



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA  
TUESDAY, JANUARY 3, 2012  
7:00 P.M.  
COUNCIL CHAMBERS, CITY HALL – 421 MICHIGAN STREET  
THAD G. BIRMINGHAM, MAYOR**

1. **Call to order.**
2. **Pledge of Allegiance.**
3. **Roll call.**
4. **Adoption of agenda.**
5. **Consideration of the following bills: General Fund – \$141,405.42, Capital Fund - \$29,818.29, TID #2 - \$579.00 and Solid Waste Enterprise - \$623.78 for a grand total of \$172,426.49. [roll call]**
6. **CONSENT AGENDA**
  - \* **All items listed with an asterisk (\*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests before the Adoption of the Agenda, in which event the item will be removed from the Consent Agenda and considered immediately following the consent agenda.**
    - \* a. **Approval of 12/20/11 special and 12/20/11 regular Common Council minutes.**
    - \* b. **Approval of the following minutes:**
      - (1) **Zoning Board of Appeals – 12/12/11**
      - (2) **Finance/Purchasing & Building Committee – 12/13/11**
      - (3) **Committee of the Whole – 12/20/11**
    - \* c. **Consideration of: Beverage Operator Licenses.**
7. **Mayoral appointments.**
8. **Ordinance re: Amend Sections 8.06(2)(g)6., 9.02(4)(c), 9.04, 9.06(4), 9.06(8), 9.06(12), 9.065(3), 9.065(5), 10.09(1)(e), 17.05(5) of the Municipal Code – Fees. [Vote to suspend rules (3/4 vote = 6 votes) to allow for first and second reading, followed by vote on passage of ordinance.]**
9. **Public hearing re: Vacating portion of North 8<sup>th</sup> Avenue right-of-way.**
10. **Resolution re: To vacate portion of North 8<sup>th</sup> Avenue right-of-way.**
11. **Resolution re: Authorizing the Direct Charge of Public Fire Protection.**
12. **Consideration of: Spring Primary.**
13. **Consideration of: 2012 Capital Improvement Projects.**
14. **Consideration of: Traffic Patterns on 4<sup>th</sup> Avenue, Louisiana Street, and Kentucky Street.**

15. Finance/Purchasing & Building recommendation re: Eliminate permits for residential reroofing, residing, and direct window replacement.

16. Public comment.

17. Mayor's comments.

18. Convene in closed session in accordance with the following exemption:

Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Wis. Stats. 19.85(1)(g)

Consideration of: Legal advice and Litigation resolution.

Move to reconvene in open session to take formal action upon preceding subject of closed session, if appropriate; or to conduct discussion or give further consideration where the subject is not appropriate for closed session consideration. The Council may adjourn in closed session.

19. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date: 12/30/11

Time: 12:00pm

By: Dijul

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 01/03/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
LIABILITIES				
R0000691	ELLIOT GOETTELMAN	PHN SIGN REFUND	01-000-000-23168	50.00
R0000750	GREEN COURTE	11/11 MHT OVER PAYMENT	01-000-000-41300	31.95
R0000954	Q-MART	PHN SIGN REF	01-000-000-23168	50.00
TOTAL LIABILITIES				131.95
TOTAL GENERAL FUND				131.95
CITY COUNCIL				
12300	LEAGUE OF WI MUNICIPALITIES	2012 ANNUAL DUES	01-105-000-56000	2,821.51
TOTAL				2,821.51
TOTAL CITY COUNCIL				2,821.51
LAW/LEGAL				
16555	FINKERT LAW FIRM, LLP	GENERAL MATTERS	01-110-000-55010	2,152.00
16555		LEGAL BCI SHER SALE	01-110-000-55010	871.53
TOTAL				3,023.53
TOTAL LAW/LEGAL				3,023.53
CITY CLERK-TREASURER				
07755	GOVERNMENT FINANCE OFFICERS	2012 ANNUAL MEMBERSHIP	01-115-000-56000	170.00
14878	NWTC	GRAMMER CLASS FLINN	01-115-000-55600	120.00
17700	QUILL CORPORATION	2012 LABELS, PLANNERS, CALS	01-115-000-51950	60.78
TOTAL				350.78
TOTAL CITY CLERK-TREASURER				350.78
COMPUTER				
17700	QUILL CORPORATION	INK & TONER CARTS	01-125-000-54999	143.08
17700		FOLDERS	01-125-000-52800	41.39
17700		END TAB FOLDERS	01-125-000-52800	158.68
HARRIS	HARRIS COMPUTER SYSTEMS	HARDWARE MAINT	01-125-000-55500	493.22
HARRIS		SOFTWARE MAINT	01-125-000-55550	7,028.73
SHI	SHI INTERNATIONAL CORP	5 WINDOW & 7 LICENSES	01-125-000-55550	606.60
SHI		13 OFFICE 2010 LICENSES	01-125-000-55550	4,287.92
TOTAL				12,759.62
TOTAL COMPUTER				12,759.62
BUILDING/ZONING CODE ENFORCMENT				

INVOICES DUE ON/BEFORE 01/03/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
09223	INDEPENDENT INSPECTIONS, LTD	11/11 PERMITS	01-140-000-55010	1,545.27
		TOTAL		1,545.27
		TOTAL BUILDING/ZONING CODE ENFORCMT		1,545.27
MUNICIPAL SERVICES ADMIN.				
14875	NWTC GREEN BAY	ONLINE TRNG SPETZ	01-145-000-55600	370.30
		TOTAL		370.30
		TOTAL MUNICIPAL SERVICES ADMIN.		370.30
CITY HALL				
22800	WALMART COMMUNITY	CHRISTMAS LIGHT BULBS	01-160-000-51750	4.90
23730	WPS	421 MICHIGAN ST	01-160-000-56600	2,160.91
WARNER	WARNER-WEXEL WHOLESALE &	PAID SHORT	01-160-000-52700	0.30
		TOTAL		2,166.11
		TOTAL CITY HALL		2,166.11
INSURANCE				
BH	BURKART HEISDORF INSURANCE	01/12 GENERAL LIABILITY	01-165-000-56400	2,842.00
BH		01/12 POLICE LIABILITY	01-165-000-57150	1,072.00
BH		01/12 PUBLIC OFFICIALS	01-165-000-57400	1,079.00
BH		01/12 AUTO LIABILITY	01-165-000-55200	1,563.00
BH		01/12 AUTO PHYSICAL DAMAGE	01-165-000-55200	1,095.00
BH		01/12 WORKERS COMP	01-165-000-58750	14,993.00
BH		01/12 CRIME	01-165-000-55450	945.00
BH		01/12 BOILER	01-165-000-55250	2,050.00
BH		01/12 PROPERTY	01-165-000-57350	22,818.00
		TOTAL		48,457.00
		TOTAL INSURANCE		48,457.00
GENERAL EXPENDITURES				
03101	CDW GOVERNMENT, INC.	PHONE HEADSET ASSESSING	01-199-000-58200	237.60
16555	PINKERT LAW FIRM, LLP	A/R DEER RUN	01-199-000-51525	120.00
PITNEY	PITNEY BOWES GLOBAL	REPAIR POSTAGE MACHINE	01-199-000-57250	116.48
STAPLES	WISCONSIN DOCUMENT IMAGING LLC	6 TONERS	01-199-000-55650	1,088.50
WI	WISCONSIN DEPT OF REVENUE	BUSINESS TAX REGIS RENEWAL	01-199-000-58900	10.00
		TOTAL		1,572.58
		TOTAL GENERAL EXPENDITURES		1,572.58

INVOICES DUE ON/BEFORE 01/03/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
POLICE DEPARTMENT				
04696	DOOR COUNTY TREASURER	TECH SUPPORT	01-200-000-58999	7,273.09
14850	NORTHEAST PHOTOCOPY CO INC	1ST QTR COPY MACH MAINT	01-200-000-55650	620.28
16735	ARLEIGH PORTER	REIMB SHIPPING COSTS	01-200-000-55500	80.04
17700	QUILL CORPORATION	OFFICE SUPPLIES	01-200-000-51950	97.24
17700		COPY PAPER	01-200-000-51950	30.00
19324	STEVEN SOUTH	REIMB SOFTWARE BLOCK OUT FACES	01-200-000-55500	98.74
20081	TARGET BANK	2 SONY USB'S	01-200-000-51950	85.48
22800	WALMART COMMUNITY	CLIPBOARDS & FLASHLIGHTS	01-200-000-54999	45.64
22800		CDR'S, CD'S, DVD'S	01-200-000-54999	111.02
22800		ENVELOPES	01-200-000-54999	6.94
22800		BINDERS	01-200-000-54999	3.76
DIVE	DIVE RIGHT IN SCUBA, INC	ZIPPER CLEANER	01-200-000-54999	35.82
R0000853	WAUKESHA COUNTY SHERIFFS OFFIC	ASP CONF HENRY	01-200-000-55600	150.00
TOTAL				8,638.05
TOTAL POLICE DEPARTMENT				8,638.05
POLICE DEPARTMENT/PATROL				
03075	CARQUEST OF DOOR COUNTY	OIL	01-215-000-58600	66.34
03075		CREDIT	01-215-000-58600	-10.00
03133	CELLCOM WISCONSIN RSA 10	CELL SERVICE	01-215-000-52850	517.73
04696	DOOR COUNTY TREASURER	11/11 FUEL	01-215-000-51650	4,697.12
14878	NWTC	GRAMMER CLASS SPUDE-OLSON	01-215-000-55600	120.00
19580	STREICHERS PROF POLICE EQUIP	GAS MASK	01-215-000-51050	44.98
23828	WITT PENINSULA FORD LINCOLN	REPL BATTERY	01-215-000-58600	159.95
23828		SWAP TIRES	01-215-000-58600	12.95
23828		SWAP BRUSH GUARD, INST TIRES	01-215-000-58600	212.95
23828		LOF, INST TIRES, REPL BRAKES	01-215-000-58600	147.89
23828		TOW, NEW STARTER	01-215-000-58600	315.03
23828		LOF, TRANS FLUSH	01-215-000-58600	116.62
23828		NEW BATTERY	01-215-000-58600	104.95
GMAN	GMAN EMBLEM	200 POLICE PATCHES	01-215-000-52900	374.00
HENRY	CLINT HENRY	REING WEAPON PURCHASE	01-215-000-51050	75.00
R0000853	WAUKESHA COUNTY SHERIFFS OFFIC	ASP CONF MIELKE & MEISNER	01-215-000-55600	300.00
R0000955	MAIL ROOM ETC	PICK UP ITEMS	01-215-000-54999	30.00
SPUDE	SARAH SPUDE-OLSON	REIMB MILEAGE & MEAL TRAINING	01-215-000-55600	70.73
TACT	TACTICAL MEDICAL SOLUTIONS INC	TACTICAL TOURNIQUET W/CASE	01-215-000-51050	495.00
TACT		BALLISTIC RESPONSE PACK	01-215-000-51050	226.00
TACT		SHIPPING	01-215-000-51050	12.00
TOTAL				8,089.24
TOTAL POLICE DEPARTMENT/PATROL				8,089.24
POLICE DEPT. / INVESTIGATIONS				
IDENTIX	IDENTIX INC	2012 MAINT ELE FINGERPRINT CMP	01-225-000-58999	1,315.00
R0000670	TAHNA EVERS	TRANSLATE FOR SEXUAL ASLT CASE	01-225-000-58999	150.00
SPILLMAN	SPILLMAN TECHNOLOGIES, INC.	MAINTENANCE	01-225-000-58999	2,510.00
TOTAL				3,975.00
TOTAL POLICE DEPT. / INVESTIGATIONS				3,975.00

INVOICES DUE ON/BEFORE 01/03/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
FIRE DEPARTMENT				
01766	AURORA MEDICAL GROUP	DRUG SCREEN	01-250-000-57100	55.00
01766		ANNUAL RESP EVALS	01-250-000-57100	405.00
03075	CARQUEST OF DOOR COUNTY	AIR FITTING	01-250-000-53000	27.10
03075		AIR FITTINGS	01-250-000-53000	7.73
03075		ELECTRICAL TAPE	01-250-000-53000	7.41
04150	DE JARDIN CLEANERS LLC	REPAIR TURNOUT GEAR	01-250-000-54999	5.50
04520	DOOR AND KEWAUNEE COUNTY	2012 DUES	01-250-000-56000	25.00
04545	DOOR COUNTY COOPERATIVE	COMPRESSOR FILTER	01-250-000-52350	81.49
13150	MASTERCRAFT WELDING SYSTEM	FLAT BAR	01-250-000-54999	7.00
13320	JEFFERSON FIRE & SAFETY, INC	AIR COMP FILTER & OIL	01-250-000-51350	239.39
13842	MOTOROLA	REPAIR 2 PAGERS	01-250-000-57550	173.00
16352	PENFLEX, INC	PART-TIME LOSA ADMIN FEES	01-250-000-50377	1,144.00
19880	STURGEON BAY UTILITIES	SALT SHED	01-250-000-56675	2.70
19880		CITY GARAGE	01-250-000-56675	21.30
19880		N 7TH PL GARLAND PARK	01-250-000-56675	2.70
19880		DUCK POND	01-250-000-56675	2.70
19880		SUNSET CNTR/NEW CONC	01-250-000-56675	21.30
19880		FRANK GRASSE MEM SHELTER	01-250-000-56675	6.70
19880		OTUMBA PARK	01-250-000-56675	2.70
19880		WEST SIDE WARMING HOUSE	01-250-000-56675	2.70
19880		WEST SIDE FIRE STATION	01-250-000-56150	171.11
19880		WEST SIDE FIRE STATION	01-250-000-56675	21.30
19880		WEST SIDE FIRE STATION	01-250-000-58650	79.18
19880		38 S NEENAH AVE PAVILLION	01-250-000-56675	2.70
19880		JC FLD STAND	01-250-000-56675	9.90
19880		MICH ST JC BALLFIELD SPRNK	01-250-000-56675	21.30
19880		WEST SIDE BALL FIELD	01-250-000-56675	2.70
19880		FIRE PROTECTION	01-250-000-56675	17,441.50
19880		N 14TH AVE WARNING SIREN	01-250-000-56150	8.35
19880		COVE RD/CANAL RD SIREN	01-250-000-56150	14.56
19880		1028 N 14TH AVE	01-250-000-56675	2.70
19880		1423 EGG HARBOR RD	01-250-000-56675	2.70
19880		SUNSET PK STAR PLANT	01-250-000-56675	21.30
19880		CHERRY BLOSSOM PARK	01-250-000-56675	6.70
19880		CLAY BANSK SIREN	01-250-000-56150	15.02
19959	SUPERIOR CHEMICAL CORP	TRUCK SOAP	01-250-000-51350	93.15
19959		TB DISENFECTANT SPRAY	01-250-000-51350	113.00
19959		FREIGHT	01-250-000-51350	20.42
21472	UBS FINANCIAL SERVICES INC.	15 PART-TIME FIREFIGHTER LOSA	01-250-000-50377	3,750.00
23730	WPS	WEST SIDE FIRE STATION	01-250-000-56600	274.70
BATTERY	BATTERY TECH, INC	PORTABLE BATTERIES	01-250-000-57550	649.42
BATTERY		RADIO BATTERIES	01-250-000-57550	196.52
BORDEAU	JOSH BORDEAU	REIMB UNIFORM SHIRTS	01-250-000-52900	28.00
PAULCONW	PAUL CONWAY SHIELDS	DOELL BOOTS	01-250-000-51350	125.00
PAULCONW		DOELL BOOTS	01-250-000-52900	190.50
SMITH	MARK SMITH	UNIFORM SHIRTS	01-250-000-52900	33.00
TOTAL				25,535.15
TOTAL FIRE DEPARTMENT				25,535.15

STORM SEWERS

10750	PREMIER CONCRETE INC	5 GALLONS KURE & SEAL	01-300-000-51150	49.00
12100	LAMPERT YARDS INC	SPF	01-300-000-51150	8.68

INVOICES DUE ON/BEFORE 01/03/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
13150	MASTERCRAFT WELDING SYSTEM	FLAT BAR	01-300-000-51150	15.00
19297	SHORE TO SHORE RENTAL, INC	20# LP TANK	01-300-000-51150	18.80
19860	STURGEON BAY SAND & GRAVEL	PEA GRAVEL	01-300-000-51150	157.72
19860		MASON SAND	01-300-000-51150	136.45
VIK	VIKING ELECTRIC SUPPLY	ELE SUPPLIES STORAGE GARAGE	01-300-000-51150	99.92
VIK		ELE SUPPLIES STORAGE GARAGE	01-300-000-51150	196.87
VIK		ELE SUPPLIES STORAGE GARAGE	01-300-000-51150	200.54
VIK		ELE SUPPLIES STORAGE GARAGE	01-300-000-51150	16.62
TOTAL				899.60
TOTAL STORM SEWERS				899.60
STREET SWEEPING				
19880	STURGEON BAY UTILITIES	WATER FOR SWEEPER	01-330-000-53050	8.97
TOTAL				8.97
TOTAL STREET SWEEPING				8.97
ROADWAYS/STREETS				
14825	NORTHEAST ASPHALT INC	40.93 TONS COLD MIX ASPHALT	01-400-000-52200	2,742.31
TOTAL				2,742.31
TOTAL ROADWAYS/STREETS				2,742.31
SNOW REMOVAL				
13825	MORTON SALT	69.15 TONS SALT	01-410-000-52400	3,942.93
TOTAL				3,942.93
TOTAL SNOW REMOVAL				3,942.93
STREET SIGNS AND MARKINGS				
12100	LAMPERT YARDS INC	TREATED WOOD	01-420-000-52550	31.12
13360	MENARDS-GREEN BAY EAST	12 SHEETS CDX	01-420-000-52550	191.88
TOTAL				223.00
TOTAL STREET SIGNS AND MARKINGS				223.00
STREET MACHINERY				
03075	CARQUEST OF DOOR COUNTY	FUEL FILTER	01-450-000-52150	10.91
03075		MICRO V-BELT	01-450-000-52150	37.99
03075		RAIN-X	01-450-000-52150	3.03

INVOICES DUE ON/BEFORE 01/03/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
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GENERAL FUND				
06012	FASTENAL COMPANY	PRIMER	01-450-000-52150	64.92
06012		SUPPLIES	01-450-000-52150	162.28
		TOTAL		279.13
		TOTAL STREET MACHINERY		279.13
CITY GARAGE				
00916	ACCESS INC.	CASE HEATING SYSTEM FILTERS	01-460-000-54999	471.00
04575	DOOR COUNTY HARDWARE	ELECTRICAL SUPPLIES	01-460-000-54999	111.00
04966	EAGLE MECHANICAL INC	REPAIR MS HEAT SYSTEM	01-460-000-56250	1,000.00
04966		REPAIR MS HEAT SYSTEM	01-460-000-54999	485.12
06012	FASTENAL COMPANY	GLOVES & JACKET	01-460-000-52350	50.45
18950	SAFETY-KLEEN CORP	SERVICE PARTS WASHER	01-460-000-56250	204.10
19310	GALETON GLOVES INC	GLOVES	01-460-000-52350	56.60
19310		SHIPPING	01-460-000-52350	12.54
19880	STURGEON BAY UTILITIES	SALT SHED	01-460-000-56150	8.24
19880		CITY GARAGE	01-460-000-56150	819.27
19880		CITY GARAGE	01-460-000-56650	47.23
22800	WALMART COMMUNITY	2 SIGNS	01-460-000-54999	9.16
23730	WPS	835 N 14TH AVE	01-460-000-56600	1,607.26
VIK	VIKING ELECTRIC SUPPLY	GARAGE LIGHT BULB	01-460-000-54999	17.43
VIK		3 SHOP LIGHT BULBS	01-460-000-54999	52.29
		TOTAL		4,951.69
		TOTAL CITY GARAGE		4,951.69
HIGHWAYS - GENERAL				
07887	WALTER HANISKO	REIMB WORK BOOTS	01-499-000-56800	100.00
13321	LARRY JENNERJOHN	REIMB WORK BOOTS	01-499-000-56800	100.00
19880	STURGEON BAY UTILITIES	TRFC WARNING LOGHT ELM & CTY C	01-499-000-58000	2.75
HESLER	DARREN HESLER	REIMB WORK BOOTS	01-499-000-56800	47.33
WIEGAND	STEVE WIEGAND	REIMB WORK BOOTS	01-499-000-56800	84.38
		TOTAL		334.46
		TOTAL HIGHWAYS - GENERAL		334.46
PARK & RECREATION ADMIN				
03767	STAPLES ADVANTAGE	COPY PAPER, LABELS, LEGAL PADS	01-500-000-51950	207.55
19865	STURGEON BAY SCHOOL DISTRICT	2 BUSES FOR SR CITIZEN TRIP	01-500-000-52250	430.90
		TOTAL		638.45
		TOTAL PARK & RECREATION ADMIN		638.45
PARKS AND PLAYGROUNDS				

INVOICES DUE ON/BEFORE 01/03/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
03075	CARQUEST OF DOOR COUNTY	INTERIOR HEATER	01-510-000-51550	256.58
03075		STARTER SWITCH	01-510-000-51550	8.62
03075		2 FUSES	01-510-000-51550	6.96
04198	DENNIS BAHCALL RUBBER CO. INC	300' ICE RINK HOSE	01-510-000-51750	499.95
04198		SHIPPING	01-510-000-51750	19.46
12100	LAMPERT YARDS INC	2 POWER BITS & SCREWS	01-510-000-51750	22.97
13049	MAY'S SPORT CENTER	REPAIR TORO MOWER	01-510-000-51750	155.55
13075	SHAWN MADDEN	REIMB SAFETY GLASSES	01-510-000-56800	100.00
19880	STURGEON BAY UTILITIES	MARTIN PARK	01-510-000-56150	8.68
19880		N 7TH PL GARLAND PARK	01-510-000-56150	8.00
19880		SUNSET CNTR/NEW CONC	01-510-000-56150	81.24
19880		SUNSET CNTR/NEW CONC	01-510-000-58650	47.23
19880		FRANK GRASSE MEM SHELTER	01-510-000-56150	43.24
19880		OTUMBA PARK	01-510-000-56150	11.40
19880		WEST SIDE WARMING HOUSE	01-510-000-56150	11.63
19880		JC FLD STAND	01-510-000-56150	8.24
19880		FLAG LIGHT 5TH & MICHIGAN	01-510-000-56150	37.75
19880		WEST SIDE BALL FIELD	01-510-000-56150	8.24
19880		MEM FLD BASEBALL PB	01-510-000-56150	8.24
19880		OTUMBA PARK	01-510-000-56150	249.46
19880		OTUMBA PARK STREET LIGHTS	01-510-000-56150	151.04
19880		FLORIDA ST/SUNSET PARK	01-510-000-56150	15.80
19880		N 14TH AVE DOG POUND	01-510-000-56150	20.20
19880		CHERRY BLOSSOM PARK	01-510-000-56150	8.35
22800	WALMART COMMUNITY	WORK LIGHT	01-510-000-52700	19.97
23730	WPS	MEMORIAL FIELD	01-510-000-56600	253.22
PROPET	PROPET DISTRIBUTORS, INC	2 CASES DOG WASTE BAGS	01-510-000-51750	432.00
PROPET		SHIPPING	01-510-000-51750	56.35
TOTAL				2,550.37
TOTAL PARKS AND PLAYGROUNDS				2,550.37
MUNICIPAL DOCKS				
16725	PORT A PIER	2011 DOCK REMOVAL	01-550-000-55900	485.00
16725		FUEL SURCHARGE	01-550-000-55900	5.00
19880	STURGEON BAY UTILITIES	36 S NEENAH PARKING LOT LIGHTS	01-550-000-56150	263.21
19880		38 S NEENAH AVE PAVILLION	01-550-000-56150	26.99
19880		38 S NEENAH AVE RESTROOMS	01-550-000-56150	103.91
19880		38 S NEENAH AVE RESTROOMS	01-550-000-58650	38.87
23730	WPS	36 S NEENAH AVE RESTROOMS	01-550-000-56600	11.57
TOTAL				934.55
TOTAL MUNICIPAL DOCKS				934.55
WATERFRONT PARKS & WALKWAYS				
19880	STURGEON BAY UTILITIES	DCMM WALKWAY LIGHTS	01-570-000-56150	45.31
19880		DCMM PARKING LOT LIGHTS	01-570-000-56150	255.92
TOTAL				301.23
TOTAL WATERFRONT PARKS & WALKWAYS				301.23

INVOICES DUE ON/BEFORE 01/03/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
COMMUNITY & ECONOMIC DEVLPMT				
14878	NWTC	GRAMMER CLASS NAULT	01-900-000-55600	110.00
17700	QUILL CORPORATION	INK CARTS, POST ITS, CORR TAPE	01-900-000-51950	124.90
17700		COPY PAPER & STAPLER	01-900-000-51950	136.89
17700		COPY PAPER	01-900-000-52800	32.00
TOTAL				403.79
TOTAL COMMUNITY & ECONOMIC DEVLPMT				403.79
TOTAL GENERAL FUND				137,646.57
CAPITAL FUND				
REVENUE				
18500	R N O W INC	TRADE IN	10-000-000-48100	-6,250.00
TOTAL REVENUE				-6,250.00
TOTAL				-6,250.00
COMPUTER				
02005	BAY ELECTRONICS, INC.	MS PANIC ALARM INST & CONFIG	10-125-000-59040	550.00
03101	CDW GOVERNMENT, INC.	RECORDING LAPTOP	10-125-000-59040	535.00
TOTAL				1,085.00
TOTAL COMPUTER				1,085.00
PATROL				
03133	CELLCOM WISCONSIN RSA 10	CELL SERVICE	10-215-000-59000	342.63
03133		CELL SERVICE	10-215-000-59000	1,128.16
11545	MAPLE STREET SIGN CO.	GRAPHICS IN SQUAD #10	10-215-000-59035	442.50
TOTAL				1,913.29
TOTAL PATROL				1,913.29
SOLID WASTE MGMT/SPRING/FALL				
18500	R N O W INC	LEEF VAC	10-311-000-59065	33,070.00
TOTAL				33,070.00
TOTAL SOLID WASTE MGMT/SPRING/FALL				33,070.00
TOTAL CAPITAL FUND				29,818.29

INVOICES DUE ON/BEFORE 01/03/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
TID #2 DISTRICT				
TID #2 AMENDED AREA / PBI				
TID #2 AMENDED AREA / PBI				
16555	PINKERT LAW FIRM, LLP	T2 LEGAL SPLL C SUIT	25-320-200-55010	216.00
TOTAL TID #2 AMENDED AREA / PBI				216.00
T2 ROAD PROJECTS				
01764	ASSOCIATED WEALTH MANAGEMENT	PAYING AGENT FEES T2 \$3.22 BND	25-320-932-70002	363.00
TOTAL T2 ROAD PROJECTS				363.00
TOTAL TID DISTRICT #2				579.00
TOTAL TID #2 DISTRICT				579.00
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
03075	CARQUEST OF DOOR COUNTY	TURN LAMP, GROMMET, 3 WAY PLUG	60-000-000-53000	12.65
03075		TURN LAMP, 3 WAY PLUG, GROMMET	60-000-000-53000	37.95
03075		OIL & FUEL FILTERS	60-000-000-53000	21.02
03085	CATCO PARTS & SERVICE	BRAKE DRUMS	60-000-000-53000	388.24
03085		BRAKE PARTS	60-000-000-53000	545.60
03085		HARDWARE KIT	60-000-000-53000	15.24
03085		RETURN BRAKE PARTS	60-000-000-53000	-296.92
03085		CORE RETURN	60-000-000-53000	-100.00
TOTAL SOLID WASTE ENTERPRISE FUND				623.78
TOTAL SOLID WASTE ENTERPRISE FUND				623.78
TOTAL SOLID WASTE ENTERPRISE				623.78
TOTAL ALL FUNDS				168,667.64

**MANUAL CHECKS**

Minnesota Life Insurance \$ 1,750.63  
12/13/11  
Check #69465  
Life insurance  
01-600-000-50552

Cardmember Services \$ 143.22  
12/20/11  
Check #69477  
Hose reel  
01-250-000-52350  
Rapid run flying lead  
01-125000-55500

Board of Commissioners of Public Lands \$ 1,865.00  
12/27/11  
Pre-Pmt garage doors  
01-0000-963-70000 - \$1804.45  
01-000-963-70001 - \$60.55

**TOTAL MANUAL CHECKS \$ 3,758.85**



Special Common Council  
December 20, 2011

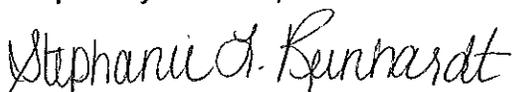
A special meeting of the Common Council was called to order at 6:31 p.m. by Mayor Birmingham. Pledge of Allegiance was recited. Roll call: Wiegand, Vandertie, Lodi, Abeyta, Stutting, Fett, and Schlicht were present.

Fett/Schlicht to adopt agenda. Carried.

A public hearing regarding traffic patterns on 4<sup>th</sup> Avenue, Kentucky Street, and Louisiana Street was opened at 6:33 p.m. and declared closed at 6:57 p.m.

Stutting/Fett to adjourn. Carried. The meeting adjourned at 6:58 p.m.

Respectfully submitted,



Stephanie L. Reinhardt  
City Clerk

COMMON COUNCIL  
December 20, 2011

A meeting of the Common Council was called to order at 8:03 p.m. by Mayor Birmingham. The Pledge of Allegiance was recited. Roll call: Ald. Wiegand, Vandertie, Lodi, Abeyta, Stutting, Felt and Schlicht were present.

Fett/Schlicht to adopt the agenda. Carried.

Abeyta/Schlicht to approve bills: General Fund – \$83,748.63, Capital Fund - \$18,550.62, Cable TV - \$212.85, and Solid Waste Enterprise - \$17,052.94 for grand total of \$119,565.04. Roll call: All voted aye. Carried.

Abeyta/Lodi to approve the consent agenda:

- a. Approval of 11/29/11 special and 12/6/11 regular Common Council minutes.
- b. Approval of the following minutes:
  - (1) Personnel Committee – 12/7/11
  - (2) Community Protection & Services Committee – 12/8/11
- c. Place the following reports on file:
  - (1) Fire Department Report – November 2011
  - (2) Inspection Department Report – November 2011
  - (3) Bank Reconciliation – November 2011
  - (4) Revenue & Expense Report – November 2011
- d. Consideration of: Beverage Operator licenses.
- e. Consideration of: Request from SBVC to approve 2012 promotional events
- f. Community Protection & Services Committee recommendation re: Exercise the option to renew the personal services contract with Mann Communications, LLC.

Carried.

The Mayor made the following appointments:

STURGEON BAY VISITOR CENTER – 1 year term expiring December 31, 2012:  
Ronald Vandertie (Council Rep)

WATERFRONT REDEVELOPMENT AUTHORITY – 5 year term expiring January 1, 2017:  
Joe Stutting (Council Rep)  
William Galligan

DOOR COUNTY TOURISM ZONE COMMISSION – 1 year term expiring January 1, 2013:  
Robert Starr  
Dennis Statz

LOCAL ARTS BOARD – 3 year term expiring January 1, 2015:  
Mary Morrow  
David Valentine  
Margaret Magle

Stutting/Abeyta to confirm. Carried.

Second reading of an ordinance to repeal and recreate Section 10.21(1) of the Municipal Code – Synthetic Cocaine was introduced. Lodi/Abeyta to read in title only and adopt for second reading. Carried.

Wiegand/Schlicht to approve the Committee of the Whole resolution revising the City of Sturgeon Bay fee schedule with the following adjustments:

- a) Keep the building permit fees at their current levels and implement an administrative fee in the amount of \$3 for every permit up to \$100 and 5% for every permit above \$100.
- b) Round fees to the nearest sensible amount as per staff's recommendation.

Roll call: Wiegand, Vandertie, Stutting, Fett, and Schlicht voted aye. Lodi and Abeyta voted no. Carried.

#### RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to transfer \$2,700.00 from account #10-215-000-59035, Squad Cars to account #10-215-000-59999, Miscellaneous Capital Equipment for the purchase of two Kustom Raptor RP-1 radar units.

FINANCE/PURCHASING & BUILDING COMMITTEE

By: James Abeyta, Chr.

Introduced by Abeyta. Abeyta/Schlicht to adopt. Roll call: All voted aye. Carried.

There were no public comments.

The Mayor did not have any comments.

Fett/Stutting to adjourn. Carried. The meeting adjourned at 8:13 p.m.

Respectfully submitted,



Stephanie L. Reinhardt  
City Clerk

ZONING BOARD OF APPEALS  
Monday, December 12, 2011

The City of Sturgeon Bay Zoning Board of Appeals meeting was called to order at 7:00 p.m. by Chairperson William Murrock in Council Chambers, City Hall, 421 Michigan Street.

Roll call: Members William Murrock and Jack Gigstead, along with Alternates Bill Chaudoir and Richard Jennings were present. Excused: Members Andrew Starr, James Goodwin, and Sandi Larson. Also present were Community Development Director Marty Olejniczak and Community Development Secretary Cheryl Nault.

**Adoption of agenda:** Moved by Mr. Chaudoir, seconded by Mr. Jennings to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from October 10, 2011.
4. Public hearing: Variance request from Q-Mart for a ground sign exceeding 100 sq. ft. in area and 20' in height, located at 1314 Green Bay Road.
5. Consideration of: Variance request from Q-Mart for a ground sign exceeding 100 sq. ft. in area and 20' in height, located at 1314 Green Bay Road.
6. Public hearing: Variance request from Justin Kirwen and Elliot Goettelman to convert an existing single-family dwelling into a two-family dwelling on a lot less than the minimum of 10,000 sq. ft. in area, located at 533 Iowa Street.
7. Consideration of: Variance request from Justin Kirwen and Elliot Goettelman to convert an existing single-family dwelling into a two-family dwelling on a lot less than the minimum of 10,000 sq. ft. in area, located at 533 Iowa Street.
8. Adjourn.

Carried.

**Approval of minutes from October 10, 2011:** Moved by Mr. Gigstead, seconded by Mr. Murrock to approve the minutes from October 10, 2011. Carried.

**Public hearing: Variance request from Q-Mart for a ground sign exceeding 100 sq. ft. in area and 20' in height, located at 1314 Green Bay Road:** Chairperson Murrock opened the public hearing at 7:05 p.m.

Scott Stangel, representing Q-Mart, presented the proposed 134.5 sq. ft. ground sign, including a 4' x 6' electronic message center, which would replace the existing ground sign and 80' tall high rise sign. They are asking for a variance for the height, as well as the square footage. The 27' high proposed twin pole sign will conform with the sign across the street at the other Q-Mart, which had variance approval in 1995. It will have four product pricings and will be installed where the existing ground sign is located. Mr. Olejniczak added that the message is allowed to change every 6 seconds.

No one gave testimony during the public hearing. There was no written correspondence.

Mr. Olejniczak stated that the property was developed when it was in the Town of Nasewaupsee. It was later annexed into the City. The net height would go down from 80' to 27'. The total square

footage would also be reduced, but would still exceed the maximum 100 sq. ft. allowed. The City is trying to keep signage somewhat consistent throughout the corridor.

The public hearing was declared closed at 7:17 p.m.

**Consideration of: Variance request from Q-Mart for a ground sign exceeding 100 sq. ft. in area and 20' in height, located at 1314 Green Bay Road:** After discussion, it was moved by Mr. Gigstead, seconded by Mr. Chaudoir to approve the variance request for the following reasons:

1. It is a good exchange going from two ground signs to one ground sign.
2. The 80' tall nonconforming sign will be removed.
3. The symmetry between the sign across the street at the other Q-Mart station will be the same.
4. Variances have been approved for sign increases in the past.

Roll call vote: All ayes. Carried.

**Public hearing: Variance request from Justin Kirwen and Elliot Goettelman to convert an existing single-family dwelling into a two-family dwelling on a lot less than the minimum of 10,000 sq. ft. in area, located at 533 Iowa Street:** Chairperson Murrock opened the public hearing at 7:20 p.m.

Elliot Goettelman, 728 Georgia St. and Justin Kirwen, 829 Quincy St. presented their variance request to convert a single-family home into a two-family home at 533 Iowa St. The lot size of 7,529 sq. ft. does not meet the minimum requirements for a two-family dwelling. This property was under foreclosure for several years. The property was not taken care of and they plan to rehab the property and convert the home into a duplex. The house was built in 1916 and additions had been put on. There would be a one-bedroom unit and a two-bedroom unit. There is approximately 1600 sq. ft. in area, with two parking stalls off the alley and two parking stalls on the street where the curb is already cut for a future driveway.

Mr. Olejniczak added that the zoning for this property is R-3, two-family residential.

Mr. Goettelman stated that they want to keep the same look and style as the house currently has. The footprint would stay the same. They would work on the interior throughout the winter.

No testimony was given during the hearing. One letter was read in opposition from Paul Koskubar, 317 N. 6<sup>th</sup> Avenue.

Mr. Olejniczak stated that the property is zoned R-3. There are lot size standards for a two-family dwelling. For a brand new building, 12,000 sq. ft. of lot area is required. To convert an existing single-family home on a lot such as this into a two-family requires 10,000 sq. ft. A few years ago, some of the rules changed for attainable housing and the conversion dropped from 12,000 sq. ft. to 10,000 sq. ft. He mentioned that granting or denial of the variance will not impact the look of the building. It is not guaranteed that there will be a new structure on this property. There is no record of any other variance requests of this type. He also added that there are 18 two-family homes in the immediate neighborhood, with only two of the homes that have enough lot area to conform to the 10,000 sq. ft. standard. The median size is about 7500 sq. ft., which is approximately the size of this subject lot.

Mr. Jennings suggested that progression reports be submitted to the City.

Mr. Olejniczak mentioned that they have one year to act on the variance. They also would have two years to finish the project after the building permit is issued.

Mr. Gigstead said he would like to see elevations of the property.

Mr. Goettelman stated this is income property for them and do not want to sit on this. They want to complete this as soon as possible.

The public hearing was declared closed at 7:52 p.m.

**Consideration of: Variance request from Justin Kirwen and Elliot Goettelman to convert an existing single-family dwelling into a two-family dwelling on a lot less than the minimum of 10,000 sq. ft. in area, located at 533 Iowa Street:** Board members discussed the variance request. Moved by Mr. Chadoir, seconded by Mr. Gigstead to grant the variance for the following reasons:

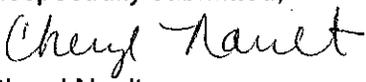
1. There are comparable two-family units in the neighborhood on undersized lots.
2. The proposed project is the best means of taking an eyesore and making it an asset to the community.
3. A two-family dwelling complies with the zoning in the area.

The grant of variance is also subject to the condition that if the property has not been issued a certificate of occupancy after two years of obtaining a building permit, the variance will lapse and the property can only be used for a single-family dwelling.

Roll call vote: All ayes. Carried.

**Adjourn:** Moved by Ms. Larson, seconded by Mr. Gigstead to adjourn. Carried. Meeting adjourned at 8:01 p.m.

Respectfully submitted,

  
Cheryl Nault  
Community Development Secretary

**FINANCE/PURCHASING & BUILDING COMMITTEE**  
**December 13, 2011**

A meeting of the Finance/Purchasing & Building Committee was called to order at 7:03 p.m. by Chairperson Abeyta in Council Chambers, City Hall. Roll call: Alderperson Abeyta, Alderperson Schlicht, and Alderperson Wiegand were present. Also present: City Administrator McNeil, Finance Director/City Treasurer Clarizio, Community Development Director Olejniczak, Police Chief Porter, Police Captain Brinkman, members of the general public and Office/Accounting Assistant II Flinn.

Moved by Alderperson Abeyta, seconded by Alderperson Schlicht to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Consideration of: Transfer of funds from Squad Cars to Miscellaneous Capital Equipment.
4. Consideration of: Permits for roofing, siding and window replacement.
5. Consideration of: Declare computers as surplus.
6. Review of unfinished business list.
7. Review bills.
8. Adjourn.

Carried.

Transfer of funds from Squad Cars to Miscellaneous Capital Equipment was the first item discussed. Police Captain Brinkman stated that after the purchase of two squad cars there is \$3,817.75 left in account #10-215-000-59035. He continued that there is one squad car that not equipped with a radar unit. Therefore, the police department is requesting that \$2,700.00 be transferred from account #10-215-000-59035 to account #10-215-000-59999 to purchase two radar units. The reason for purchasing two radar units is that a back-up unit is needed if there is one in for repair. Moved by Alderperson Wiegand, seconded by Alderperson Schlicht to recommend to the Common Council to transfer \$2,700.00 from account #10-215-000-59035, Squad Cars to account #10-215-000-59999, Miscellaneous Capital Equipment for the purchase of two Kustom Raptor RP-1 radar units. Carried.

The next item discussed was permits for roofing, siding and window replacement. Community Development Director Olejniczak stated that the Door County Home Builders Association has requested to eliminate the need for permits to reroof, reside and for window replacement. He added that this is in the contract with Independent Inspections LLC. The City would have to make an amendment to the contract with Independent Inspections LLC if this is approved. Jack Gigstead, past President of Door County Home Builders Association, stated that he believes Sturgeon Bay is the only community in the County that requires a permit for reroofing, siding and window replacement. He has had many comments from contractors. This type of repair is

considered general maintenance of a home and not necessarily an improvement to the home. Moved by Alderperson Schlicht, seconded by Alderperson Abeyta to recommend to the Common Council to eliminate permits for residential reroofing, residing and direct window replacement. Carried, with Alderperson Wiegand voting no.

Declare computers as surplus was briefly discussed. Moved by Alderperson Wiegand, seconded by Alderperson Abeyta to declare all of the computers listed as surplus. Carried.

Moved by Alderperson Schlicht, seconded by Alderperson Wiegand to accept the bills as presented and forward to the Common Council for payment. Carried.

Moved by Alderperson Abeyta, seconded by Alderperson Schlicht to adjourn. Carried. The meeting adjourned at 7:20 p.m.

Respectfully submitted,



Dixie Flinn  
Office/Accounting Assistant II

Committee of the Whole  
December 20, 2011

A meeting of the Committee of the Whole was called to order at 7:03 p.m. p.m. by Mayor Birmingham. Pledge of Allegiance was recited. Roll call: Wiegand, Vandertie, Lodi, Abeyta, Stutting, Fett, Schlicht, and Birmingham were present.

Abeyta/Schlicht to adopt agenda. Carried.

RECOMMENDATION

We, the Community Protection & Services Committee, hereby recommend to remove all overhead streetlights not located at an intersection and leave most lights in place at the more heavily-trafficked thoroughfares, including Egg Harbor Road, Green Bay Road, Neenah Avenue, Maple Street and Michigan Street.

COMMUNITY PROTECTION & SERVICES COMMITTEE

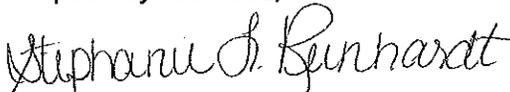
By: John Lodi, Chr.

Introduced by Lodi. Abeyta/Fett to adopt. Discussion took place regarding how schools, parks, and ball fields would be affected, whether the elimination of streetlights should use criteria or specific addresses, if eliminating streetlights was the way to save money in the overall budget, a gradual rollout of turning off streetlights, and that there would have to be sacrifices by all to make the 2012 budget work. Abeyta/Stutting to amend the original motion to include "but to exclude removal of streetlights from the perimeter/entrance of schools, parks, and ball fields. Roll call vote taken on the amendment: All voted aye. Carried. Vote taken on the motion as amended. Roll call: Birmingham, Stutting, Fett, and Schlicht voted aye. Wiegand, Vandertie, Lodi and Abeyta voted no. Tie vote – Motion fails.

Abeyta/Vandertie to remove the streetlights as provided on the list from Sturgeon Bay Utilities in 2009. Further discussion took place regarding the removal of streetlights by criteria or by specific address. Roll call: Vandertie, Abeyta, Stutting, Fett, and Schlicht voted aye. Birmingham, Wiegand and Lodi voted no. Motion carried.

Stutting/Fett to adjourn. Carried. The meeting adjourned at 7:56 p.m.

Respectfully submitted,



Stephanie L. Reinhardt  
City Clerk

**BEVERAGE OPERATOR LICENSES**

1. Gabert, Frances K.
2. LeVine, Jennifer L.
3. McLead, Jason S.
4. Schulz, Denise
5. Sternard, Jesscia M.
6. Voss, Ken A.

THE COMMON COUNCIL OF THE CITY OF STURGEON BAY, WISCONSIN DO ORDAIN AS FOLLOWS:

SECTION 1: Section 8.06(2)(g)6. of the Municipal Code of the City of Sturgeon Bay, Wisconsin is hereby amended to read as follows:

6. Encroachments under this subsection, excepting those for sidewalk cafes, shall require an annual permit to be issued by the office of the city clerk upon payment of a ~~\$25.00~~ fee ***in an amount set by the common council.***

SECTION 2: Section 9.02(4)(c) of the Municipal Code of the City of Sturgeon Bay, Wisconsin is hereby amended to read as follows:

- (c) At the time the transient merchant registration is returned, an amount of ~~\$50.00~~ ***set by the common council*** for the investigation fee shall be paid to the city clerk. At the time the direct seller or peddler registration is returned, an amount of ~~\$25.00~~ ***set by the common council*** for the investigation fee shall be paid to the city clerk to cover the cost of processing the registration.

SECTION 3: Section 9.04 introduction of the Municipal Code of the City of Sturgeon Bay, Wisconsin is hereby amended to read as follows:

Property owners or their authorized agents requesting to have hunting allowed on their property within the city must do so through the city by completing an application form and submitting it to the city clerk with a nonrefundable ~~\$25.00~~ application fee ***in an amount set by the common council.*** Applications must be submitted at least 15 days prior to the date or dates of the requested hunting permit. Obtained permits shall only be valid for 90 consecutive days. Hunting shall only be allowed for nuisance animals or birds determined to be having a negative economic impact upon property.

SECTION 4: Section 9.06(4) of the Municipal Code of the City of Sturgeon Bay, Wisconsin is hereby amended to read as follows:

- (4) *License fee.* The taxicab license fee shall be ~~\$15.00 per year~~ ***in an annual amount set by the common council*** or any fractional part thereof, for the first vehicle operated and ~~\$10.00 per year~~ ***in an annual amount set by the common council***, or any fractional part thereof, for each additional vehicle operated by the licensee. The license year shall commence July 1 and end June 30. If less than six months remain of the license year, the license fee for the first taxicab shall be reduced one-half.

SECTION 5: Section 9.06(8) of the Municipal Code of the City of Sturgeon Bay, Wisconsin is hereby amended to read as follows:

*Transfer of taxicab licenses.* A taxicab license shall be transferable with consent of the city council. Formal application to the city council shall be made, such application to state the names of the persons involved in the transfer and generally to contain all information required by subsection (3) hereof. The city council shall approve or disapprove such transfer, except that no license shall be issued until applicant for transfer shall have complied with all of the provisions of subsection (5) in all respects and shall have in addition thereto paid over to the clerk-treasurer the ~~sum of \$10.00~~ as a transfer fee ***in an amount set by the common council.***

SECTION 6: Section 9.06(12)(a) of the Municipal Code of the City of Sturgeon Bay, Wisconsin is hereby amended to read as follows:

- (a) No person shall operate a taxicab unless he/she shall possess a taxi driver's license. The fee for such license shall be ~~\$15.00~~ **in an amount set by the common council**. This provision shall not apply to the operator of a non-motorized vehicle.

SECTION 7: Section 9.065(3) of the Municipal Code of the City of Sturgeon Bay, Wisconsin is hereby amended to read as follows:

- (3) *License fee.* The license fee shall be ~~\$15.00 per year~~ **in an annual amount set by the common council**, or any fractional part thereof, for the first vehicle operated and ~~\$10.00 per year~~ **in an annual amount set by the common council**, or any fractional part thereof, for each additional vehicle operated by the licensee. The license year shall commence July 1 and end June 30. If less than six months remain on the license year, the license fee for the first vehicle shall be reduced by one-half.

SECTION 8: Section 9.065(5) of the Municipal Code of the City of Sturgeon Bay, Wisconsin is hereby amended to read as follows:

- (5) *Transfer of licenses.* A license for a vehicle used in such shuttle serve shall be transferrable only with the written consent of the city council. Formal application to the city council shall be made, stating the names of the persons involved in the transfer and containing all information required by section (2) above. The city council shall approve or disapprove such transfer, except that no license shall be issued until the applicant for transfer has complied with all of the provisions of section (4) above in all respects and shall have, in addition, paid over to the clerk-treasurer the sum of \$5.00 as a transfer fee **in an amount set by the common council**

SECTION 9: Section 10.09(1)(e) of the Municipal Code of the City of Sturgeon Bay, Wisconsin is hereby amended to read as follows:

- (e) *Exception permit.* Person(s) requesting exceptions through the common council must complete an application form for the requested exception, and submit it to the city clerk's/treasurer's office, with a permit fee of ~~\$20.00~~ **in an amount set by the common council**. Applications must be submitted at least 30 days prior to the date or dates of the requested exception. Exceptions may include time limitations, sound levels or a combination of both. (Approval of exception requests is at the discretion of the common council who reserves the right to deny any exception requests).

SECTION 10: Section 17.05(5) of the Municipal Code of the City of Sturgeon Bay, Wisconsin is hereby amended to read as follows:

- (5) *License fees.* **Initial and annual renewal fees for the following licenses shall be as follows: in amounts as set by the common council:**

<i>License</i>	<i>Initial Fee</i>	<i>Annual Renewal</i>
Contractor's	\$25.00	\$20.00
Master's	\$15.00	\$10.00
Master's Elec. Restricted	\$15.00	\$10.00
Journeyman's	\$15.00	\$10.00
Apprentice	\$10.00	\$10.00

SECTION 11: This ordinance shall take effect on the day after its publication.

Approved:

\_\_\_\_\_  
Thad Birmingham

Attest:

\_\_\_\_\_  
Stephanie L. Reinhardt, City Clerk

In the Matter of the Vacating and  
Discontinuance of Certain Streets  
or Part Thereof in the City of  
Sturgeon Bay, Door County, Wisconsin

NOTICE

TO WHOM IT MAY CONCERN:

NOTICE IS HEREBY GIVEN that the Common Council of the City of Sturgeon Bay has set the 3rd day of January, 2012 at 7:00 p.m. or shortly thereafter, as the time and the Council Chambers, City Hall, 421 Michigan Street, City of Sturgeon Bay, Wisconsin as the place for action on the following resolution hereinafter reproduced in full:

RESOLUTION

WHEREAS, the Common Council of the City of Sturgeon Bay does hereby find that the public interest requires the vacating and discontinuance of certain streets or part thereof in accordance with Section 66.1003 of the Wisconsin Statutes,

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Sturgeon Bay does hereby vacate and discontinue the streets or part thereof as hereinafter described:

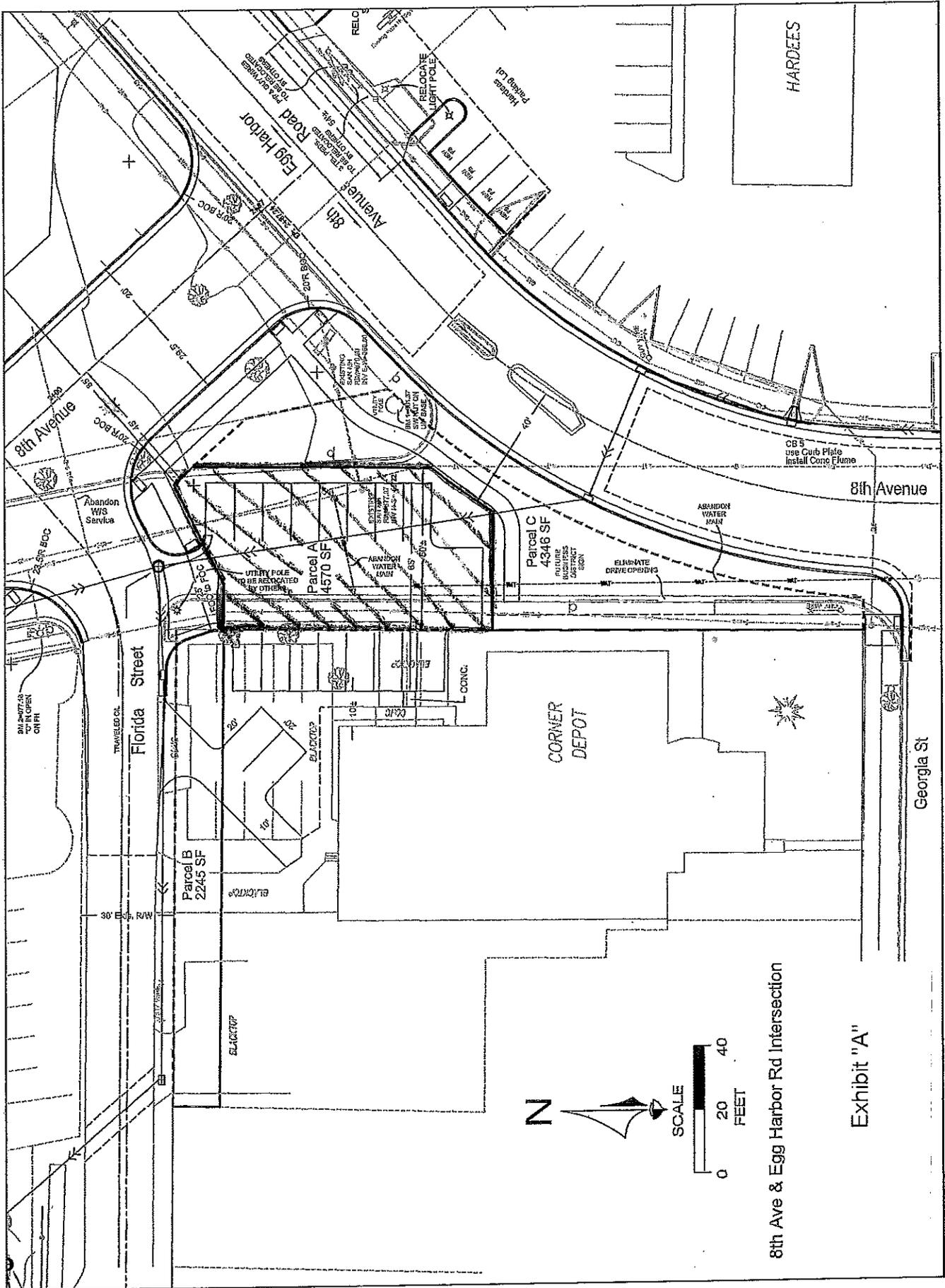
That the action proposed to be taken affects a portion of the right of way of N. 8<sup>th</sup> Avenue abutting Lot 1 of Block 1 of Leonhardt's Plat No. 2 of the City of Sturgeon Bay, Door County, Wisconsin. More particularly described as follows:

Commencing at the NE corner of Lot 1 of Block 1 of said Leonhardt's Plat No. 2; thence S. 00°15'19" W., 15.00 feet along the easterly line of said Lot 1 of Block 1 to the point of beginning of lands to be described; thence S. 89°54'08" E., 14.26 feet; thence N. 62°32'27" E., 34.88 feet; thence S. 42°16'36" E., 7.73 feet; thence S. 00°15'19" W., 76.43 feet; thence S. 44°51'57" W., 28.99 feet; thence N. 89°44'41" W., 30.00 feet to the aforementioned easterly line of Said Lot 1 of Block 1; thence N. 00°15'19" E., 86.50 feet along said easterly line to the point of beginning.

Said parcel contains 4,468.01 sq. ft.

Dated: November 15, 2011

By: Stephanie L. Reinhardt, City Clerk



8th Ave & Egg Harbor Rd Intersection

Exhibit "A"

RESOLUTION

WHEREAS, the Common Council of the City of Sturgeon Bay does hereby find that the public interest requires the vacating and discontinuance of certain streets or part thereof in accordance with Section 66.1003 of the Wisconsin Statutes,

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Sturgeon Bay does hereby vacate and discontinue the streets or part thereof as hereinafter described:

That the action proposed to be taken affects a portion of the right of way of N. 8<sup>th</sup> Avenue abutting Lot 1 of Block 1 of Leonhardt's Plat No. 2 of the City of Sturgeon Bay, Door County, Wisconsin. More particularly described as follows:

Commencing at the NE corner of Lot 1 of Block 1 of said Leonhardt's Plat No. 2; thence S. 00°15'19" W., 15.00 feet along the easterly line of said Lot 1 of Block 1 to the point of beginning of lands to be described; thence S. 89°54'08" E., 14.26 feet; thence N. 62°32'27" E., 34.88 feet; thence S. 42°16'36" E., 7.73 feet; thence S. 00°15'19" W., 76.43 feet; thence S. 44°51'57" W., 28.99 feet; thence N. 89°44'41" W., 30.00 feet to the aforementioned easterly line of Said Lot 1 of Block 1; thence N. 00°15'19" E., 86.50 feet along said easterly line to the point of beginning.

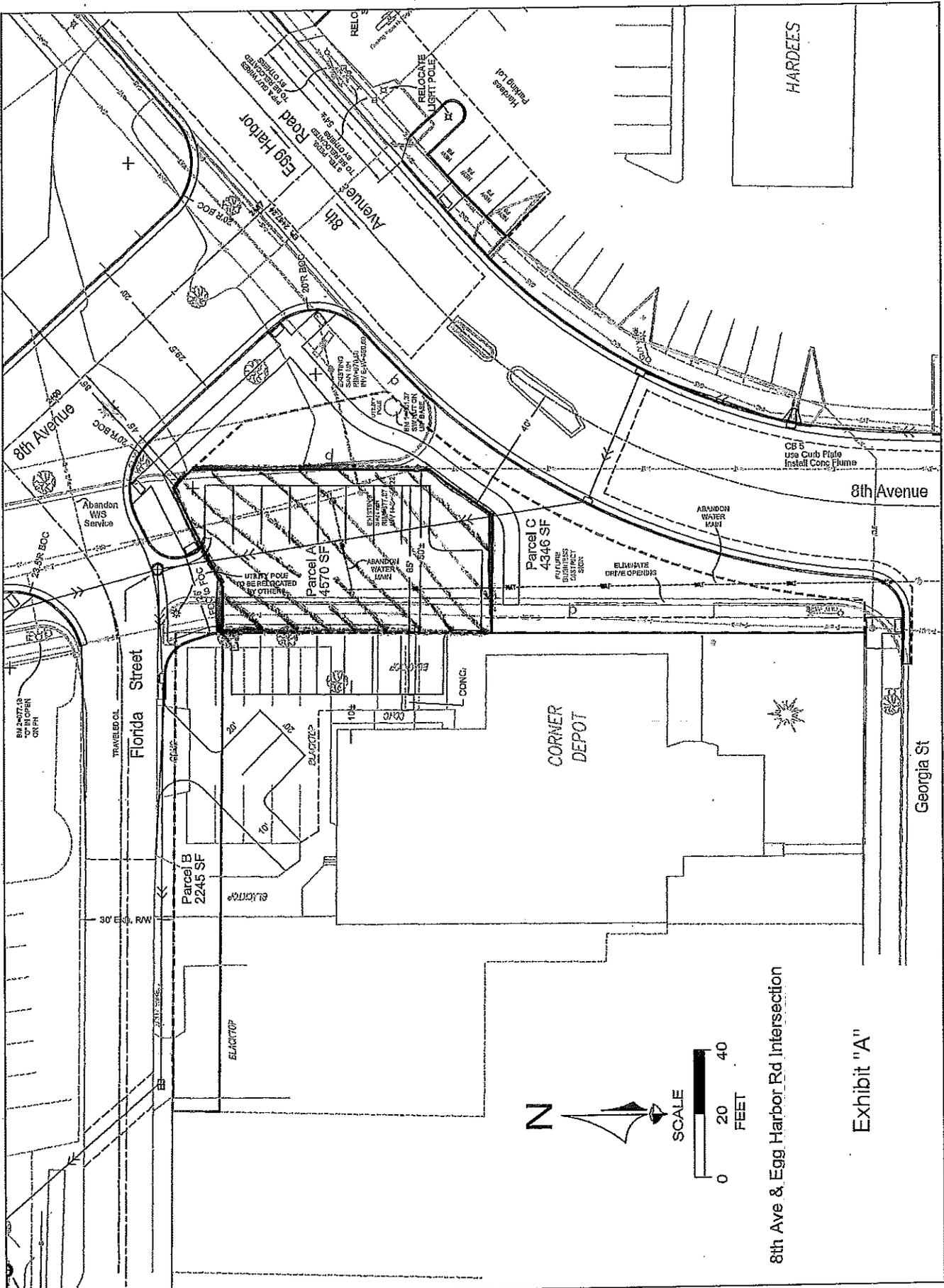
Said parcel contains 4,468.01 sq. ft.

\*\*\*\*\*

Introduced by \_\_\_\_\_.

Moved by Alderperson \_\_\_\_\_, seconded by Alderperson \_\_\_\_\_ that said resolution be adopted.

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2012.



8th Ave & Egg Harbor Rd Intersection

Exhibit "A"

**EXECUTIVE SUMMARY**

**Title:** Street Vacation – Portion of N. 8<sup>th</sup> Avenue

**Background:** The realignment of the 8<sup>th</sup> Avenue intersection with Egg Harbor Road put 8<sup>th</sup> Avenue through the former Glesner Realty property. The former road bed in front of the Corner Depot building is no longer needed for street purposes. The Common Council approved a land swap agreement with Corner Depot LLC in which the City receives property along Florida Street for storm sewer and additional right-of-way in exchange for Corner Depot acquiring excess 8<sup>th</sup> Avenue right-of-way. The acquired right-of-way is to be used for parking for the Corner Depot businesses. Necessary utility easements will be retained through this area, however.

In order for the property swap to be consummated, the excess 8<sup>th</sup> Avenue right-of-way needs to be formally vacated. On November 15<sup>th</sup> the Council introduced a resolution to vacate the portion of the street. The required public hearing is scheduled for January 3<sup>rd</sup>, after which the Council can take action on the resolution.

The vacation will put the unneeded right-of-way back on the tax roll. Corner Depot will assume all maintenance responsibility, including lawn maintenance for the surrounding landscaped area and snow removal for the sidewalk wrapping around the parking area, even though these areas remain within the right-of-way and are not being vacated. The City is also retaining a portion of the excess right-of-way for a potential future gateway sign or kiosk area.

**Fiscal Impact:** The cost to vacate a portion of the street is minimal. The street vacation will put 4,468 square feet of land back on the tax roll. This equates to about \$430 in overall annual tax revenue and about \$135 in strictly City annual tax revenue. The new parking area will also likely enhance the Corner Depot building, which could lead to a rise in its property value and hence additional tax revenue.

**Plan Commission Action:** The Plan Commission unanimously recommends vacating the excess right-of-way for N. 8<sup>th</sup> Avenue in accordance with the property swap agreement.

**Recommendation:** Adopt the resolution to vacate the portion of N. 8<sup>th</sup> Avenue that is no longer needed for street right-of-way per the property swap agreement.

Prepared by: Martin Olejniczak 12-29-11  
Martin Olejniczak Date  
Community Development Director

Reviewed by: Tony Depies 12-29-11  
Tony Depies Date  
City Engineer

Reviewed by: \_\_\_\_\_  
Steve McNeil Date  
City Administrator

RESOLUTION AUTHORIZING THE DIRECT CHARGE OF PUBLIC FIRE PROTECTION

WHEREAS, the City of Sturgeon Bay, Wisconsin (the "Municipality) owns the Water Utility (the "Utility) as a public utility; and

WHEREAS, the Municipality provides public fire protection for the benefit of the public health, safety, and well-being of its residents; and

WHEREAS, the Utility is authorized by the Wisconsin Public Service Commission to recover the cost of providing and maintaining fire hydrants used for public fire protection; and

WHEREAS, the Municipality has determined it is in the public interest to change the ratio in which public fire protection fire charges are paid,

From: A 50/50 split (50% as a municipal charge (via tax roll) basis and 50% as a direct charge on water bills based on an equivalent meter basis)

To: A 25/75 split (25% as a municipal charge (via tax roll) basis and 75% as a direct charge on the water bills based on an equivalent meter basis)

Thus, allowing for increased collection of public fire protection charges from property owners not presently subject to property taxes; and

WHEREAS, Per Wis. Stat. Sec. 196.03(3)(b) the Municipality has chosen to have the Utility bill the public fire protection charge to both general service customers and non-general service customers (including vacant lots) who own property within the municipal limits and where the utility has an obligation to provide water for public fire protection.

NOW THEREFORE, BE IT RESOLVED, that the new basis for public fire protection collection shall be 75% collected through direct charge on the utility bills based on an equivalent meter basis with the remaining 25% to continue being placed on the tax roll; and

BE IT ALSO RESOLVED, that this change shall be effective upon review and approval by the Public Service Commission of the State of Wisconsin.

Passed and adopted this 3<sup>rd</sup> day of January, 2012.

CITY OF STURGEON BAY

\_\_\_\_\_  
Thad Birmingham, Mayor

Attest:

\_\_\_\_\_  
Stephanie L. Reinhardt, City Clerk

Stephanie L. Reinhardt  
City Clerk  
421 Michigan Street  
Sturgeon Bay, WI 54235



Phone: 920-746-2900  
Fax: 920-746-2905  
E-mail: [sreinhardt@sturgeonbaywi.org](mailto:sreinhardt@sturgeonbaywi.org)  
[www.sturgeonbaywi.org](http://www.sturgeonbaywi.org)

TO: Mayor & Common Council

FROM: Stephanie L. Reinhardt, City Clerk

DATE: December 29, 2012

RE: Spring Primary

It is necessary for the Common Council to determine if a Spring Primary should be held if there are three or more candidates for an office (or offices).

The State Statutes require that the Common Council must decide "not later than" three days after the filing deadline which is January 3, 2012. It would be appropriate for the Council to make a decision as to whether to hold a primary if three or more candidates qualify for an office(s).

### EXECUTIVE SUMMARY

**DATE:** December 29, 2011

**TITLE:** 2012 Capital Improvement Projects including 4<sup>th</sup> Avenue Reconstruction

**BACKGROUND:** The Common Council adopted the capital budget for 2012, but still needs to determine the specific capital street projects that will be undertaken within the budgeted amounts for annual storm sewer outlay, annual resurfacing & base repair, and annual curbing & sidewalk repair. Three streets projects and two storm sewer projects are proposed, based upon the approved capital budget, the PASER rating process that ranks the condition of all streets in the City, and other factors. The major project is a portion of N. 4<sup>th</sup> Ave. Other street projects that are proposed to be completed in 2012 include Oregon Street to the east of S. 12<sup>th</sup> Avenue next to the high school track and 900' of Tacoma Beach Road near Strawberry Creek Estates.

N. 4<sup>th</sup> Ave. from Michigan Street to Jefferson Street is in need of repair and grades out as among the worst streets in the City. It has failing storm sewers, watermain that has failed in the past, and sanitary sewers that are significantly over sized (they were built to handle both the storm water and sewage). The separation of storm and sanitary sewers must have occurred more than 50 years ago and the sanitary sewers are more than 70 years old and need replacing. The storm sewers that were installed are corrugated metal pipe. They are rusting and inefficient and also need replacing as they have exceeded their expected life span.

A portion of the sidewalks along this stretch are also in need of repair, but the curb and gutter needs complete replacement. The light poles could be refurbished and retrofitted by SBU with LED lights like the ones on Michigan Street, which would be a significant energy saver.

The storm sewer system currently has less capacity than is desired and there appears to be a partial failure of the pipe between Louisiana and Kentucky Streets. Surface drainage is also very limited and therefore the intersection of N.4th and Louisiana is too often covered with water during short term heavy rain events. While it is unlikely that the city will be able to completely prevent this from occurring, adjustments to the system should reduce the severity and frequency of these high water events and allow the street to drain completely after a rain event.

Therefore, the reconstruction of 4<sup>th</sup> Avenue will require the replacement of sanitary sewer and water mains by Sturgeon Bay Utilities, replacement of the storm sewers, complete removal of the existing road from curb to curb, installing a new road base, curb and gutters, refurbishing the street lighting and re-landscaping the right-of-way. Sidewalks will be repaired and used as access to the existing businesses during construction. SBU is already planning on doing their portion of the work (sanitary and water main replacement) in conjunction with the city on this project. It is also possible that other utilities will want make improvements to their facilities including gas main and the fiber optic phone network.

Work on this project will take approximately 5 months to complete. The design and specifications are being completed by the Engineering Department. In order to reconstruct the street in 2012, the plans need to be ready for bidding in early February, with public review of the project plans occurring in January. The early bidding will be the best way to control construction time and still get good bid prices.

Some business or property owners along 4<sup>th</sup> Avenue have commented that they prefer that the 4<sup>th</sup> Avenue project be delayed. There have been several street and bridge projects in the downtown area in recent years and they would like a "breather" from major construction work. If 4<sup>th</sup> Avenue is not done in 2012, it likely would have to wait until 2014 due to avoid being shut down at the same time as the Bayview Bridge planned for 2013. Advantages of completing the project in 2012 include having the street ready in

time for the anticipated increased traffic due to the Bayview Bridge closure and being able to convert the street to two-way traffic during the reconstruction, if the conversion is approved by the Council.

**FISCAL IMPACT:** The 2012 capital budget was set to have enough money to repair / reconstruct N. 4<sup>th</sup> Avenue from Michigan to Jefferson St. including the storm sewer and sanitary sewer and watermain replacement. The budget has \$350,000 in the street resurfacing program, \$50,000 in the curb and sidewalk replacement program, and \$90,000 in the storm sewer replacement program for a total of \$490,000. The recommended projects are estimated to cost as follows:

4<sup>th</sup> Ave - \$382,810

Oregon St - \$13,475

Tacoma Beach Rd - \$28,368

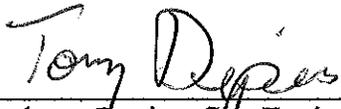
Storm sewer in alley from Kentucky to Louisiana between 3<sup>rd</sup> and 4<sup>th</sup> - \$13,248

Nebraska St storm sewer outfall - \$16,224

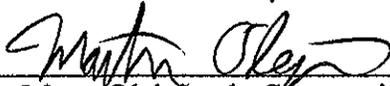
The total for these projects is \$454,152 leaving \$35,875 to be used for miscellaneous sidewalk and curbing spot repairs (or contingency in case actual bids come in higher than estimated).

**RECOMMENDATION:** Approve the following projects for the 2012 capital improvement program: N. 4<sup>th</sup> Avenue from Michigan Street to Jefferson Street; Oregon Street from 12<sup>th</sup> Ave east 250'; 900 feet of Tacoma Beach Road near Strawberry Creek Estates; storm sewer in the alley running from Kentucky St to Louisiana St between 3<sup>rd</sup> and 4<sup>th</sup> Avenues; and the Nebraska Street storm sewer outfall.

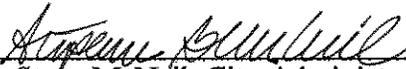
**SUBMITTED BY:**

  
Anthony Depies, City Engineer

**SUBMITTED BY:**

  
Marty Olejniczak, Community Development Director

**REVIEWED BY:**

  
Steve McNeil, City Administrator

## EXECUTIVE SUMMARY

**Title:** One-Way Vs. Two-way Traffic Patterns on 4th Ave, Louisiana St & Kentucky St

**Date:** December 28, 2011

**Background:** One-way streets are usually designed to work in pairs to move large volumes of traffic at moderate to high speeds. The completion of the Oregon Street Bridge and conversion of 3<sup>rd</sup> Avenue to accommodate two-way traffic has significantly reduced the volume of traffic using 4<sup>th</sup> Avenue and the 25 mph speed limit is considered low speed. From a strict "traffic movement" standpoint, N. 4<sup>th</sup> Avenue as a one-way street has significantly more capacity than traffic demand. This means that it can be converted to a two-way street without any widening or other major changes.

Other reasons for having one-way streets include narrow right-of-ways, hazardous conditions or other special circumstances. None are applicable to N. 4<sup>th</sup> Avenue except that having a driver's side drop zone for mail is a convenience that drivers are accustomed to having. Therefore, given the success of 3<sup>rd</sup> Avenue as a two-way street and the likelihood that it will never be returned to the one-way pair for 4<sup>th</sup> Avenue, there isn't a measurable reason to keep 4<sup>th</sup> Avenue one-way.

Two-way streets tend to "calm traffic" by reducing the speed of traffic, but 4<sup>th</sup> Avenue could also benefit if the street can be made more pedestrian friendly. This does not mean that stop signs should be installed at each intersection because the pedestrian use does not warrant that level of control and it will serve as a good alternate route through the downtown. But other measures, such as installing bump-outs, could be considered when 4<sup>th</sup> Avenue is reconstructed, regardless of whether it is two-way or one-way.

If one-way traffic is maintained, the City can investigate parking enhancements that could include angle parking, turn lanes, loading areas or widened sidewalks, or terrace areas and streetscape enhancements because only one through lane is needed to accommodate the traffic. However, it appears that 4<sup>th</sup> Avenue has adequate on-street parking and a significant volume of public off-street parking. Staff believes that local businesses and travelers would therefore benefit more from two-way traffic than from additional parking or wider sidewalks.

Kentucky and Louisiana Streets from 1<sup>st</sup> Avenue to 5<sup>th</sup> Avenue currently act as a one-way pair. Neither street has significant traffic volumes and can also be converted to two-way, while still handling the traffic capacity needs. If these streets are kept one-way they can also be reduced to a single traffic lane and make the same changes possible on 4<sup>th</sup> Avenue. An important consideration for Kentucky and Louisiana Streets is whether loading areas are required to serve the businesses on 3<sup>rd</sup> and 4<sup>th</sup> Avenues. Currently trucks can use one lane of travel for unloading without any major impact on traffic since other vehicles can get around simply by switching lanes. If the one-way streets are retained but reduced to one lane of travel with angle parking and loading areas are needed as part of the design, it may not result in any additional parking spaces. If converted to two-way traffic, loading zones may still be needed, which results in a net loss of parking spaces.

N. 4<sup>th</sup> Avenue is in need of repair and has graded out to be among the worst streets in the City. Staff will recommend reconstructing the street in 2012 and its ultimate function as a one-way or two-way street should be incorporated in its design.

**Public Hearing:** On December 20<sup>th</sup> a public hearing was held regarding this issue. Twelve constituents testified either in person or by letter. Ten favored conversion to two-way traffic for these streets while two preferred the one-way pattern. (Written comments were 6 for two-way and 2 for one-way)

**Options:** The options that the City has include:

1. Leave the traffic patterns as they currently exist.
2. Convert 4<sup>th</sup> Avenue to two-way, but leave Kentucky and Louisiana Streets as one-way pair.
3. Convert all streets to two-way traffic.

**Fiscal Impact:** Option 1 has no cost. The other options have costs associated with removing and adding traffic control signs. If 4<sup>th</sup> Avenue is reconstructed in 2012 the cost to convert it to two-way traffic can be rolled into that project. The overall cost for conversion is not expected to be significant.

**Recommendation:** There is no longer a need to service a large volume of traffic on 4<sup>th</sup> Avenue because of much of the old demand is carried on 3<sup>rd</sup> Avenue or uses 5<sup>th</sup> Avenue after crossing the bay on the Oregon Street Bridge. Northbound traffic on this section of 4<sup>th</sup> Avenue could easily be serviced with a single travel lane. Therefore, staff recommends that 4<sup>th</sup> Avenue convert to two-way when reconstructed. Louisiana Street and Kentucky Street should also be converted to two-way traffic unless the local businesses feel that loading areas need to be retained without losing on-street parking spaces. Under this situation, the one-way pair for Kentucky and Louisiana Streets can be retained but should be shortened by at least converting the block between 4<sup>th</sup> and 5<sup>th</sup> Avenues to two-way traffic.

Prepared by: Tony Depies  
Tony Depies  
City Engineer

Reviewed by: Martin Olejniczak  
Martin Olejniczak  
Community Development Director

Reviewed by: Steve McNeil  
Steve McNeil  
City Administrator

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to eliminate permits for residential reroofing, residing and direct window replacement.

Respectfully submitted,  
FINANCE/PURCHASING & BUILDING  
COMMITTEE

By: James Abeyta, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: December 13, 2011

\*\*\*\*\*

Introduced by \_\_\_\_\_.

Moved by Alderperson \_\_\_\_\_ seconded by

Alderperson \_\_\_\_\_ that said recommendation be adopted.

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2011.

## EXECUTIVE SUMMARY

**Title:** Permits for Roofing, Siding and Window Replacement

**Background:** For many years the City of Sturgeon Bay has required that building permits must be obtained for certain maintenance projects on buildings, including reroofing, residing, and replacing windows. Currently, permits for these projects cost \$30. The Door County Home Builders Association submitted a request that permits for reroofing a home or replacing siding not be required by the City. In addition, the need for a permit to replace windows has also been questioned. The Association has concerns over the cost of the permit and the value to the property owner and believes there is no need for inspections of these projects.

Independent Inspections Ltd (IIL) has the contract to perform building inspections in the City. IIL was asked to provide their comments regarding the request from the Home Builders Association. They provided several comments showing potential benefits of the permits to the City. If the City elects to eliminate these permits, a contract amendment with IIL is needed.

One issue is whether the commercial projects should be exempted from the permit requirement. Jack Gigstead from the Home Builders Association indicated at the Finance Committee meeting that their request does not include commercial projects, just residential projects. In addition, IIL pointed out that commercial projects have different standards and a greater degree of complexity. Also, commercial residing projects within the Waterfront Redevelopment District require approval of the Waterfront Resign Review Board. If the permit requirement is removed for commercial projects, they would no longer be subject to the review board. [Note: One and two-family dwellings are already exempted from design review.]

**Fiscal Impact:** Of the \$30 permit fee, the City retains \$4.50, with the remainder going to IIL. Although it varies from year to year, in a typical year, about 93 reroofing permits, 17 residing permits and 27 window replacement permits are issued. Most are residential but some are commercial. The net yearly income from the City's portion of the \$30 fee is around \$620. In addition, the Council recently authorized a \$3 administrative fee for these permits. The new fee would generate about \$411 annually. Thus, the net fiscal impact of eliminating the permit requirement is about \$1,000 (slightly less if just residential permits are eliminated).

**Options:** 1. Eliminate permits for reroofing, residing and direct window replacement for both residential and commercial projects.  
2. Eliminate permits for just residential reroofing, residing and direct window replacement.  
3. No changes.

**Finance Committee Action:** The Finance Committee recommended by a 2-1 vote to eliminate permits for residential reroofing, residing and direct window replacement.

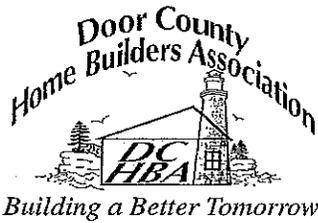
**Recommendation:** Adopt the Finance Committee recommendation.

Prepared by:   
Martin Olejniczak  
Community Development Director

12-29-11  
Date

Reviewed by: \_\_\_\_\_  
Stephen McNeil  
City Administrator

\_\_\_\_\_  
Date



Door County Home Builders Assoc.  
P.O. Box 112  
Sturgeon Bay, WI 54235

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November 11, 2011

Marty Olejniczak  
Community Development Director  
City of Sturgeon Bay  
36 S. Third Ave.  
Sturgeon Bay, WI 54235

Dear Mr. Olejniczak:

I am writing today on behalf of the Door County Home Builders Association board of directors, which represents about 100 area companies in home building, real estate, heating/air conditioning, roofing, flooring, furnishings and other related companies.

Over recent years, an increasing number of homeowners have expressed interest in remodeling and improvements on their current residences as opposed to building new homes. We are requesting that permits for jobs—reroofing a home, replacing siding—not be required by the City of Sturgeon Bay.

Also, there are no on-site inspections needed for jobs such as these. And many homeowners have told us that they feel the City of Sturgeon Bay is requiring the permits so that it becomes aware of home improvements being made so it can, then, raise the homeowners' property taxes.

By removing the City of Sturgeon Bay's requirement to get a permit for these types of jobs, you will help to stimulate our local economy and enhance services to area residents.

The construction industry is the fourth largest in Door County, and we ask that you help to maintain its strength by eliminating the need for permit applications on minor jobs. Thank you for your review and for staying in touch with me on this matter.

Sincerely,

Jack Gigstead, President  
Door County Home Builders Association



*Independent Inspections, Ltd.*

W241 S4135 Pine Hollow Court  
Waukesha, WI 53189

December 6, 2011

Martin Olejniczak, Community Development Director  
City of Sturgeon Bay  
421 Michigan Street  
Sturgeon Bay, WI 54235

Re: Building Inspector Comments, City of Sturgeon Bay

Dear Marty:

We have reviewed the November 11, 2011 letter from the Door County Home Builders Association and offer the following comments:

--There are building code requirements for roofing and siding installations. 1 & 2 family versus commercial re-roofing and re-siding have different degrees of complexity which determine the materials to be used and fire-rating requirements to be maintained.

--Permitting the re-roofing and re-siding ensures licensed and insured contractors are performing the work.

--Permitting this work keeps property values more accurate.

--Permit fees for 1 & 2 family re-roofs and re-siding are a minimum fee of \$30.00.

These fees are a part of our contract with the City, should the City decide to remove these fees, a contract amendment would be needed.

If you have any questions, please contact me.

Sincerely,

Thomas DeLacy, President  
INDEPENDENT INSPECTIONS, LTD.

c: Connie Watt, Vice President, IIL  
Brett Temme, Building Inspector, IIL  
File  
TDL/gg

**CITY OF STURGEON BAY FEE SCHEDULE**

<b>INSPECTION DEPARTMENT</b>	<b>FEE</b>	<b>W/TAX</b>
<b>GENERAL</b>		
COPIES (EA.)	0.25	N/A
FAX FEES (PER PAGE - LOCAL CALL)	0.25	0.26
FAX FEES (PER PAGE - LONG DISTANCE)	0.50	0.53
POSTAGE FOR MATERIALS	ACTUAL	N/A
RESEARCH TIME (HOURLY WAGE RATE PLUS BENEFITS)	ACTUAL COSTS	N/A
<b>RESIDENTIAL BUILDING PERMITS &amp; OTHER MISC. FEE SCHEDULE</b>		
<b>BUILDING</b>		
NEW CONSTRUCTION/ADDITIONS/	.11 SQ./FT. ALL AREAS 75.00 MINIMUM	
<b>EROSION CONTROL</b>	NEW CONSTRUCTION \$75.00 ADDITIONS \$50.00	
<b>REMODELING AND ALTERATIONS</b>	.11 SQ./FT. ALL AREAS 55.00 MINIMUM	
<b>DECK</b>	.11 SQ./FT. ALL AREAS 55.00 MINIMUM	
<b>ACCESSORY STRUCTURE</b>	.07 SQ./FT. ALL AREAS/\$75.00 MINIMUM	
POOLS	40.00 EACH	
EARLY START	50.00 FOOTINGS AND FOUNDATION	
TEMPORARY OCCUPANCY PERMIT	50.00	
<b>OTHER</b>	40.00 MINIMUM	
<b>ELECTRICAL</b>		
NEW/ADDITIONS	BASE FEE \$35.00 PLUS \$.035 SQ./FT. FOR ALL AREAS	
ALTERATIONS (based on sq. ft. of alteration area)	40.00 MINIMUM	
REPLACEMENT & MISC. ITEMS	10.00 PER THOUSAND OF ELECTRICAL PROJECT VALUATION 40.00 MINIMUM	
<b>PLUMBING</b>		
NEW/ADDITIONS	BASE FEE \$35.00 PLUS \$.035 SQ./FT. FOR ALL AREAS	
ALTERATIONS (based on sq. ft. of alteration area)	40.00 MINIMUM	
REPLACEMENT & MISC. ITEMS	10.00 PER THOUSAND OF PLUMBING PROJECT VALUATION 40.00 MINIMUM	
<b>HVAC</b>		
NEW/ADDITIONS	BASE FEE \$35.00 PLUS \$.035 SQ./FT. FOR ALL AREAS	
ALTERATIONS (based on sq. ft. of alteration area)	40.00 MINIMUM	
REPLACEMENT & MISC. ITEMS	10.00 PER THOUSAND OF HVAC PROJECT VALUATION 40.00 MINIMUM	
<b>RE-ROOFING, RESIDING, DIRECT WINDOW REPLACEMENT</b>	30.00	
<b>OTHER</b>	40.00 MINIMUM	
<b>COMMERCIAL BUILDING FEE SCHEDULE</b>		
NEW STRUCTURE & ADDITIONS		
MULT-FAMILY (3 family or more), MOTELS, CBRF, DAYCARE	\$.12 SQ./FT.	
MERCANTILE, RESTAURANT, TAVERNS, ASSEMBLY HALLS, CHURCHES, OFFICES	\$.12 SQ./FT.	
SCHOOLS, INSTITUTIONAL, HOSPITALS	\$.13 SQ./FT.	
MANUFACTURING AND INDUSTRIAL	\$.11 SQ./FT.	
VEHICLE AND SMALL ENGINE REPAIR, PARKING AND STORAGE, AUTO BODY	\$.13 SQ./FT.	

