

**CITY OF CEDARBURG
COMMON COUNCIL
April 12, 2021**

**CC20210412-1
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held online on Monday, April 12, 2021, utilizing the Zoom app.

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

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

Excused - Barbara Lythjohan

Also Present - City Administrator Mikko Hilvo, City Attorney Michael Herbrand, Deputy City Clerk Amy Kletzien, interested citizens and news media.

STATEMENT OF PUBLIC NOTICE

At Mayor O’Keefe’s request, Deputy City Clerk Kletzien verified that notice of this meeting was provided to the public by forwarding the agenda to the City’s official newspaper, the *News Graphic*, to all news media and citizens who requested copies, and by posting in accordance with the Wisconsin Open Meetings Law. Citizen’s present were welcomed and encouraged to provide their input during the citizen comment portion of the meeting.

COMMENTS AND SUGGESTIONS FROM CITIZENS - None

APPROVAL OF MINUTES

Motion made by Council Member Thome, seconded by Council Member Bublitz, to approve the March 29, 2021 Common Council minutes. Motion carried without a negative vote with Council Member Lythjohan excused.

OATHS OF OFFICE

Deputy City Clerk Kletzien administered the oath of office to Mayor Michael O’Keefe.

Deputy City Clerk Kletzien administered the oath of office to Council Member Jack Arnett (2nd Aldermanic District), Rick Verhaalen (4th Aldermanic District), and Patricia Thome (6th Aldermanic District).

ELECTION OF COMMON COUNCIL PRESIDENT

Motion made by Council Member Bublitz, seconded by Council Member Burkart, to nominate Council Member Thome as Council President.

Mayor O’Keefe asked for any additional nominations.

The Common Council voted by ballot which resulted in six votes for Council Member Thome and Council Member Lythjohan excused. Council Member Thome was elected Common Council President.

ELECTION OF COMMON COUNCIL REPRESENTATIVE TO PLAN COMMISSION

Motion made by Council Member Bublitz, seconded by Council Member Burkart, to nominate Council Member Thome as Common Council Representative to Plan Commission.

Motion made by Council Member Verhaalen, seconded by Council Member Bublitz, to nominate Council Member Arnett as Council Representative to the Plan Commission.

After discussion Council Member Arnett expressed that he was not interested in serving as Council Representative to the Plan Commission. The motion and second was withdrawn by Council Member Verhaalen and Council Member Bublitz

Mayor O’Keefe asked for any additional nominations.

The Common Council voted by ballot which resulted in six votes for Council Member Thome and Council Member Lythjohan excused. Council Member Thome was elected Common Council Representative to the Plan Commission.

NEW BUSINESS

CONSIDER RESOLUTION NO. 2021-06 DESIGNATING AND AUTHORIZING SIGNATURES FOR THE CITY OF CEDARBURG CHECKING AND SAVINGS ACCOUNTS FOR THE ENSUING YEAR; AND ACTION THEREON

Motion made by Council Member Thome, seconded by Council Member Burkart, to adopt Resolution No. 2021-06 designating and authorizing signatures for the City of Cedarburg checking and savings accounts for the ensuing year. Motion carried without a negative vote with Council Member Lythjohan excused.

DESIGNATION OF CITY’S OFFICIAL NEWSPAPER FOR ENSUING YEAR; AND ACTION THEREON

Motion made by Council Member Burkart, seconded by Council Member Simpson, to designate the *News Graphic* as the City’s official newspaper for ensuing year. Motion carried without a negative vote with Council Member Lythjohan excused.

CONSIDER RESOLUTION NO. 2021-07 SUPPORT FOR SHARED REVENUE FUNDS; AND ACTION THEREON

City Administrator Hilvo explained that this Resolution was initiated by the League of Municipalities to let legislators know that a strong partnership in the form of increased shared revenue funding makes communities stronger and leads to a thriving state.

Motion made by Council Member Thome, seconded by Council Member Bublitz, to adopt Resolution No. 2021-07 for support for shared revenue funds. Motion carried without a negative vote with Council Member Lythjohan excused.

CONSIDER RESOLUTION NO. 2021-08 CREATING A JOINT CITY/TOWN FIRE COMMITTEE; AND ACTION THEREON

Mayor O'Keefe explained that this resolution is to create a Joint City/Town Fire Committee with the Town of Cedarburg to investigate the future of the fire services in our community. The current model has been in place for 154 years and is becoming unsustainable.

Motion made by Council Member Bublitz, seconded by Council Member Thome, to adopt Resolution No. 2021-08 creating a Joint City/Town Fire Committee. Motion carried without a negative vote with Council Member Lythjohan excused.

CONSIDER MAYORAL APPOINTMENTS TO THE JOINT CITY/TOWN FIRE COMMITTEE; AND ACTION THEREON

Motion made by Council Member Thome, seconded by Council Member Burkart, to approve Mayor O'Keefe's appointment of Daniel Den Boer and Scott Gonwa to the Joint City/Town Fire Committee.

The motion was amended by Council Member Thome, seconded by Council Member Burkart, to approve Council Member Simpson to the Joint City/Town Fire Committee. Motion carried without a negative vote with Council Member Lythjohan excused.

DISCUSS REQUEST FROM INTERFAITH CAREGIVERS OF OZAUKEE COUNTY TO UTILIZE PARKING SPACES AT WESTERN AVENUE PUBLIC PARKING LOT; AND ACTION THEREON

City Administrator Hilvo explained that Interfaith Caregivers is requesting the usage of two adjacent parking spaces located at N49 W6337 Western Rd. One space will be utilized for stationing of a wheelchair accessible transport van owned by Interfaith Ozaukee and the other parking space will be utilized for an Interfaith Ozaukee volunteer vehicle when volunteers are operating the transport van. The location of the parking spaces and approval of identifying signage will be at the discretion of the City of Cedarburg. Interfaith Caregivers is a charitable nonprofit organization that has been in Ozaukee County for 28 years and has a growing Cedarburg population solely consisting of elderly clients in need of transportation to the Hospital, clinic, pharmacy, and grocery shopping. If approved, this would allow them to better serve their Cedarburg clientele. The owner of Weil Pump approves and Cedarburg Senior Center Director Suppinger is not concerned about this service competing with the Senior van.

Motion made by Council Member Thome, seconded by Council Member Bublitz, to approve the request from Interfaith Caregivers of Ozaukee County to utilize parking spaces at the Western Avenue public parking lot.

The motion was amended by Council Member Thome, seconded by Council Member Bublitz, to add for the period of lease or one year. Motion carried without a negative vote with Council Member Lythjohan excused.

CONSIDER LEGAL AGREEMENT WITH ATTORNEY MICHAEL HERBRAND; AND ACTION THEREON

Attorney Herbrand explained that his current legal service agreement expires April 30, 2021. A new three-year term would be in effect from May 1, 2021 through April 30, 2024. For continuity, the existing and proposed agreements are identical with the exception of the hourly rates. The new hourly rate increases reflect an annual increase of approximately 2.5% over the prior agreement. Attendance at Common Council meetings will remain capped at \$330.

Motion made by Council Member Bublitz, seconded by Council Member Simpson, to approve the legal agreement with Attorney Michael Herbrand. Motion carried without a negative vote with Council Member Lythjohan excused.

CONSIDER LICENSE/PERMIT APPLICATIONS; AND ACTION THEREON

Motion made by Council Member Verhaalen, seconded by Council Member Bublitz, to approve new and renewal Operator License applications for the period ending June 30, 2021 for Abigail Figueroa and Lois Bray. Motion carried without a negative vote with Council Member Lythjohan excused.

Motion made by Council Member Thome, seconded by Council Member Verhaalen, to approve a 6-month Class "B" Beer license to Cedars III – Concession Stand, N52 W5925 Portland Road, from May 1, 2021 to October 31, 2021. Motion carried without a negative vote with Council Member Lythjohan excused.

CONSIDER PAYMENT OF BILLS DATED 03/26/2021 THROUGH 04/07/2021, TRANSFERS FOR THE PERIOD 03/25/2021 THROUGH 04/07/2021 AND PAYROLL FOR PERIOD 03/21/2021 THROUGH 04/03/2021; AND ACTION THEREON

Motion made by Council Member Burkart, seconded by Council Member Thome, to approve payment of bills dated 03/26/2021 through 04/07/2021, transfers for the period 03/25/2021 through 04/07/2021 and payroll for the period 03/21/2021 through 04/03/2021. Motion carried without a negative vote with Council Member Lythjohan excused.

ADMINISTRATOR'S REPORT

City Administrator Hilvo stated that Joey Hintz has been hired as the new Deputy Fire Chief as of April 4. He has been with the Fire Department since high school and is a tremendous asset to the Department.

City Administrator Hilvo stated the Mayor will be recognizing the Treasurer's Office and the Clerk's Office with proclamations and thanked them for their service. He also recognized the Cedarburg Dispatchers and thanked them for their service, as this is National Public Safety Telecommunications Week.

COMMENTS AND SUGGESTIONS FROM CITIZENS - None

COMMENTS AND ANNOUNCEMENTS BY COUNCIL MEMBERS

Council Member Arnett complimented City Clerk Sette on a well-run election. Council Member Bublitz expressed her utmost faith in the Clerk's Office that every vote is counted accurately, and the election is run fairly. Mayor O'Keefe explained that an election requires a tremendous amount of documentation throughout the election process and he encouraged citizens to serve as poll workers.

MAYOR REPORT

Mayor O'Keefe issued Proclamations for the Municipal Treasurers Week – April 18-24, 2021 and the Municipal Clerks Week – May 2-8, 2021. He also recognized the Dispatchers for National Public Safety Telecommunications Week. He thanked the Departments for their dedicated service.

ADJOURNMENT – CLOSED SESSION

Motion made by Council Member Thome, seconded by Council Member Arnett, to adjourn to closed session at 7:39 p.m. pursuant to State Statute 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session, more specifically, discussion on Hwy 60 Business Park Land Offer. Approval of March 29, 2021 closed session minutes. Motion carried on a roll call vote with Council Members Bublitz, Arnett, Burkart, Verhaalen, Simpson, and Thome in favor and Council Member Lythjohan excused.

RECONVENE TO OPEN SESSION

Motion made by Council Member Arnett, seconded by Council Member Simpson, to reconvene to open session at 8:07 p.m. Motion carried on a roll call vote with Council Members Bublitz, Arnett, Burkart, Verhaalen, Simpson, and Thome voting aye with Council Member Lythjohan excused.

ADJOURNMENT

Motion made by Council Member Arnett, seconded by Council Member Verhaalen, to adjourn the meeting at 8:08 p.m. Motion carried without a negative vote with Council Member Lythjohan excused.

Amy D. Kletzien, MMC/WCPC
Deputy City Clerk