-TIME	TELEPHONE/COMMUNICATIONS	500225	522110	447.75
02/04/2022	PWBDD	39954	AMISH CRAFTSMEN GUILD II	LEGACY TREE & BENCH PROGRAM	500384	555510	1,021.96
				Total for fund 100 GENERAL FUND			125,915.87



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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 220 RECREATION PROGRAMS FUND							
01/28/2022	PWBDD	39840	AMANDA RUMPF	SUMMER SOCCER	467329	000000	105.00
01/28/2022	PWBDD	39877	MASTER PRINTWEAR	SUPPLIES AND EXPENSES	500347	555390	2,083.25
				SOLAR RECREATION	500356	555390	1,058.00
				CHECK PWBDD 39877 TOTAL FOR FUND 220:			3,141.25
02/04/2022	PWBDD	39950	TCGC	POMS EXPENSES	500394	555390	2,840.00
				Total for fund 220 RECREATION PROGRAMS FUND			6,086.25

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 231 AMERICAN RESCUE PLAN ACT							
01/28/2022	PWBDD	39898	ULINE	STATION IMPROVEMENTS	500807	522230	745.49
				Total for fund 231 AMERICAN RESCUE PLAN ACT			745.49

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 240 SWIMMING POOL FUND							
01/28/2022	PWBDD	39865	HORIZON COMMERCIAL POOL SUPPLY	PIPING TO INCLUDE 10" PIPE, FLANGES	500340	555320	6,170.00
				Total for fund 240 SWIMMING POOL FUND			6,170.00

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 260 LIBRARY FUND							
01/28/2022	PWBDD	39841*#	AT&T	TELEPHONE/COMMUNICATIONS	500225	555110	118.16
01/28/2022	PWBDD	39857	CULLIGAN OF WEST BEND	MAINT/CONTRACTED SERVICES	500290	555110	87.50
01/28/2022	PWBDD	39860	DEPARTMENT OF ADMINISTRATION	LIBRARY TECHNOLOGY	500382	555110	600.00
01/28/2022	PWBDD	39873	LAWNSCAPERS, INC	MAINT/CONTRACTED SERVICES	500290	555110	626.25
02/04/2022	PWBDD	39904	AURORA HEALTH CARE	EMPLOYMENT EXPENSES	500395	555110	48.00
02/04/2022	PWBDD	39905	BAKER & TAYLOR BOOKS	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	60.20
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	42.17
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	26.87
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	346.97
				CHECK PWBDD 39905 TOTAL FOR FUND 260:			476.21
02/04/2022	PWBDD	39914	DEMCO SOFTWARE	OFFICE SUPPLIES	500310	555110	152.60
02/04/2022	PWBDD	39934*#	NASSCO, INC.	OPERATING SUPPLIES	500350	555110	443.62
02/04/2022	PWBDD	39943	RIVISTAS SUBSCRIPTION SERVICES	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	5,572.10
02/04/2022	PWBDD	39945	SCHAEFER POWER SYSTEMS	REPAIR AND MAINTENANCE	500240	555110	1,429.66
				Total for fund 260 LIBRARY FUND			9,554.10

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Banks: PWBDD

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 353 TIF DISTRICT #6							
01/28/2022	PWBDD	39854	CONCORD GROUP	PROFESSIONAL SERVICES	500210	566710	1,530.00
02/04/2022	PWBDD	39928*#	LANGE ENTERPRISES, INC.	TIF - ROAD AND GUTTER	500453	566710	369.63
02/04/2022	PWBDD	39941	R.A. SMITH NATIONAL	PROFESSIONAL SERVICES	500210	566710	4,319.48
				PROFESSIONAL SERVICES	500210	566710	2,485.00
				CHECK PWBDD 39941 TOTAL FOR FUND 353:			<u>6,804.48</u>
				Total for fund 353 TIF DISTRICT #6			8,704.11

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 400 CAPITAL IMPROVEMENTS FUND							
01/28/2022	PWBDD	39868	JGS GEOTECH, LLC	SOIL BORINGS	500854	533311	3,820.00
				Total for fund 400 CAPITAL IMPROVEMENTS FUND			3,820.00

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 601 WATER RECYCLING CENTER							
01/28/2022	PWBDD	39841*#	AT&T	TELEPHONE/COMMUNICATIONS	500225	573825	117.50
01/28/2022	PWBDD	39843	AUGUST WINTER & SONS	COAGULANTS PROJECT	185334	000000	9,575.00
01/28/2022	PWBDD	39845	BADGER STATE WASTE, LLC	SLUDGE HAULING	500294	573825	23,737.50
01/28/2022	PWBDD	39847*#	BEYER'S HARDWARE	MAINTENANCE SUPPLIES	500340	573830	5.92
01/28/2022	PWBDD	39850	CEDARBURG LIGHT & WATER	COLLECTION SYSTEM MAINT	500360	573835	575.21
01/28/2022	PWBDD	39853	CINTAS CORPORATION	SAFETY EQUIPMENT	500372	573825	94.76
				SAFETY EQUIPMENT	500372	573825	92.86
				CHECK PWBDD 39853 TOTAL FOR FUND 601:			187.62
01/28/2022	PWBDD	39864	HAWKINS , INC.	COAGULANTS	500371	573825	1,198.01
01/28/2022	PWBDD	39883	NORTH CENTRAL LABORATORIES	LAB SUPPLIES	500370	573825	285.46
01/28/2022	PWBDD	39888	OWEN'S OFFICE SUPPLIES	OFFICE SUPPLIES	500310	573850	376.44
01/28/2022	PWBDD	39890	OZAUKEE DISPOSAL CORPORATION	REFUSE COLLECTION	500297	573830	1,525.00
01/28/2022	PWBDD	39894	SYMBIONT	SECONDARY TREATMENT EQUIPMENT	185334	000000	1,050.00
				ADVANCED TREATMENT EQUIPMENT	185335	000000	1,737.50
				CHECK PWBDD 39894 TOTAL FOR FUND 601:			2,787.50
02/04/2022	PWBDD	39906*#	BEYER'S HARDWARE	MAINTENANCE SUPPLIES	500340	573830	27.88
02/04/2022	PWBDD	39909	CEDARBURG LIGHT & WATER	L&W BILLING	500216	573850	10,930.20
02/04/2022	PWBDD	39932	MILWAUKEE RUBBER PRODUCTS	MAINTENANCE SUPPLIES	500340	573830	174.95
02/04/2022	PWBDD	39936	NORTH CENTRAL LABORATORIES	LAB SUPPLIES	500370	573825	503.62
				LAB SUPPLIES	500370	573825	657.18
				CHECK PWBDD 39936 TOTAL FOR FUND 601:			1,160.80
02/04/2022	PWBDD	39947*#	SOUTHSIDE TIRECO., FRANKLIN	MAINTENANCE SUPPLIES	500340	573830	1,411.00

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 601 WATER RECYCLING CENTER							
02/04/2022	PWBDD	39951*#	U.S. CELLULAR	HACKERT CELL 8239	500225	573825	38.86
				WRC TABLET 5112	500225	573825	25.86
				URBANEK TABLET 2188	500225	573825	10.86
				HACKERT TABLET 4519	500225	573825	10.86
				WRC DUTY PHONE 3142	500225	573825	38.85
				CHECK PWBDD 39951 TOTAL FOR FUND 601:			125.29
				Total for fund 601 WATER RECYCLING CENTER			54,201.28



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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 700 RISK MANAGEMENT FUND							
01/28/2022	PWBDD	39893	STAFFORD ROSENBAUM LLP	INS CLMS-2019 SHELLY BUCK 12/21/19	500546	519400	515.00
Total for fund 700 RISK MANAGEMENT FUND							515.00
TOTAL - ALL FUNDS							215,712.10

'\*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND  
'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT



City of Cedarburg

## City Administrator's Report

February 10 2022

### 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**— Bids for the 2022 Street & Utility project will be opened on March 8. The project will include Highland Drive, Jefferson Avenue north of Bridge Road and the walkway on Sheboygan Road. Bids for the Hilltop Drive connection will be opened on February 10. Bids for the Sidewalk Program will be opened on March 1.

The Public Works crew is working on tree trimming and removals, the bike path; and has completed removing holiday decorations and disassembling the Santa House. The ice skating rink in Cedar Creek Park is open along with skating areas at Cedar Creek/Boy Scout House and Willowbrook, Woodland and Centennial ponds.

**Clerk**—The Department is preparing for the February 15 Spring Primary Election and is conducting in-person absentee voting in the office. Special Voting Deputies have visited the care facilities last week and this week.

**Parks, Recreation & Forestry**— The Summer Activity Guide will be mailed in mid-March. The Department is hiring for summer seasonal positions that are listed on the website. The Department is planning for the Easter Egg Hunt on April 2 and the Kick off to Summer event on June 11. The Kooky Cookie House will be disassembled as soon as the contractors are available.

**Treasurer**— Tax collection is completed. The Deputy Treasurer/Payroll position has been filled with a start date of February 28.

**Library**— Director Pierschalla attended Library Legislation Day in Madison on Tuesday and met with Senator Stroebel and Representative Brooks about Library funding. A vaccine clinic will be offered at the Library on February 18 through Midland Health. The Library received a \$500 grant from the Rotary to purchase good citizenship themed children's books. The Friends of the Library will be holding a used book sale (\$1 each) between February 14-19 during regular hours. Classes include A Writer's Journal with Carla Luna that was held on February 8 and Historical Stitching with Carol Alexander Coutts will be held on February 15.

**Senior Center**— The Senior Travel Show had 57 attendees last week, which surpassed the attendance in 2019. Director Pitre is interviewing for the open Senior Center Supervisor position.

**Water Recycling Center**—Superintendent Hackert's Retirement Luncheon will be held on Friday, February 11 between 11 a.m.—1:00 p.m. at City Hall, Lower Level, Room 2. Applications are being accepted for an Operator position until February 25.

**Police Department**—Captain Kell reported that Sergeant Emmrich is starting to work on the accreditation process for the Department. Several employees will be working on the accreditation process with him for the Departments onsite accreditation review in June.

**Fire Department**—Fire Chief Vahsholtz reported that the Department has responded to 148 calls already to-date. It is extremely helpful to have two full-time employees.

**Administrator**— I will be reviewing spectrum contracts for potential savings and working with Department Heads on their broadband needs.

Respectfully submitted,

Mikko Hilvo

## 2022 PERMIT SUMMARY BY MONTH

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Single Family	2												2
Duplex	2												2
Addition/Alteration	12												12
Commercial Additions/Alterati	2												2
Heat/Vent	25												25
Signs	1												1
Plumbing	27												27
Electrical	43												43
Occupancy	2												2
TOTAL VALUE TO CITY	1,718,400												1,718,400
INSPECTIONS													
MICHAEL BAIER	106												106