

**CITY OF CEDARBURG  
COMMUNITY DEVELOPMENT AUTHORITY  
JUNE 5, 2023**

**CDA20230605-1  
UNAPPROVED**

A meeting of the Community Development Authority of the City of Cedarburg, Wisconsin, was held on Monday, June 5, 2023, online utilizing the Zoom app.

Mayor O’Keefe called the meeting to order at 10:05 a.m.

Roll Call:           Present:   Mayor Mike O’Keefe, James Roemer\*, Eric Stelter, Mark O’Neill\*,  
Dale Lythjohan, Council Member James Fitzpatrick

Excused: Eric Arvold

Also Present: City Administrator Mikko Hilvo, Attorney Michael Herbrand, City  
Clerk Tracie Sette

**STATEMENT OF PUBLIC NOTICE**

At Mayor O’Keefe’s request, City Clerk Tracie Sette verified that notice of this meeting was posted and distributed in compliance with the Wisconsin Open Meetings Law.

**COMMENTS AND SUGGESTIONS FROM CITIZENS** – None

**APPROVAL OF MINUTES**

A motion was made by Eric Stelter, seconded by Dale Lythjohan, to approve the May 4, 2023 Community Development Authority minutes. Motion carried without a negative vote with Eric Arvold excused.

**ANNUAL REVIEW AND POSSIBLE ACTION ON CERTIFICATION OF CODE OF ETHICS**

The Community Development Authority confirmed review and certification of the Code of Ethics.

**DISCUSSION AND POSSIBLE ACTION ON SELECTION OF CHAIRPERSON AND VICE CHAIRPERSON**

A motion was made by Eric Stelter, seconded by Dale Lythjohan, to nominate Mayor O’Keefe as Chairperson. Mayor O’Keefe accepted the nomination. Motion carried without a negative vote with Eric Arvold excused.

A motion was made by Eric Stelter, seconded by Mayor O’Keefe, to nominate himself as the Vice Chairperson. Motion carried without a negative vote with Eric Arvold excused.

**ADJOURNMENT - CLOSED SESSION**

A motion was made by Eric Stelter, seconded by James Roemer, to adjourn to closed session at 10:12 a.m., pursuant to State Statute 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. Specifically discussed was an amendment to the Developer's Agreement for Amcast and a purchase agreement for Lot #4 in the Hwy 60 Business Park. Motion carried on a roll call vote with Mayor O'Keefe, Eric Stelter, James Roemer, Council Member James Fitzpatrick, and Dale Lythjohan voting in favor, and Eric Arvold excused.

**RECONVENE TO OPEN SESSION**

Open Session reconvened at 11:22 a.m.

James Roemer and Mark O'Neill exited the meeting after the closed session.\*

**DISCUSSION AND POSSIBLE RECOMMENDATION ON AMENDMENT TO DEVELOPERS AGREEMENT FOR AMCAST**

No action was taken by the Authority on this item.

**DISCUSSION AND POSSIBLE RECOMMENDATION TO HIRE A THIRD-PARTY ENVIRONMENTAL CONSULTANT FOR THE AMCAST PROJECT**

A motion was made by Eric Stelter, seconded by Mayor O'Keefe, to recommend to the Common Council to contract with KW Environmental Consulting for the Amcast Project. Motion carried without a negative vote with Eric Arvold, Mark O'Neill, and James Roemer excused.

**DISCUSSION AND POSSIBLE RECOMMENDATION ON FINAL PURCHASE AGREEMENT FOR LOT #4 IN THE HWY 60 BUSINESS PARK**

A motion was made by Mayor O'Keefe, seconded by Eric Stelter, to recommend the Common Council approve the final purchase agreement for Lot #4 as presented in Closed Session subject to any recommended edits by the City Attorney. Motion carried without a negative vote with Eric Arvold, Mark O'Neill, and James Roemer excused.

**ADJOURNMENT**

A motion made by Mayor O'Keefe, seconded by Dale Lythjohan, to adjourn the meeting at 11:30 a.m. Motion carried without a negative vote with Eric Arvold, Mark O'Neill and James Roemer excused.

Tracie Sette,  
City Clerk