



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA
TUESDAY, APRIL 17, 2012
7:00 P.M.
COUNCIL CHAMBERS, CITY HALL – 421 MICHIGAN ST
THAD G. BIRMINGHAM, MAYOR**

1. Call to order.
2. Pledge of Allegiance.
3. Roll call.

**PRESENTATION OF CERTIFICATE OF APPRECIATION TO:
JAMES E. ABEYTA, JR., ALDERPERSON DISTRICT 4**

**ORGANIZATIONAL MEETING
THAD G. BIRMINGHAM, MAYOR**

NEWLY ELECTED COUNCIL MEMBER IS SEATED

4. Roll call.
5. Adoption of agenda.
6. Proclamation re: Bike month.
7. Consideration of the following bills: General Fund – \$112,864.14, Capital Fund - \$5,727.94, Cable TV - \$100.00, Tourism Fund - \$1,500.00, TID #3 - \$516.00 and Solid Waste Enterprise - \$10,738.18 for a grand total of \$131,446.26. [roll call]
8. **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 4/3/12 regular Common Council minutes.

* b. Approval of the following minutes:

- (1) Sturgeon Bay Utility Commission – 3/12/12
- (2) Fire & Police Commission – 3/19/12
- (3) Finance/Purchasing & Building Committee – 3/27/12
- (4) Personnel Committee – April 4, 2012

* c. Place following report on file:

- (1) Inspection Department Report – March 2012
- (2) Fire Department Report – March 2012
- (3) Street Department Report – March 2012

* d. Consideration of: Beverage Operator license.

* e. Consideration of: Temporary Class B Beer licenses.

- * f. Resolution re: Designating official newspaper.
 - * g. Resolution re: Designating Public Depositories.
 - * h. Personnel Committee recommendation re: Establish annual salary for Assistant Fire Chief Tim Dietman at \$66,896.79 along with benefits in accordance with Administrative Handbook, and to recognize that Assistant Fire Chief Dietman will serve a one year probationary period during which time he can be returned to, or choose to return to his previous position as a Firefighter.
9. Mayoral appointments.
 10. Election of Council President. [Council Election]
 11. Election of Council Representative to Sturgeon Bay Utility Commission to replace Ald. Abeyta.
 12. Second reading of ordinance re: Repeal and recreate Section 15.01(5) of the Municipal Code – Building Regulations.
 13. Second reading of ordinance re: Rezone property from Central Business District (C-2) to Planned Unit Development (PUD) and shall be subject to the site plan and requirements – Door County Maritime Museum.
 14. Finance/Purchasing & Building Committee recommendation re: Accept bid from Cascade Cart Solutions for refuse carts at a cost of \$42.00 for 96 gallon carts and \$36.00 for 64 gallon carts.
 15. Finance/Purchasing & Building Committee recommendation re: Accept bid from Santec for spraying of aquatic vegetation in the Bay of Sturgeon Bay in the amount of \$14,107.03.
 16. Finance/Purchasing & Building Committee recommendation re: Reimburse Mr. Ben Miller, owner of Bonnie Brooke Gardens, for the installation of the drain from the retention area, as well as the cost of reconnecting the retention area to the existing storm inlet, and waive the storm sewer connection fees in the area south of their greenhouse and parking lot on 14th Avenue, totaling \$1,430.00, to be paid after project is completed and inspected.
 17. Public comment on non-agenda items.
 18. Mayor's comments.
 19. Convene in closed session in accordance with the following exemption:

 Deliberating or negotiating 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. Wis. Stats. 19.85(1)(e)

 Consideration of: Purchase of property for public use.

 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.
 20. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:
 Date: 4/13/12
 Time: 12:00 pm
 By: Deje

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

7.

7.

INVOICES DUE ON/BEFORE 04/17/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
GENERAL FUND				
REVENUE				
R0000958	STEVEN HENDRA	REFUND OPERATORS LIC FEE	01-000-000-44280	20.00
TOTAL REVENUE				20.00
TOTAL GENERAL FUND				20.00
MAYOR				
04696	DOOR COUNTY TREASURER	03/12 INTERNET	01-100-000-56700	2.50
TOTAL				2.50
TOTAL MAYOR				2.50
LAW/LEGAL				
16555	PINKERT LAW FIRM, LLP	GENERAL MATTERS	01-110-000-55010	1,440.00
BUELOW	BUELOW, VETTER, BUIKEMA,	PROFESSIONAL SERVICES	01-110-000-57900	1,191.00
TOTAL				2,631.00
TOTAL LAW/LEGAL				2,631.00
CITY CLERK-TREASURER				
03940	STEPHANIE REINHARDT	AIRFARE	01-115-000-55600	400.70
03940		CONF REGISTRATION	01-115-000-55600	560.00
04696	DOOR COUNTY TREASURER	03/12 INTERNET	01-115-000-56700	10.00
TOTAL				970.70
TOTAL CITY CLERK-TREASURER				970.70
ADMINISTRATION				
04549	DOOR COUNTY ECONOMIC DEVELOPME	ANNUAL INVEST LUNCHEON	01-120-000-56650	240.00
04696	DOOR COUNTY TREASURER	03/12 INTERNET	01-120-000-56700	5.00
TOTAL				245.00
TOTAL ADMINISTRATION				245.00
COMPUTER				
04696	DOOR COUNTY TREASURER	03/12 TECH SUPPORT	01-125-000-55550	2,500.00
TOTAL				2,500.00
TOTAL COMPUTER				2,500.00

INVOICES DUE ON/BEFORE 04/17/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
CITY ASSESSOR				
04696	DOOR COUNTY TREASURER	03/12 INTERNET	01-130-000-56700	7.50
ASSO APP	ASSOCIATED APPRAISAL	04/17/12 CONTRACT	01-130-000-55010	1,245.83
TOTAL				1,253.33
TOTAL CITY ASSESSOR				1,253.33
BUILDING/ZONING CODE ENFORCEMT				
04696	DOOR COUNTY TREASURER	03/12 INTERNET	01-140-000-56700	2.50
09223	INDEPENDENT INSPECTIONS, LTD	03/12 PERMITS	01-140-000-55010	2,155.70
TOTAL				2,158.20
TOTAL BUILDING/ZONING CODE ENFORCEMT				2,158.20
MUNICIPAL SERVICES ADMIN.				
04696	DOOR COUNTY TREASURER	03/12 INTERNET	01-145-000-56700	5.00
TOTAL				5.00
TOTAL MUNICIPAL SERVICES ADMIN.				5.00
PUBLIC WORKS ADMINISTRATION				
04696	DOOR COUNTY TREASURER	03/12 INTERNET	01-150-000-56700	8.75
SNEWPS	SOCIETY OF NORTH EASTERN WI	2012 MEMBERSHIP	01-150-000-56000	20.00
TOTAL				28.75
TOTAL PUBLIC WORKS ADMINISTRATION				28.75
ELECTIONS DEPARTMENT				
DC PRINT	DC PRINTING	ENVELOPES	01-155-000-54999	220.00
DOMINION	DOMINION VOTING SYSTEMS, INC	ETHERNET CARD	01-155-000-54999	87.50
TOTAL				307.50
TOTAL ELECTIONS DEPARTMENT				307.50
CITY HALL				
04696	DOOR COUNTY TREASURER	03/12 INTERNET	01-160-000-56700	2.50
08280	HILL BUILDING MAINTENANCE INC	03/12 CH CLEANING	01-160-000-55300	590.00
19880	STURGEON BAY UTILITIES	421 MICHIGAN ST	01-160-000-56150	2,491.30
19880		421 MICHIGAN ST	01-160-000-58650	190.42
TOTAL				3,274.22
TOTAL CITY HALL				3,274.22

INVOICES DUE ON/BEFORE 04/17/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
INSURANCE				
BH	BURKART HEISDORF INSURANCE	CREDIT 808 EGG HARBOR RD	01-165-000-57350	-264.00
BH		04/12 GENERAL LIABILITY	01-165-000-56400	2,842.00
BH		04/12 PUBLIC LIABILITY	01-165-000-57150	1,072.00
BH		04/12 PUBLIC OFFICIALS	01-165-000-57400	1,079.00
BH		04/12 AUTO LIABILITY	01-165-000-55200	1,618.00
BH		04/12 AUTO PHYSICAL DAMAGE	01-165-000-55200	1,110.00
BH		04/12 WORKERS COMP	01-165-000-58750	14,987.00
		TOTAL		22,444.00
		TOTAL INSURANCE		22,444.00
GENERAL EXPENDITURES				
04696	DOOR COUNTY TREASURER	03/12 CH PHONE	01-199-000-58200	153.82
04696		03/12 FD PHONE	01-199-000-58200	21.65
04696		03/12 MS PHONE	01-199-000-58200	77.01
04696		03/12 PH PHONE	01-199-000-58200	90.68
16555	PINKERT LAW FIRM, LLP	WAL MART	01-199-000-51525	132.00
19085	SCHENCK BUSINESS SOLUTIONS	2011 AUDIT	01-199-000-55150	6,300.00
MEUW	MUNICIPAL ELECTRIC UTILITIES	SAFETY PROGRAM 03-05/12	01-199-000-55605	2,750.00
		TOTAL		9,525.16
		TOTAL GENERAL EXPENDITURES		9,525.16
POLICE DEPARTMENT				
02208	BAYCOM INC.	REPL DOCK STATION SQUAD #50	01-200-000-55500	448.25
02208		THERMAL PAPER	01-200-000-51600	215.00
02790	DAN BRINKMAN	2012 CLOTHING ALLOWANCE	01-200-000-52900	44.29
04696	DOOR COUNTY TREASURER	03/12 INTERNET	01-200-000-56700	35.00
08167	GANNETT WISCONSIN NEWSPAPERS	FILE FOLDERS	01-200-000-51950	11.82
15890	PACK AND SHIP PLUS	SHIP PORTABLE RADIOS	01-200-000-57250	10.00
17700	QUILL CORPORATION	2 TONER CARTS	01-200-000-51600	325.98
HENRY	CLINT HENRY	REIMB MEALS SWAT SVC COURSE	01-200-000-55600	20.02
RELIABLE	RELIABLE OFFICE SUPPLIES	OFFICE SUPPLIES	01-200-000-51950	101.39
		TOTAL		1,211.75
		TOTAL POLICE DEPARTMENT		1,211.75
POLICE DEPARTMENT/PATROL				
01550	BP AMOCO	OUT OF TOWN FUEL	01-215-000-51650	84.78
02005	BAY ELECTRONICS, INC.	TWO WAY RADIO REPAIR	01-215-000-57550	171.75
03075	CARQUEST OF DOOR COUNTY	BATTERY	01-215-000-52850	101.88
04575	DOOR COUNTY HARDWARE	NYLON GUARDS	01-215-000-52950	11.98
06012	FASTENAL COMPANY	PAPER TOWEL FOR GARAGE	01-215-000-58550	77.72
08167	GANNETT WISCONSIN NEWSPAPERS	PUBLISH SEX OFFENDER	01-215-000-58999	84.00
19580	STREICHERS PROF POLICE EQUIP	BOOTS WATERSTREET	01-215-000-52900	60.00
19965	SUPERIOR SIGNALS INC	AMBER LIGHTS	01-215-000-52850	110.90
20254	TIP TOP CLEANERS	UNIFORM CLNG ALLOW COYHIS	01-215-000-56800	12.00

INVOICES DUE ON/BEFORE 04/17/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
20254		CLEAN INK FROM SWEATER	01-215-000-56800	4.64
21450	THE UNIFORM SHOPPE	UNIFORMS WIEGAND	01-215-000-52950	351.65
21450		CUFF CASE MOGEN	01-215-000-52900	24.95
23828	WITT PENINSULA FORD LINCOLN	LOF	01-215-000-58600	24.95
23828		LOF, CHECK TIRES	01-215-000-58600	40.90
23828		LOF, REPL WATER PUMP	01-215-000-58600	149.97
23828		LOF	01-215-000-58600	24.95
23828		LOF, ROTATE, ALIGN, BALL JNTS	01-215-000-58600	332.83
23828		LOF	01-215-000-58600	24.95
23828		CHECK BATTERY	01-215-000-58600	125.00
23828		A/C CONDENSER & RECHARGE A/C	01-215-000-58600	422.39
MEISNER	STEVE MEISNER	TACTICAL HANDGRIP	01-215-000-51050	11.94
MEISNER		REIMB HANDGUARD	01-215-000-51050	40.53
R0000760	UNIFORM & ACCS WAREHOUSE	GEAR BAG	01-215-000-52950	74.44
R0000760		UNIFORM SHIRTS	01-215-000-52950	39.96
TIGER	TIGERDIRECT.COM	PATRIOT TORQX DRIVE	01-215-000-54999	61.80
WCPPA	WCPPA	WI POP CONFERENCE LAUDER	01-215-000-55600	75.00
TOTAL				2,545.86
TOTAL POLICE DEPARTMENT/PATROL				2,545.86
POLICE DEPT. / INVESTIGATIONS				
ACCURINT	LEXISNEXIS	03-05/12 ACCESS FEE	01-225-000-57950	240.00
TOTAL				240.00
TOTAL POLICE DEPT. / INVESTIGATIONS				240.00
FIRE DEPARTMENT				
03075	CARQUEST OF DOOR COUNTY	ELE PLUG & FUSE	01-250-000-53000	14.93
03075		VALVE EXTENSIONS	01-250-000-53000	32.84
03075		HEADLIGHT	01-250-000-53000	6.18
03075		FITTINGS	01-250-000-53000	9.13
03159	CHARTER COMMUNICATIONS	WESTSIDE CABLE	01-250-000-54999	6.97
04575	DOOR COUNTY HARDWARE	VALVE BALL	01-250-000-56250	7.99
04575		BUSHING, NIPPLE, COUPLE	01-250-000-56250	10.07
04575		FASTNERS	01-250-000-54999	9.78
04575		DRILL BITS & FASTNERS	01-250-000-54999	23.46
04575		FASTNERS, CLIP, HOOK	01-250-000-51350	25.86
04575		HOOK, CLIP	01-250-000-51350	6.58
04575		ROLLER, HINGE	01-250-000-54999	8.98
04575		THINNER, PICTURE HANGERS	01-250-000-54999	36.95
04575		BATTERY	01-250-000-54999	4.79
04575		BLADE & FASTNERS	01-250-000-54999	11.31
04575		ELBOW	01-250-000-54999	4.58
04575		ELE SUPPLIES & DRILL BIT	01-250-000-52700	14.59
04575		FASTNERS, NIPPLE, UNION	01-250-000-56250	16.22
04575		HOSE, GLUE, CLAMP, SEALANT	01-250-000-54999	25.13
04696	DOOR COUNTY TREASURER	03/12 INTERNET	01-250-000-56700	12.50
13320	JEFFERSON FIRE & SAFETY, INC	O-RINGS	01-250-000-53000	8.12
19329	JOHN SOUKUP	BAL SHOE ALLOWANCE	01-250-000-52900	7.46

INVOICES DUE ON/BEFORE 04/17/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
19880	STURGEON BAY UTILITIES	421 MICHIGAN ST	01-250-000-56675	40.00
19880		TRUCK FILL	01-250-000-56675	36.00
19880		N MADISON AVE SPRINKLER	01-250-000-56675	6.70
19880		PENN ST DOCK	01-250-000-56675	6.70
19880		1018 GREEN BAY RD SIREN	01-250-000-56150	15.45
19880		107 N 1ST AVE MARINA/RESTROOMS	01-250-000-56675	21.30
19880		48 KENTUCKY ST DOCK	01-250-000-56675	6.70
19880		48 KENTUCKY ST CITY MARINA	01-250-000-56675	21.30
23828	WITT PENINSULA FORD LINCOLN	WARNING MODULE	01-250-000-53000	15.62
CJ	CJ WORKS, LLC	03/12 LAUNDRY	01-250-000-56800	147.00
HSBC	HSBC BUSINESS SOLUTIONS	HELMET HEAD LAMP	01-250-000-51350	85.10
PATS	DEBBIE DERENNE	HOSE COVER	01-250-000-53000	63.00
STATEEMP	STATE EMPLOYMENT RELATIONS	ENTRY LEVEL & CAPTAIN EXAMS	01-250-000-57100	345.00
TOTAL				1,114.29
TOTAL FIRE DEPARTMENT				1,114.29
STORM SEWERS				
10750	PREMIER CONCRETE INC	1 YD CONCRETE	01-300-000-51150	160.00
TOTAL				160.00
TOTAL STORM SEWERS				160.00
STREET SWEEPING				
25700	ZARNOTH BRUSH WORKS INC	MAIN BROOM	01-330-000-51400	458.00
25700		6 SETS GUTTER BROOMS	01-330-000-51400	780.00
25700		6 SHORT RUNNERS	01-330-000-51400	112.50
25700		6 LONG RUNNERS	01-330-000-51400	154.50
TOTAL				1,505.00
TOTAL STREET SWEEPING				1,505.00
ROADWAYS/STREETS				
04545	DOOR COUNTY COOPERATIVE	GRASS SEED	01-400-000-52200	90.00
TOTAL				90.00
TOTAL ROADWAYS/STREETS				90.00
SNOW REMOVAL				
03075	CARQUEST OF DOOR COUNTY	BEARING	01-410-000-51400	23.98
13400	MIDSTATES BLADE AND CHAIN INC	BLADES & OVERLAYS	01-410-000-51400	1,557.36
TOTAL				1,581.34
TOTAL SNOW REMOVAL				1,581.34

INVOICES DUE ON/BEFORE 04/17/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
STREET SIGNS AND MARKINGS				
04575	DOOR COUNTY HARDWARE	ROLLER	01-420-000-52100	2.99
04575		FASTNERS	01-420-000-52550	2.10
06012	FASTENAL COMPANY	SUPPLIES	01-420-000-52550	12.82
		TOTAL		17.91
		TOTAL STREET SIGNS AND MARKINGS		17.91
STREET MACHINERY				
03075	CARQUEST OF DOOR COUNTY	RETURN SLACK ADJUSTER & FILTER	01-450-000-53000	-30.78
03075		MICRO-V BELT	01-450-000-53000	46.15
03075		CLAY PRODUCT	01-450-000-52150	29.84
04575	DOOR COUNTY HARDWARE	BATTERY	01-450-000-52700	6.99
04575		TAPE RULE	01-450-000-52700	12.94
04575		NIPPLE	01-450-000-53000	1.89
06005	FABCO EQUIPMENT INC	O-RINGS & SEAL	01-450-000-53000	40.24
06005		10 PAK OIL SAMPLE KITS	01-450-000-53000	116.56
13655	MONROE TRUCK EQUIPMENT, INC	AIR TAILGATE CYL	01-450-000-53000	443.05
13655		CYLINDER VALVE	01-450-000-53000	92.68
20725	T R COCHART TIRE CENTER	4 MOUNT & DISMOUNT, O-RINGS	01-450-000-53000	212.00
20725		USED TIRE & DISPOSAL	01-450-000-53000	27.00
QUALITY	QUALITY TRUCK CARE CENTER INC	POWER STEERING RESERVOIR ASSBY	01-450-000-53000	131.04
QUALITY		EXHAUST PIPE & CLAMP	01-450-000-53000	204.31
		TOTAL		1,333.91
		TOTAL STREET MACHINERY		1,333.91
CITY GARAGE				
04575	DOOR COUNTY HARDWARE	KILZ PRIMER	01-460-000-55300	17.99
12100	LAMPERT YARDS INC	BRICKMOLD	01-460-000-54999	9.03
19959	SUPERIOR CHEMICAL CORP	5 CASES HAND SOAP	01-460-000-55300	418.25
19959		FREIGHT	01-460-000-55300	26.24
SAFWAY	SAFWAY SERVICES, LLC	2 SCAFFOLDING PLATFORMS	01-460-000-55300	255.36
		TOTAL		726.87
		TOTAL CITY GARAGE		726.87
CELEBRATION & ENTERTAINMENT				
DRAGON	THERESA M LUNDAHL	2ND PMT HARMONY BY THE BAY	01-480-000-58999	6,000.00
		TOTAL		6,000.00
		TOTAL CELEBRATION & ENTERTAINMENT		6,000.00
HIGHWAYS - GENERAL				
19880	STURGEON BAY UTILITIES	1536 EGG HARBOR RD TRFC LIGHTS	01-499-000-58000	35.50

INVOICES DUE ON/BEFORE 04/17/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
19880		N 14TH AVE & EGG HBR RD TRFC	01-499-000-58000	35.50
19880		WS TRAFFIC LIGHTS	01-499-000-58000	35.50
19880		ORNAMENTAL ST LIGHTS	01-499-000-58000	6,336.92
19880		OVERHEAD ST LIGHTS	01-499-000-58000	9,581.28
19880		808 S DULUTH AVE	01-499-000-58000	8.68
19880		WALNUT DR & LANSING SIGN	01-499-000-58000	8.98
19880		EAST SIDE DOCK	01-499-000-58000	65.06
19880		SHIPYARD DEVELOPMENT	01-499-000-58000	397.87
19880		OLD HWY RD SIGN	01-499-000-58000	18.96
		TOTAL		16,524.25
		TOTAL HIGHWAYS - GENERAL		16,524.25
PARK & RECREATION ADMIN				
03767	STAPLES ADVANTAGE	ENVELOPES, PAPER, INK CARTS	01-500-000-51950	102.56
04696	DOOR COUNTY TREASURER	03/12 INTERNET	01-500-000-56700	3.75
		TOTAL		106.31
		TOTAL PARK & RECREATION ADMIN		106.31
PARKS AND PLAYGROUNDS				
02960	C & W AUTO	BLOWER MOTOR	01-510-000-54999	45.00
03075	CARQUEST OF DOOR COUNTY	OIL	01-510-000-54999	6.48
04545	DOOR COUNTY COOPERATIVE	JOINT WASH & SEALANT	01-510-000-54999	8.35
04575	DOOR COUNTY HARDWARE	HOSE	01-510-000-54999	4.29
04575		KEY	01-510-000-54999	1.98
04575		FASTNERS	01-510-000-54999	6.95
04575		SUPPLY FAUCET	01-510-000-54999	8.98
04575		BATTERY	01-510-000-54999	13.99
04575		WAX RING, FLANGE, TOILET SEAT	01-510-000-54999	10.47
04966	EAGLE MECHANICAL INC	CLOSET FLANGE	01-510-000-54999	8.38
11800	KRUEGER IMPLEMENT INC	RAKE WHEEL PARTS	01-510-000-54999	50.76
23895	WRIGHT INDUSTRIAL SUPPLY, INC	2 CASES PRIME AIR DEODORIZERS	01-510-000-51850	172.32
WARNER	WARNER-WEXEL WHOLESALE &	PAPER & CLEANING SUPPLIES	01-510-000-51850	558.39
WEYERS	WEYERS EQUIPMENT, INC	IGNITION SWITCH	01-510-000-54999	9.50
		TOTAL		905.84
		TOTAL PARKS AND PLAYGROUNDS		905.84
BALLFIELDS				
02227	BEACON ATHLETICS	FREIGHT FOR BATTING CAGE	01-520-000-54999	310.00
04545	DOOR COUNTY COOPERATIVE	GRASS SEED	01-520-000-56500	100.00
04545		GRASS SEED	01-520-000-56500	215.00
04575	DOOR COUNTY HARDWARE	MOP	01-520-000-54999	5.98
04575		KEYS	01-520-000-54999	17.88
04575		DEADBOLT	01-520-000-54999	36.99
13150	MASTERCRAFT WELDING SYSTEM	FENCE MATERIAL	01-520-000-54999	47.30

INVOICES DUE ON/BEFORE 04/17/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
13150		FENCE MATERIAL	01-520-000-54999	80.00
19860	STURGEON BAY SAND & GRAVEL	QUARRY WASH	01-520-000-52500	21.12
19860		QUARRY WASH	01-520-000-52500	22.56
FORTRESS	FORTRESS FENCE	FURNISH & INSTALL POST	01-520-000-54999	3,395.00
TOTAL				4,251.83
TOTAL BALLFIELDS				4,251.83
BEACHES				
23661	WI DEPT OF NATURAL RESOURCES	RAKING SUNSET BEACH REM ZEBRA	01-540-000-52500	300.00
TOTAL				300.00
TOTAL BEACHES				300.00
MUNICIPAL DOCKS				
18799	PATTERSON MEDICAL SUPPLY	8 ANCHORAGE AREA BOUYS	01-550-000-58999	1,032.00
18799		SHIPPING	01-550-000-58999	150.00
23661	WI DEPT OF NATURAL RESOURCES	SAWYER BOAT LAUNCH MAINTENANCE	01-550-000-58999	50.00
TOTAL				1,232.00
TOTAL MUNICIPAL DOCKS				1,232.00
WATERFRONT PARKS & WALKWAYS				
04575	DOOR COUNTY HARDWARE	WIRE ROPE CLIP	01-570-000-54999	0.69
04575		BATTERY	01-570-000-54999	11.99
04575		CEMENT & Y PVC	01-570-000-54999	32.47
19880	STURGEON BAY UTILITIES	W LARCH WALKWAY LIGHTS	01-570-000-56150	106.46
19880		W LARCH PARKING LOT	01-570-000-56150	45.97
19880		48 KENTUCKY ST WTR FRT	01-570-000-56150	192.16
19880		107 N 1ST AVE MARINA/RESTROOMS	01-570-000-56150	52.21
19880		107 N 1ST AVE MARINA/RESTROOMS	01-570-000-58650	194.94
19880		N 1ST AVE PARKING RAMP	01-570-000-56150	349.35
SEPTIC	SEPTIC MAINTENANCE OF DOOR CTY	PKNG STRUCTURE STORM SYS REPR	01-570-000-58999	980.10
TOTAL				1,966.34
TOTAL WATERFRONT PARKS & WALKWAYS				1,966.34
EMPLOYEE BENEFITS				
02274	BENEFIT ADVANTAGE INC.	COBRA FEES	01-600-000-50510	25.00
03780	COUNSELING ASSOCIATES OF DC	MONTHLY EAP	01-600-000-56553	150.83
23674	WISCONSIN DEPT OF WORFORCE	03/12 UNEMPLOYMENT	01-600-000-50370	189.00
TOTAL				364.83
TOTAL EMPLOYEE BENEFITS				364.83

INVOICES DUE ON/BEFORE 04/17/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
COMMUNITY & ECONOMIC DEVLPMT				
04696	DOOR COUNTY TREASURER	03/12 INTERNET	01-900-000-56700	5.00
17700	QUILL CORPORATION	ENVELOPES, INK CARTS	01-900-000-51950	65.45
TOTAL				70.45
TOTAL COMMUNITY & ECONOMIC DEVLPMT				70.45
TOTAL GENERAL FUND				87,614.14
CAPITAL FUND				
PATROL				
DIVE	DIVE RIGHT IN SCUBA, INC	PULLOVER RING SYS & RBR GLOVES	10-215-000-59999	229.44
TOTAL				229.44
TOTAL PATROL				229.44
STORM SEWERS				
EXPENSE				
19880	STURGEON BAY UTILITIES	TELEVISED 4TH AVE STORM SEWER	10-300-000-59115	277.50
TOTAL EXPENSE				277.50
TOTAL STORM SEWERS				277.50
BALLFIELDS				
EXPENSE				
FORTRESS	FORTRESS FENCE	NET POSTS/OUTFLD FENCE REPR	10-520-000-59075	5,221.00
TOTAL EXPENSE				5,221.00
TOTAL BALLFIELDS				5,221.00
TOTAL CAPITAL FUND				5,727.94
CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
04696	DOOR COUNTY TREASURER	03/12 INTERNET	21-000-000-56700	100.00
TOTAL CABLE TV / GENERAL				100.00
TOTAL CABLE TV / GENERAL				100.00
TOTAL CABLE TV				100.00
TOURISM FUND				
TOURISM COMMITTEE / GENERAL				
TOURISM COMMITTEE / GENERAL				

INVOICES DUE ON/BEFORE 04/17/2012

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE	

TOURISM FUND					
TOURISM COMMITTEE / GENERAL					
TOURISM COMMITTEE / GENERAL					
19085	SCHENCK BUSINESS SOLUTIONS	2011 AUDIT	24-000-000-55150	1,500.00	
				TOTAL TOURISM COMMITTEE / GENERAL	1,500.00
				TOTAL TOURISM COMMITTEE / GENERAL	1,500.00
				TOTAL TOURISM FUND	1,500.00
TID #3 DISTRICT					
TID #3 DISTRICT					
16555	PINKERT LAW FIRM, LLP	02/12 T3 LEGAL	27-330-000-55001	516.00	
				TOTAL	516.00
				TOTAL TID #3 DISTRICT	516.00
				TOTAL TID #3 DISTRICT	516.00
SOLID WASTE ENTERPRISE					
SOLID WASTE ENTERPRISE FUND					
SOLID WASTE ENTERPRISE FUND					
03075	CARQUEST OF DOOR COUNTY	HEATER CONTROL	60-000-000-53000	152.94	
03075		WASH	60-000-000-53000	11.38	
DC WASTE	DOOR COUNTY WASTE & RECYCLING	159.95 TONS GARBAGE	60-000-000-58300	9,190.93	
DC WASTE		COMINGLED & PAPER	60-000-000-58350	1,355.82	
LODAL	LODAL , INC	2 THROTTLE RETURN SPRINGS	60-000-000-53000	27.11	
				TOTAL SOLID WASTE ENTERPRISE FUND	10,738.18
				TOTAL SOLID WASTE ENTERPRISE FUND	10,738.18
				TOTAL SOLID WASTE ENTERPRISE	10,738.18
				TOTAL ALL FUNDS	106,196.26

MANUAL CHECKS

City of Sturgeon Bay 03/26/12 Check #70166 WEDC Grant 01-199-000-58950	\$ 25,250.00
--	--------------

TOTAL MANUAL CHECKS	\$ 25,250.00
----------------------------	---------------------

INVOICES DUE ON/BEFORE 04/17/2012

VENDOR # NAME ITEM DESCRIPTION ACCOUNT # AMOUNT DUE

SUMMARY OF FUNDS:

GENERAL FUND	87,614.14	112,864.14
CAPITAL FUND	5,727.94	
CABLE TV	100.00	
TOURISM FUND	1,500.00	
TID #3 DISTRICT	516.00	
SOLID WASTE ENTERPRISE	10,738.18	
TOTAL --- ALL FUNDS	-106,196.26	131,446.26

March 10, 2012 *Jamie Cheyfe*
MARCH 10, 2012 *Richard On*
MARCH 10, 2012 *Larry F. Wieg*

* Committee inadvertently signed with
march date, it should be April 10, 2012.

A meeting of the Common Council was called to order at 7:00 p.m. by Mayor Birmingham. The Pledge of Allegiance was recited. Roll call: Ald. Wiegand, Vandertie, Lodl, Abeyta, Stutting, Fett, and Schlicht we present.

Abeyta/Schlicht to adopt agenda moving items 7.f., 7.g., and 7.h. from consent to regular agenda. Carried with Wiegand voting no.

The Mayor presented a proclamation designating 4/11/12 as Door County Altrusa Awareness Day, to the Door County Altrusa Club members.

Abeyta/Schlicht to approve following bills: General Fund – \$107,104.36, Capital Fund - \$270.00, Cable TV - \$4,691.66 and Solid Waste Enterprise - \$2,014.33 for a grand total of \$114,080.35. Roll call: All voted aye. Carried.

Schlicht/Stutting to approve consent agenda:

- a. Approval of 3/20/12 regular Common Council minutes.
- b. Approval of the following minutes:
 - (1) Sturgeon Bay Utility Commission – 2/13/12
 - (2) Finance/Purchasing & Building Committee – 3/13/12
 - (3) Waterfront Design Review Board – 3/14/12
 - (4) Personnel Committee – 3/14/12
 - (5) Personnel Committee Closed Session – 3/14/12
 - (6) City Plan Commission – 3/14/12
 - (7) Parking & Traffic Committee – 3/19/12
 - (8) Committee of the Whole – 3/19/12
 - (9) Personnel Committee – 3/21/12
 - (10) Personnel Committee Closed Session – 3/21/12
 - (11) City Plan Commission – 3/21/12
 - (12) Park & Recreation Committee/Board – 3/28/12
- c. Consideration of: Beverage Operator License.
- d. Resolution re: Disallowance of claim resolution for Rose Wodack.
- e. Finance/Purchasing & Building Committee re: Write-off the 2010 delinquent personal property taxes due in 2011 in the amount of \$785.41 and to publish the list in the Door County Advocate.
- f. ~~Parking & Traffic Committee recommendation re: Close 3rd Avenue from Oregon Street to Pennsylvania Street and Pennsylvania Street from 3rd Avenue to the alley for a period of one hour prior to and one hour after the Harmony by the Bay concerts. Removed from consent and placed on regular agenda.~~
- g. ~~Parking & Traffic Committee recommendation re: Charge John Martin Restaurant located at 50 South 3rd Avenue a fee of \$100 per stall for two stalls in lieu of parking. Removed from consent and placed on regular agenda.~~
- h. ~~Park & Recreation Committee & Board recommendation re: Proposed skateboard park be located in the southeast corner of the Westside Field property, near the corner of Madison Street and West Spruce Street. Removed from consent and placed on regular agenda.~~

Carried.

There were no Mayoral appointments.

Mayor Birmingham explained the next item was placed on the agenda as a recommendation from Committee of the Whole to consider amending Chapter 13 of the Municipal Code and to direct staff to bring back Chapter 13 to give the Common Council more control including the options of eliminating the Utility Commission, and creating a strong Council Commission. Schlicht/Abeyta to amend Sections 13.01 (1), (2) and (3) of the Municipal Code to change the financial responsibility and membership of the Sturgeon Bay Utility Commission to the Mayor, three Council persons and three at large members effective October 1, 2012. Ald. Fett reviewed the accomplishments, reliability, safety record, and professionalism of the Utilities, expressed support of current structure and made recommendations to bridge communication gap. The City Attorney presented ordinance examples for either strong commission or committee structure. Discussion followed regarding Council accountability and joint communication. Roll call: Schlicht, Wiegand, Lodl, and Abeyta voted aye. Fett, Vandertie, and Stutting voted no. Carried.

Abeyta/Stutting to read ordinance repealing and recreating Section 15.01(5) of the Municipal Code – Building Regulations, in title only for the first reading. Carried.

RECOMMENDATION

We, the City Plan Commission, hereby recommend approval of the Preliminary Planned Unit Development (PUD) for the Cottages at Deer Run Village, based upon the revised plans.

CITY PLAN COMMISSION

By: Dan Wiegand, Chr.

Introduced by Wiegand. Wiegand/Lodl to adopt. Community Development Director Olejniczak reviewed project. Carried.

RECOMMENDATION

We, the City Plan Commission hereby recommend temporary agricultural use for one year for the Jeff Uecker property, located east of Evening Shadows Subdivision and fronting on Barrick Road, subject to the following conditions:

1. Only plantings of grass, hay or alfalfa crops are allowed.
2. Any soil on the streets from farm machinery must be cleaned up.
3. Maintain a 25' buffer along the west and south property line.

CITY PLAN COMMISSION

By: Dan Wiegand, Chr.

Introduced by Wiegand. Wiegand/Abeyta to adopt. Council discussed crops, chemical/fertilizer use, and proximity to residences. Roll call: Wiegand, Vandertie, Abeyta, and Fett voted aye. Schlicht, Lodl and Stutting voted no. Carried.

RECOMMENDATION

We the City Plan Commission, hereby recommend to approve the Final Planned Unit Development for the Door County Maritime Museum, located at 120 N. Madison Avenue, subject to the attached PUD parameters.

CITY PLAN COMMISSION

By: Dan Wiegand, Chr.

Introduced by Wiegand. Wiegand/Fett to adopt. Carried with Lodl voting no.

Wiegand read ordinance to rezone property from Two-Family Residential (R-3) to Planned Unit Development (PUD) subject to the site plan and requirements – Door County Maritime Museum. Wiegand/Schlicht to accept for first reading. Carried with Lodl voting no.

RECOMMENDATION

We, the Parking and Traffic Committee, hereby recommend to close 3rd Avenue from Oregon Street to Pennsylvania Street and Pennsylvania Street from 3rd Avenue to the alley for a period of 1 hour prior to and 1 hour after the Harmony by the Bay Concerts.

PARKING & TRAFFIC COMMITTEE

By: Robert Schlicht, Chr.

Introduced by Schlicht. Schlicht/Fett to adopt. After review of details and background, motion carried.

RECOMMENDATION

We, the Parking and Traffic Committee, hereby recommend to charge John Martin Restaurant located at 50 S. 3rd Avenue a fee of \$100 per stall for two stalls in lieu of parking.

PARKING & TRAFFIC COMMITTEE

By: Robert Schlicht, Chr.

Introduced by Schlicht. Schlicht/Vandertie to adopt. Fee basis was discussed. Carried.

RECOMMENDATION

We, the Park and Recreation Committee and board hereby recommend the proposed skateboard park be located in the southeast corner of the Westside Field property, near the corner of Madison Avenue and W. Spruce Street.

PARK AND RECREATION COMMITTEE & BOARD

By: Danny Wiegand, Chr.

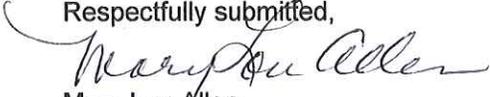
Introduced by Wiegand. Wiegand/Vandertie to adopt. Municipal Services Supt. Bordeau provided background and answered questions. Ald.Stutting was excused at 8:04 p.m. Discussion continued. Carried.

No one spoke during public comment.

The Mayor made his comments.

Schlicht/Abeyta to adjourn. Carried. The meeting adjourned at 8:10 p.m.

Respectfully submitted,



Mary Lou Allen
Assistant City Administrator

Regular Meeting
March 12th, 2012

President Stewart Fett called the regular meeting of the Utilities Commission to order at 5:31 p.m. at the Sturgeon Bay Utilities office. Roll call: President Stewart Fett, Vice-President Bernard Ellenbecker, Secretary Gary DeNamur, Mayor Thad Birmingham and Commissioner David Phillips were present. Commissioners James Abeyta and Matt Felhofer were excused. Also present were General Manager James Stawicki, Operations Manager Cliff White and Electric Supervisor Jason Bieri.

Ellenbecker/Birmingham to adopt the agenda (complete copy on file at the Utility office). Motion carried.

Phillips/Birmingham to approve the minutes of the regular meeting held on February 13th, 2012. Motion carried.

The next item of business was United Water's presentation to the Commission regarding their accomplishments for 2011 and goals for 2012. Andrew Reid of United Water highlighted operations for the last year as well as continuing education in safety. Future challenges and opportunities were also discussed.

The Commission proceeded to review the bills for February in the amount of \$1,616,954.77. Fett/Ellenbecker to approve payment of the bills. Motion carried.

The January 2012 financials were presented. Phillips/Birmingham to accept the financials subject to audit. Motion carried.

General Manager Stawicki reported on the current investments and their allocations. No formal action was taken.

Discussion and consideration of payment-in-lieu-of-tax (PILOT) was the next item of business. The annual PILOT payment SBU contributes to the City has been a fixed amount since 2002 as a result of a resolution adopted by the City Council. The annual fixed amount of \$639,833 is calculated by multiplying the assessed value of SBU's assets by the combined local and school tax rate, net of state credits. This amount is compared to the "floor" or minimum amount to be paid. Prior to 2010, SBU calculated PILOT has been less than the floor established in 1994. Currently, the PILOT exceeds the amount fixed by the 2002 resolution. Staff recommends the resolution be revised to maintain the "floor" while removing the "ceiling" that was established by the resolution. Commissioner Ellenbecker suggested bringing the item back next month so all Commissioners have a chance to discuss. GM Stawicki will contact excused Commissioners and provide them with any information. The item was postponed to next month's meeting.

Next was consideration of Redwood tank mixing system. Last year, SBU purchased and installed a mixing system at Yew Street tower to address icing and stagnant water conditions. Recent interior inspection of the Redwood tower has shown structural and coating system damage from ice formation. To address the problem, staff recommends installing the same Yew Street mixing system at Redwood tower for the amount of \$28,125.00. DeNamur/Birmingham to accept the bid from Utility Service Inc for \$28,125.00. Motion carried.

Consideration of I & I monitoring services for 2012 was next on the agenda. In the spring of 2011, SBU conducted an initial assessment of the sanitary sewer collection system by collecting flow data across the entire system. The results indicate that the area generally described as the eastern half of the eastern service area was impacted the most by inflow and infiltration. At that time, staff proposed additional monitoring of this area to further identify areas of concern and in need of repair. A proposal from McMahon Group to complete the

monitoring was requested and received. Phillips/Fett to accept the proposal from McMahon Group for \$22,220.00. Motion carried.

Operations report was presented by Operations Manager White. Abeyta/Birmingham to accept the Operations Report for February. Motion carried.

The next item of business was the General Manager's report.

- a. Adjustments for the month
- b. Update on projects
 - 1. Athletic field lighting
 - 2. Public fire protection filing
 - 3. Public Power

Ellenbecker/Birmingham to adjourn. Motion carried. The meeting adjourned at 7:15 p.m.

Gary DeNamur
Secretary

Approved for publication:

Stewart Fett
President

James Stawicki
General Manager

Date: _____

Date: _____

FIRE AND POLICE COMMISSION

March 19, 2012

A meeting of the Fire and Police Commission was called to order at 6:00 p.m. by Commission President, Michael Van Dyke, in the Community Room at the Sturgeon Bay Municipal Building.

Roll Call: Commission members Mike VanDyke, Charles Brann, Dave Poulton and Barbara Herdina (via Skype) were present. Also present was Fire Chief Herlache. Commissioner Steve VanKirk was excused.

Adoption of agenda: Moved by Commissioner Brann and seconded by Commissioner Poulton to accept the agenda as is. All ayes. Motion carries.

Convene in Closed Session: Moved by Commissioner Poulton and seconded by Commissioner Brann to convene into closed session for the consideration of interviews for Assistant Fire Chief. All ayes. Motion carries. **Roll Call:** Commission members Mike VanDyke, Charles Brann, Dave Poulton and Barbara Herdina (via Skype) were present. Also present was Fire Chief Herlache.

- The Commission interviewed the candidates for Assistant Fire Chief.

Reconvene in Open Session: Moved by Commissioner Brann seconded by Commissioner Poulton to reconvene into open session to take formal action upon the hire of the Assistant Fire Chief position. All ayes. Motion carries.

Establish Hire of the Assistant Fire Chief position: Commissioner Brann made the motion to create an eligibility list of one person from the list of candidates. That one person being Tim Dietman. The Commission approves the promotion of Tim Dietman as Assistant Fire Chief with a one year probationary period from date of hire subject to his acceptance. The motion was seconded by Commissioner Poulton. All ayes. Motion carries.

Set Date for Next Meeting: The next meeting of the Police and Fire Commission will be discussed through e-mail. This meeting will be held in conjunction with the interviews for the Part-Time Firefighter open positions.

Adjourn: Moved by Commissioner Poulton and seconded by Commissioner Brann to adjourn. All ayes. Motion carries. Time of 9:15 p.m.

Respectfully submitted,
Sarah Spude-Olson, Police Assistant
April 2, 2012 at 10:30 a.m.

FINANCE/PURCHASING & BUILDING COMMITTEE
March 27, 2012

A meeting of the Finance/Purchasing & Building Committee was called to order at 7:00 p.m. by Vice-Chairperson Wiegand in Council Chambers, City Hall. Roll call: Alderperson Wiegand and Alderperson Schlicht were present. Alderperson Abeyta was excused. Also present: Alderperson Fett, Alderperson Vandertie, City Administrator McNeil, Public Works/Park and Recreation Superintendent Bordeau, City Engineer Depies, members of the general public, and Office/Accounting Assistant II Flinn.

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

1. Roll call.
2. Adoption of agenda.
3. Consideration of: Request of Bonnie Brooke Gardens re: Storm Water Detention.
4. Consideration of: Purchase of Refuse Carts.
5. Consideration of: Chemical Herbicide for Bay of Sturgeon Bay.
6. Consideration of: Launch fees.
7. Review of unfinished business list.
8. Review bills.
9. Adjourn.

Carried.

Request of Bonnie Brooke Gardens re: Storm Water detention was the first item discussed. Ben Miller, owner of Bonnie Brooke Gardens, stated that the area south of their greenhouse and parking lot on Fourteenth Avenue is a waste area that is not conducive to planting because of the varied conditions from wet in the spring to very dry in the summer. He is proposing to landscape the area and add flood protection for the public sidewalk along Fourteenth Avenue. In the spring, water generally flows over the sidewalk to the road. Mr. Miller is asking the City to pay for the installation of the drain from the retention area, as well as the cost of reconnecting the retention area to the existing storm inlet, and waive the storm sewer connection fees. The approximate total is \$1,430.00, which is the actual cost of installing the lateral.

City Administer McNeil commented that City staff is in favor of this project. The expense will not be reimbursed to Mr. Miller until the project is completed and inspected. Moved by Alderperson Schlicht, seconded by Alderperson Wiegand to recommend to the Common Council to reimburse Mr. Ben Miller, owner of Bonnie Brooke Gardens, for the installation of the drain from the retention area, as well as the cost of reconnecting the retention area to the existing storm inlet, and waive the storm sewer connection fees in the area south of their greenhouse and parking lot on Fourteenth Avenue, totaling \$1,430.00, to be paid after project is completed and inspected. Carried.

Purchase of refuse carts was the next item discussed. Mr. McNeil went through the spreadsheet that was included in the agenda. He stated that it only seems logical, since all the carts have the same warranty to go with the vendor that has the lowest cost to the City. The City will send a form to each residence to choose whether they would like a 96 gallon or a 64 gallon cart. Residents that do not return the form within the specific time frame will automatically receive one 96 gallon cart for garbage and one 96 gallon cart for recycling. Moved by Alderperson Schlicht to approve the proposal from Cascade Cart Solutions for the purchase of the refuse carts at a cost of \$42.00 for 96 gallon carts and \$36.00 for 64 gallon carts. Motion failed due to lack of second.

Alderperson Vandertie asked if residents would be able to get a smaller cart if they wished to. Public Works/Park and Recreation Superintendent Bordeau replied that the City is offering 96 or 64 gallon carts. Once the final decisions are made, if a resident would like to purchase a smaller size they can contact Municipal Services and they will give them the information to order a smaller size at their own cost. Laurie Schreiner of Cascade Cart Solutions commented that there is a minimum order for the carts and the freight needs to be considered before smaller orders are placed. She added that less than 1% of communities have requested smaller size carts.

Alderperson Fett stated that it has been discussed that the City would get a few samples of the different size carts and put them on display at different public places for residents to see the difference in the sizes and the ease of maneuverability before they choose which size they want. The Committee agreed that could be done once the final decisions are made by the full Council. Moved by Alderperson Schlicht, seconded by Alderperson Wiegand to recommend to the Common Council to accept the bid from Cascade Cart Solutions for refuse carts at a cost of \$42.00 for 96 gallon carts and \$36.00 for 64 gallon carts. Carried.

Public Works/Park and Recreation Superintendent Bordeau led the discussion on Chemical Herbicide for Bay of Sturgeon Bay. He stated that this is the annual treatment for the marinas and boat launches in the City. Most of the cost is reimbursed to the City by the property owners. The City received the following bids:

Aquatic Biologists, Inc.	\$ 330.00 per acre
	<u>\$ 330.00</u> per acre for second application
	\$16,520.00 total
Lake and Pond Solutions, LLC	<u>\$ 300.00</u> per acre no charge for second application
	\$15,000.00 total
Nature Care Ecological	\$ 793.00
Santec	\$ 298.98 per acre
	<u>\$ 298.98</u> for second application
	\$14,107.03 total

Moved by Alderperson Wiegand, seconded by Alderperson Schlicht to recommend to Common Council to accept the bid from Santec for spraying of aquatic vegetation in the Bay of Sturgeon Bay in the amount of \$14,107.03. Carried.

Launch fees was the next item discussed. Gary Nault requested this item be placed on the agenda for discussion. Mr. Nault stated that he has heard many comments from other fishermen that they feel that the launch fees seem to be a little high compared to the surrounding areas. He added that the City and the County are the only communities in the area that charge tax on top of the launch fee. He also stated that some areas give a discount or even allow senior citizens a launch pass at no cost. He suggested that the City lower their launch fees to \$6.00 for a daily pass, \$35.00 for an annual resident pass, and \$60.00 for a non-resident pass and to include the tax in the fee.

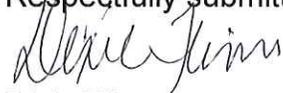
Tax is charged in all communities. The communities that include the tax in the fee back the tax out of the fee before they actually ring it up. Alderperson Wiegand stated that the last time the launch fees were raised was in 2002. At Sawyer Park, there is staff member available daily from May through mid-October and a very nice fish cleaning station with a grinder. Public Works/Park and Recreation Superintendent Bordeau stated that there are funds available in the Dock and Harbor Outlay Reserve for upkeep and maintenance at the launching areas located in the City. Alderperson Wiegand stated that all recreational fees have gone up with the budget restraints. No action was taken.

The Committee reviewed the unfinished business list.

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

Moved by Alderperson Schlicht, seconded by Alderperson Wiegand to adjourn. Carried. The meeting adjourned at 8:36 p.m.

Respectfully submitted,



Dixie Flinn
Office/Accounting Assistant II

A meeting of the Personnel Committee was called to order at 5:33 p.m. by Chairperson Vandertie in the 2nd floor conference room, City Hall. Roll call: Members Vandertie and Abeyta were present. Member Stutting was excused. Also present: Mayor Birmingham, Ald. Schlicht, City Administrator McNeil, Fire Chief Herlache, Firefighter Tim Dietman, and Assistant City Administrator Allen.

Moved by Mr. Vandertie, seconded by Mr. Abeyta to adopt the following agenda:

1. Call to order.
2. Roll call.
3. Adoption of agenda.
4. Consideration of: Assistant Fire Chief compensation.
5. Adjourn.

Carried.

Chief Herlache reported that Firefighter Tim Dietman was chosen by the Fire and Police Commission to be the next Assistant Fire Chief. The annual salary of \$66,896.79 approved in the 2012 budget, which is consistent with the second in command in the Police Department, along with benefits in accordance with the Administrative Employee Handbook is what the Chief wants to establish for the position.

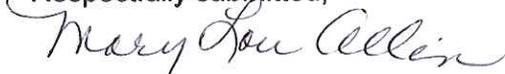
At the December 7, 2011 Personnel Committee the Chief said due to budgetary concerns, he would like to hold off filling the position with a starting date no later than July 1, 2012. At that meeting, along with authorizing him to fill full and part-time positions, the Committee authorized him to proceed with hiring an Assistant Fire Chief leaving the hiring date up to his discretion. Unless there are unforeseen circumstances, Mr. Dietman will be hired as Assistant Chief on July 1st. Although not necessary, as the City's Human Resource Policy authorizes hiring if budgeted and only requires approval of the Personnel Committee Chair and City Administrator for positions below department head level, he brought it to the Committee so the Council members would be informed.

Recent internal promotions were discussed and it was noted that establishing compensation hasn't been consistent. Examples are that one had a step increase to reach top salary but no annual increase, and two others started at the top salary. Mr. Schlicht asked that the Committee look at establishing a standard method for determining compensation in the future such as ranges, steps, floors or ceilings for all salaried positions. Mr. Abeyta said when establishing salaries, overtime in the former position was part of the decision making process so as not to penalize an employee for advancement. The City Administrator said the market dictates compensation when filling a position from outside, but promotions have internal considerations. Mr. Vandertie said this would be placed on the next agenda.

The Committee decided that even though not required, to forward a recommendation to the Council on the consent agenda. Moved by Mr. Abeyta, seconded by Mr. Vandertie to recommend to the Council to establish the annual salary for Assistant Fire Chief Tim Dietman at \$66,896.79 along with benefits in accordance with the Administrative Employee Handbook, and to recognize that Assistant Fire Chief Dietman will serve a one year probationary period during which time he can be returned to, or choose to return to his previous position as a Firefighter. Carried.

Moved by Mr. Abeyta, seconded by Mr. Vandertie to adjourn. Carried. The meeting adjourned at 5:53 p.m.

Respectfully submitted,



Mary Lou Allen
Assistant City Administrator

CITY OF STURGEON BAY
INSPECTION DEPARTMENT
March 31, 2012

THE FOLLOWING IS THE MONTHLY SUMMARY OF THE ACTIVITIES OF THE INSPECTION DEPARTMENT FOR THE MONTH OF MARCH 2012.

March-12	YEAR TO DATE		March-12	YEAR TO DATE
0	0	ONE FAMILY DWELLINGS	-----	-----
0	0	TWO FAMILY DWELLINGS	-----	-----
0	0	MULTIPLE FAMILY DWELLINGS	-----	-----
0	0	DUPLEX CONVERTED TO TRI-PLEX	-----	-----
0	0	C.B.R.F.	-----	-----
1	1	RESIDENTIAL ADDITIONS	100,000	100,000
4	9	RESIDENTIAL ALTERATIONS	43,200	123,500
1	1	RESIDENTIAL GARAGES/CARPORTS	26,000	26,000
0	0	RESIDENTIAL GARAGE ADDITIONS & ALTERATIONS	-----	-----
0	0	RESIDENTIAL STORAGE BUILDINGS	-----	-----
0	0	RESIDENTIAL SWIMMING POOLS	-----	-----
0	0	NON-RESIDENTIAL SWIMMING POOLS	-----	-----
0	0	NEW COMMERCIAL BUILDINGS	-----	-----
0	1	NON-RESIDENTIAL GARAGES & STORAGE BUILDINGS	-----	4,800
1	1	NON-RESIDENTIAL ADDITIONS	264,000	264,000
4	6	NON-RESIDENTIAL ALTERATIONS	92,500	105,500
0	0	MUNICIPAL BUILDINGS	-----	-----
0	0	WAREHOUSES	-----	-----
0	0	FACTORY & SHOP	-----	-----
0	0	COMMUNICATION TOWER	-----	-----
0	0	SUBSTATION	-----	-----
0	0	AGRICULTURAL BUILDINGS	-----	-----
<hr/>				
11	19			
		TOTAL ESTIMATED COST OF CONSTRUCTION	\$525,700	623,800

March-12	YEAR TO DATE	TOTAL PERMITS ISSUED	March-12	YEAR TO DATE
11	19	BUILDING PERMITS	1,351	1,848
8	21	ELECTRICAL PERMITS	330	974
7	14	PLUMBING PERMITS	385	704
2	7	HEATING PERMITS	90	491
9	72	SIGN PERMITS	270	2,160
0	0	MISCELLANEOUS PERMITS	-----	-----
0	0	SUMP PUMP PERMITS	-----	-----
0	2	ELECTRICIAN LICENSES	-----	33
1	1	EARLY STARTS	275	275
1	1	EROSION CONTROL	50	50
0	0	STATE PLAN APPROVALS	-----	-----
0	0	PARK & PLAYGROUND PAYMENTS	-----	-----
0	0	WISCONSIN PERMIT SEALS	-----	-----
0	0	ZONING BOARD OF APPEALS APPLICATIONS	-----	-----
1	1	ZONING CHANGES/P.U.D. APPLICATIONS	545	545
1	2	PLAN COMMISSION - CONDITIONAL USES	300	600
0	3	CERTIFIED SURVEY MAP REVIEWS	-----	250
0	0	SUBDIVISION PLATTING REVIEW	-----	-----
0	0	MISCELLANEOUS REVENUE	-----	-----
0	0	(COPIES, POSTAGE, SALE OF MAPS, ETC.)	-----	-----
0	0	RESIDENTIAL BUILDINGS MOVED	-----	-----
0	0	NON-RESIDENTIAL BUILDINGS MOVED	-----	-----
0	0	CHANGE OF USE	-----	-----
0	0	RESIDENTIAL OCCUPANCY FEES	-----	-----
1	1	COMMERCIAL OCCUPANCY FEES	50	50
0	0	PIER PERMIT	-----	-----
0	0	DEMOLITION	-----	-----
0	0	REINSPECTION FEE	-----	-----
0	0	BLASTING	-----	-----
<hr/>				
		TOTAL RECEIPTS DEPOSITED WITH CITY TREASURER	\$3,646.00	\$7,980.00

Cheryl Nault
Cheryl Nault
Building Inspection Dept.



Tim 8c2.
Herlache
Fire Chief

CITY of STURGEON BAY FIRE DEPARTMENT

421 Michigan St
Sturgeon Bay, WI 54235

920-746-2916
920-746-2905 FAX
Email: therlache@sturgeonbaywi.org

TO: The Honorable Mayor Thad Birmingham and Common Council
FROM: Fire Chief Tim Herlache *T.H.*
SUBJECT: March 2012 Monthly Fire Report
DATE: April 11, 2012

I submit the following report of activities for the Sturgeon Bay Fire Department for the month of March 2012.

CALLS FIRE DEPARTMENT RECEIVED: 81

<u>CITY CALLS:</u>	<u>73</u>	<u>Type of Call:</u>	<u>COUNTRY CALLS:</u>	<u>8</u>
East Side Calls:	<u>54</u>	Fire	Town of Sevastopol:	<u>4</u>
West Side Calls:	<u>19</u>	EMS	Town of Sturgeon Bay:	<u>3</u>
			Nasewaupee:	<u>1</u>

CALLS PER DAY:

Monday	10
Tuesday	13
Wednesday	12
Thursday	12
Friday	13
Saturday	10
Sunday	11

INCIDENT TYPE:

49 – First Responder	1 – Vehicle Accident
1 – Hazardous Condition	1 – Power line Down
1 – Public Service	2 – Brush/Outside/Grass Fire
1 – Lock-Out	1 – False Alarm/False Call
1 – Fire Investigation	4 – Carbon Monoxide Incident
2 – Water/Ice Related Rescue	2 – Vehicle Fire
1 – Smoke Scare/Smoke Odor	3 – Alarm Activation, No Fire
1 – Dumpster Fire	1 – Search for Person on Land
2 – Assist Police	1 – Good Intent Call
2 – Authorized Burning	4 – Citizen Complaint

INPECTION REPORT:

Inspections within the city limits:	<u>225</u>
Number of violations:	<u>74</u>
Inspections outside the city limits:	<u>35</u>
Number of violations:	<u>11</u>
Total number of inspection hours:	<u>160.16 hours</u>

INSPECTION VIOLATIONS:

1 – Hood System Inspection	13 – Corridors/Exits Illuminated	2 – Smoke Detectors
13 – Fire Extinguisher Maintenance	11 – Exit Sign Illumination	4 – Flexible Cord/Cables
3 – Fire Extinguisher Mounting	6 – Fire Extinguisher Required	7 – Covers & Canopies
1 – Electrical Inspection/Maintenance	2 – Compressed Gas Cylinders	1 – Excessive Storage
3 – Interior Wall/Ceiling Finishes	2 – Access to Sprinkler Equipment	1 – Overloaded Outlet
9 – Carbon Monoxide Detectors	4 – Insp/Test/Maint of Sprinklers	1 – Splices
1 – Hood System Cleanliness		

SPECIAL REPORTS, ACTIVITIES AND REPAIRS

FIRE PRACTICE: March's fire practice was held at the Eastside Fire Station. Firefighter reviewed confined space rescue equipment set-up and procedures and practiced with Hip-air SCBA techniques.

PUBLIC SAFETY AND EDUCATION: Firefighters participated in the "St. Patrick's Day" parade; gave a presentation to Kindergartners at Sunset School and participated in "Career Day" at NWTC for Door and Kewaunee Co 8th graders.

TRUCK/STATION MAINTENANCE: Firefighters replaced the fuel filter on unit #4; changed oil/filter on units #5, #8 and #10; changed the transmission fluid/filter on unit #5; repaired a light on unit #8; relocated the gear lockers at the eastside station; repaired the passenger side air horn on tanker #1; repaired the sawzall on unit #4; repaired the back up light on unit #5; took Marine 1 out of storage, launched and readied for use and repaired the air bag alarm on unit #9.

TRAINING: 117.36 hours of training was conducted in March. FF Tim Dietman completed his officer training in Casco and firefighters conducted driver/operator training while on duty.

OTHER: Firefighters participated in; issued one burning permit; witnessed one school fire drill; testing emergency weather sirens; attended various committee meetings at the city and county level and conducted multiple station tours.

Bob Bordeau
Municipal Services Superintendent
835 N. 14th Avenue
Sturgeon Bay, WI 54235



Phone: 920-746-2912
Fax: 920-746-2906
bbordeau@sturgeonbaywi.org

STREET DEPARTMENT WORK COMPLETED

March 2012

- *Plow and salt city streets*
- *Vehicle maintenance*
- *Maintain compost site*
- *Clean catch basins*
- *Sign maintenance*
- *Prune trees around streets and alleys*
- *Sweep city streets*
- *Clean ditch on Bluebird*
- *Grade gravel lots and roads*
- *Close streets and traffic control for St. Patrick's Day Parade*
- *Prepare Kentucky and Louisiana for 2-way traffic – grind and re-paint line markings, change signs*
- *Pick up brush from storm damage*
- *Remove sand barrels*
- *Place rail on west side of Michigan Street bridge*
- *Attend MSHA training*
- *Lawn damage from plowing*
- *Paint handicap parking stall*
- *Put out benches*
- *Clean out flower pots*

Truck Repairs: There were no major truck repairs this month.

Garbage Weights:

Tons of refuse: 159.95
Tons of commingled: 19.64
Tons of paper: 30.05

Rainfall for March was: 2.04 inches
Snowfall for March was: 9.5 inches
Average daily high temperature was: 50.80
Average daily low temperature was: 33.20

OT Hours Worked: 102.50 hours

Providing all residents, businesses and visitors a safe and clean community.

8d.

8d.

BEVERAGE OPERATOR LICENSE

1. Cuellar, Roberto E.

TEMPORARY CLASS B BEER

1. Hispanic Resource Center for Door & Kewaunee County
Agent: Robert E. Cueilar
692 Tacoma Beach Road – Knights of Columbus
Sturgeon Bay, WI 54235
May 5, 2012

2. Aloha Classic, Inc
Agent: John F. McCormick
West Side Ball Field
Sturgeon Bay, WI 54235
May 1, 2012 – November 1, 2012

RESOLUTION

BE IT RESOLVED, by the Common Council of the City of Sturgeon Bay, that the Door County Advocate is hereby designated as the official newspaper of the City of Sturgeon Bay for the year beginning May 1, 2012 and ending April 30, 2013.

* * * * *

Introduced by _____.

Motion made by Alderperson _____, seconded by

Alderperson _____ to adopt.

Passed by the Common Council on this _____ day of _____, 2012.

RESOLUTION DESIGNATING PUBLIC DEPOSITORIES

RESOLVED, the following bank institutions: Baylake Bank, Sturgeon Bay, Wisconsin; Associated Bank and Associated Wealth Management, Sturgeon Bay, Wisconsin; Bank Mutual, Sturgeon Bay, Wisconsin; Citizens Bank, Sturgeon Bay, Wisconsin; North Shore Bank, Sturgeon Bay, Wisconsin; Pioneer Credit Union, Sturgeon Bay, Wisconsin; Raymond James Financial Services, Inc., Sturgeon Bay, Wisconsin; RBC Wealth Management, Sturgeon Bay, Wisconsin; State of Wisconsin Local Government Pooled Investment Fund, Madison, Wisconsin; and the Wisconsin Investment Trust, Milwaukee, Wisconsin qualified as public depositories under Chapter 34 of the Wisconsin Statutes, shall be and are hereby designated, until further action, as public depositories for all public monies coming into the hands of the Treasurer of the City of Sturgeon Bay, Wisconsin, Door County, State of Wisconsin.

RESOLVED FURTHER that draft or order checks drawn on any one of the above named depositories shall be only as provided in Section 66.0607 of the Wisconsin Statutes; that in accordance herewith all draft or order checks shall be signed by the following persons: Mayor, City Clerk, City Treasurer, or the Deputy Clerk or Deputy Treasurer in the absence of the Mayor, Clerk or Treasurer, and shall be so honored.

RESOLVED FURTHER that any transfer orders of the above named depositories shall be signed by two of the following persons: City Treasurer, City Clerk, Deputy Treasurer or Deputy Clerk.

RESOLVED FURTHER, that in lieu of their personal signature(s), the following facsimile signatures, which have been adopted by them as below shown

[Note: Copy with facsimile signatures will be provided to depositories]

may be affixed on such order check(s); that any one of the above named depositories shall be fully warranted and protected in making payment on any order check bearing such facsimile(s) notwithstanding that the same may have been placed thereon without the authority of the designated person or persons.

FURTHER RESOLVED, that a certified copy of this resolution shall be delivered to each of the above named depositories, and said depositories may rely on this resolution until changed by lawful resolution and a certified copy of such resolution has been given to the cashier of the respective above named depositories.

* * * *

Read by _____.

Moved by Alderperson _____, and seconded by Alderperson _____ that said resolution be adopted.

Passed by the Council on the _____ day of _____, 2012.

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Personnel Committee, hereby recommend to establish the annual salary for Assistant Fire Chief Tim Dietman at \$66,896.79 along with benefits in accordance with the Administrative Employee Handbook, and to recognize that Assistant Fire Chief Dietman will serve a one year probationary period during which time he can be returned to, or choose to return to his previous position as a Firefighter.

Respectfully submitted,
PERSONNEL COMMITTEE
By: Ronald A. Vandertie, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: April 4, 2012

* * * * *

Introduced by _____.

Moved by Alderperson _____, seconded by Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2012.

EXECUTIVE SUMMARY

- TITLE:** Assistant Fire Chief Compensation Package
- BACKGROUND:** The 2012 Fire Department Budget included funding for the position of an Assistant Fire Chief. On December 7, 2011 the Personnel Committee approved the hiring of the Assistant Fire Chief on or before July 1, 2012. On March 12, 2012, the Sturgeon Bay Fire and Police Commission promoted Firefighter Tim Dietman to the position of Assistant Fire Chief. The projected start date is July 1, 2012, unless special circumstances occur that would justify an earlier date.
- ANALYSIS:** \$66,896.79 was budgeted for base wages for the Assistant Fire Chief. This amount is equal to that of the Police Department Captain. The base salary for the Fire Chief and the Police Chief are equal. The Police Captain and the Assistant Fire Chief are both second in command of their Departments and share the same responsibilities. It is my recommendation that the Assistant Fire Chief's base salary be equal to the base salary of the Police Department Captain along with the other benefits in accordance with the City of Sturgeon Bay Administrative Employee Handbook. The Fire and Police Commission also placed a one year probationary period on Firefighter Dietman during which time he can be returned to, or choose to return to his position as a Firefighter.
- FISCAL IMPACT:** There will be a surplus to the 2012 Fire Department Budget as this position was funded for the entire year. For fiscal reasons it was decided not to fill this position until July 1, 2012.
- RECOMMENDATION:** Recommend to set the salary for Assistant Fire Chief Tim Dietman at \$66,896.79 along with the other benefits in accordance with the Administrative Employee Handbook and to recognize that Assistant Chief Tim Dietman will serve a one year probationary period during which time he can be returned to, or choose to return to his previous position as a Firefighter.

PREPARED BY:

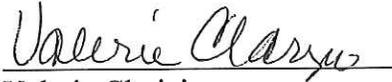


Tim Herlache
Fire Chief

3/29/12

Date

REVIEWED BY:



Valerie Clarizio
Finance Director/City Treasurer

3/29/12

Date

REVIEWED BY:



Mary Lou Allen
Assistant City Administrator

3/29/12

Date

REVIEWED BY:



Steve McNeil
City Administrator

3/29/12

Date

ORDINANCE NO. _____

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

SECTION 1: Section 15.01(5) of the Municipal Code (Building Regulations) of the City of Sturgeon Bay, Wisconsin is hereby repealed and recreated as follows:

(5) *Expiration.* Work contemplated under permits herein granted shall be completed within two years from the date of the permit, except that all permits granted hereunder may be extended by the building inspector for up to one year periods. If the permit is extended, the building inspector shall endorse the permit.

SECTION 2: This ordinance shall take effect on the day after its publication.

Approved:

Thad Birmingham
Mayor

Attest:

Stephanie L. Reinhardt
City Clerk

* Current Ordinance *

BUILDING REGULATIONS

15.01

15.01 Permits generally.

(1) *Applications.* All applications for licenses and permits under this chapter or chapters 16 and 17 of this Municipal Code shall be made to the building inspector and all licenses and permits shall be issued by him/her.

(2) *Permit required.*

- (a) No building or structure or any part thereof shall hereafter be moved, built, enlarged, altered, or demolished, or electrical wiring, plumbing or heating apparatus or fire suppression system as defined by NFPA 301.3.3.28, installed within the city (except as hereafter provided) unless a permit therefor shall be obtained by the owner or agent from the building inspector or the fire department for fire suppression systems. If the required permits have not been obtained prior to commencement of the work, all fees for such permits shall be double the fees listed.
- (b) All work which affects the occupancy, area, structural strength, fire protection, exits, light or ventilation of the building requires a permit. Minimum repairs or alterations which are less than \$500.00 in value (of labor and materials) do not require a permit if they do not affect the occupancy, area, structural strength, fire protection, exits, lights or ventilation of a building.
- (c) Fire protection systems. Any new installations, alterations or additions to any fire suppression system (a fixed system designed to extinguish a fire or substantially reduce the heat release rate of the fire) in a commercial building shall have a third party plan review prior to the issuance for a permit. Copies of the plan review shall be forwarded to the fire department.

(3) *Inspection.* When any work for which a permit is required shall be completed, the person to whom the permit is issued shall immediately notify the building inspector and no such work shall be covered or concealed until a certificate of inspection has been issued by him/her. Such certificate of inspection shall be issued only after all work under a permit shall have been completed in accordance with the requirements of city ordinances and the state code applicable thereto and after a personal inspection of the work has been made by the building inspector.

(4) *Permit fees.* Fees for permits required under all subsections of this chapter shall be established by resolution of the common council.

* (5) *Expiration.* Work contemplated under building permits herein granted shall be commenced within 60 days from the date of the permit and shall be completed within one year from the date of the permit, and work contemplated under all other permits herein granted shall be commenced within 60 days from the date of the permit and completed within 120 days from the date of the permit, except that all permits granted hereunder may be extended by the building inspector. If the permit is extended, the building inspector shall endorse the permit.

(6) *Certificate of occupancy.*

- (a) *One-family and two-family dwellings or buildings.* The building inspector shall make a final inspection of all new buildings, additions, and alterations. If no violations which

EXECUTIVE SUMMARY

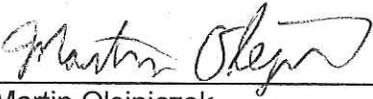
Title: Amendment to Building Code – Permit Duration

Background: Section 15.01(5) of the municipal code states that work contemplated under an issued building permit must be completed within one year of permit issuance. It further states that extensions may be granted by the building inspector. However, the State of Wisconsin allows permits to be effective for two years, which is also Independent Inspection, Ltd's policy. So, for the past several years, the City has been granting permits for two years. The two-year period generally works well, but the code should be updated to reflect the current policy. Also, the ability to grant extensions of permits should have a specific time period of one year. This would guard against projects going on indefinitely for years.

The Finance Committee reviewed the issue and recommended amending the building code to provide for the 2-year permit duration and allow permit renewals. They also recommended a fee for permit renewal. The Common Council adopted the Finance Committee's recommendation. The final step is to officially adopt an ordinance to amend the building code to reflect the new policy. The ordinance was drafted by staff based upon the adopted recommendation by the Council. It requires two readings to become officially adopted.

Fiscal Impact: Little or no impact.

Recommendation: Adopt the ordinance.

Prepared by:  3-29-12
Martin Olejniczak Date
Community Development Director

Reviewed by:  3-29-12
Stephen McNeil Date
City Administrator

ORDINANCE NO. _____

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

SECTION 1: The following described property is hereby rezoned from Central Business District (C-2) to Planned Unit Development (PUD) and shall be subject to the site plan and requirements incorporated herein:

Lot 2 of Certified Survey Map #2617, recorded in Volume 15, Page 342

SECTION 2: The following requirements and conditions are placed upon the property described within the legal description.

A. Underlying zoning: The underlying zoning district shall be C-2 Central Business District. The permitted uses and other zoning requirements of the underlying district shall apply, except as otherwise indicated under the PUD requirements shown below or in the approved final PUD site plan.

B. Height and area requirements: The requirements of the underlying C-2 district shall apply except as follows:

1. Yards (setbacks): The minimum required yard along the north (waterfront) side of the lot shall be waived, subject to conformance with the approved PUD site plan. All other required minimum yards and setbacks shall conform to the C-2 district requirements.
2. Building Height: The maximum building height for the observation tower shall be waived, subject to conformance with the approved PUD building elevations and plans.

C. Conformance to Final PUD Plans: The development of the Maritime Museum addition and observation tower shall be in substantial conformance with the approved final PUD plans.

SECTION 3: This ordinance shall take effect on the day after its publication.

Approved:

Thad Birmingham
Mayor

Attest:

Stephanie Reinhardt
City Clerk

**Planned Unit Development
Door County Maritime Museum Addition**

PUD Requirements/Conditions

A. Underlying zoning: The underlying zoning district shall be C-2 Central Business District. The permitted uses and other zoning requirements of the underlying district shall apply, except as otherwise indicated under the PUD requirements shown below or in the approved final PUD site plan.

B. Height and area requirements: The requirements of the underlying C-2 district shall apply except as follows:

1. Yards (setbacks): The minimum required yard along the waterfront side of the building shall be waived, subject conformance with the approved PUD site plan. All other required minimum yards and setbacks shall conform to the C-2 district requirements.
2. Building Height: The maximum building height for the observation tower shall be waived, subject to conformance with the approved PUD building elevations and plans.

C. Conformance to Final PUD Plans: The development of the Maritime Museum addition and observation tower shall be in substantial conformance with the approved final PUD plans.

Executive Summary

Final PUD – Door County Maritime Museum – Observation Tower Addition

Petition: The Door County Maritime Museum petitions for approval of a final Planned Unit Development (PUD) for an addition to the museum. The addition is located on the east (water) side of the museum. It has a footprint of about 2400 square feet and includes a 10-story observation tower. The proposed development is located on the museum's parcel, located at 120 N. Madison Avenue.

Existing Conditions: The museum parcel is 30,819 square feet (0.78 acre) in size. The land originally was leased from the City, but the Common Council recently approved transferring title to the museum. The waterfront walkway area along the waterfront and the parking area are not part of the museum parcel and remain owned by the City. The site was filled when the original museum was built and is no longer within the regulated floodplain. The site is surrounded by the City-owned waterfront and parking areas, except for the former Door County Cooperative site to the south. The existing zoning classification for the subject parcel is zoned Central Business District (C-2). All of the surrounding land is also zoned C-2.

Comprehensive Plan: The Future Land Use Map of the Sturgeon Bay Comprehensive Plan identifies this subject area for recreational and tourist commercial use. The proposed PUD fits that designation. The plan also contains recommendations pertaining to West Side Waterfront Enhancements, which include Maritime Museum expansion. The Comprehensive Plan, however, does not include any specifics about the expansion, such as the observation tower. Most recently, the City adopted the West Waterfront Area Redevelopment Plan. This plan shows the museum's expansion, both in the site plan and bird's eye view. In general, the proposed PUD is consistent with the existing plans of the City.

PUD Zoning Issues: The C-2 district allows the proposed museum expansion. The PUD is being requested because the project needs relief from the building setback and height requirements. The C-2 district requires the addition to be at least 5 feet from the adjoining lot line and the building will be only 3 feet at its closest point to the north lot line. Secondly, there is a 45-foot maximum building height limit and the overall height of the tower portion is proposed to be about 120 feet.

Conformance to Approved Preliminary PUD: The final PUD plans submitted by the Maritime Museum generally conform to the preliminary plans. There have been no changes to the site plan. The final floor plans and building elevations have been completed by the museum's architect as required. The height and size of the tower has not changed, but the cupola on top has been redesigned such that the overall height increases by about 5 feet to 120 feet.

Design Considerations: The layout and design of the project was considered during the preliminary PUD review. For this final PUD, the primary issue is the building design.

The floor plans and building elevations have been submitted. Highlights include:

Building Design. The project is essentially a 10-story 29' x 29' tower connected to the existing building by a single-story addition. The first floor addition provides more lobby space and allows the museum to expand the gift shop.

The second story of the tower is slightly larger than the upper floors and provides a new board room. Floors 3 through 9 all have the same floor plan and are intended for offices and exhibit space. The tenth floor is the indoor viewing deck and contains windows along all four sides. The roof top serves as the outdoor viewing area. It is accessible via a cupola and contains a surrounding safety railing. The elevator penthouse is also on the roof.

The exterior of the lower two floors generally matches the existing museum. The rest of the tower exterior is metal panels, which are intended to give the tower a "clean" look and keep maintenance costs down. The even number floors (4,6,8) contain a window centered on each side, except on the south side, which faces the existing building, only floor #8 has a window. The odd numbered floors (3,5,7,9) do not have windows. These floors would be more conducive for exhibits because of the extra wall space and no concern about sunlight impacting artifacts.

The roof has a cornice feature that extends outward. This provides an architectural feature reminiscent of other maritime towers and provides a function of helping to prevent objects (cameras, sunglasses, spit, etc) from falling or dropping from the outdoor viewing deck.

The cupola on top of the roof that provides access to the outdoor viewing area has been designed to be a square 9' x 9' glass paneled structure. The roof of the cupola is pyramid shaped. Total height of the cupola appears to be about 20 feet.

Stormwater Management: The proposal is to continue to use an existing storm pipe that runs under the waterfront walkway and discharges to the bay. Given the small increase in building footprint, this pipe can handle the flow. The City Engineer has approved their proposal for stormwater management.

Landscaping: The landscaping plan was completed by Meissner Landscape. There would be junipers and other vegetation planted around the foundation to accent the building. The walkway leading from the rear door of the museum to the waterfront walkway will be relocated due to the new addition. A second walkway is planned leading from an emergency exit at the north corner of the tower addition. The waterfront walkway would not be impacted except that one sitting area will be relocated slightly. The plan is very professional and maintains the existing character.

PUD Review Criteria: In general, the zoning ordinance directs the Plan Commission and Council to consider whether the proposed development is consistent with the spirit and intent of the zoning code, has been prepared with competent professional guidance,

and produces benefits to the City compared with conventional developments. In addition, there are nine specific review criteria listed in the PUD section of the code. The project appears to meet these criteria, although it is up to the Plan Commission and Council to determine if the project has benefits and overall conformance to the purpose/intent of the zoning code to justify the height and setback variations.

Fiscal Impact: The museum is a tax exempt entity, so the building value will not add tax revenue. Municipal services to the museum are not expected to increase as a result of the addition.

Plan Commission Action: The Plan Commission considered the final PUD on March 21, 2012 and voted 6-1 to recommend approval of the final PUD based upon the attached PUD parameters.

Recommendation: Staff recommends approval of the Plan Commission recommendation and the PUD ordinance.

Prepared by: Martin Olejniczak 3-29-12
Martin Olejniczak Date
Community Development Director

Reviewed by: Tony Depies 3-29-12
Tony Depies Date
City Engineer

Reviewed by: Stephen McNeil 3.29.12
Stephen McNeil Date
City Administrator

(Enclosure)

Planned Unit Development Application

Door County Maritime Museum

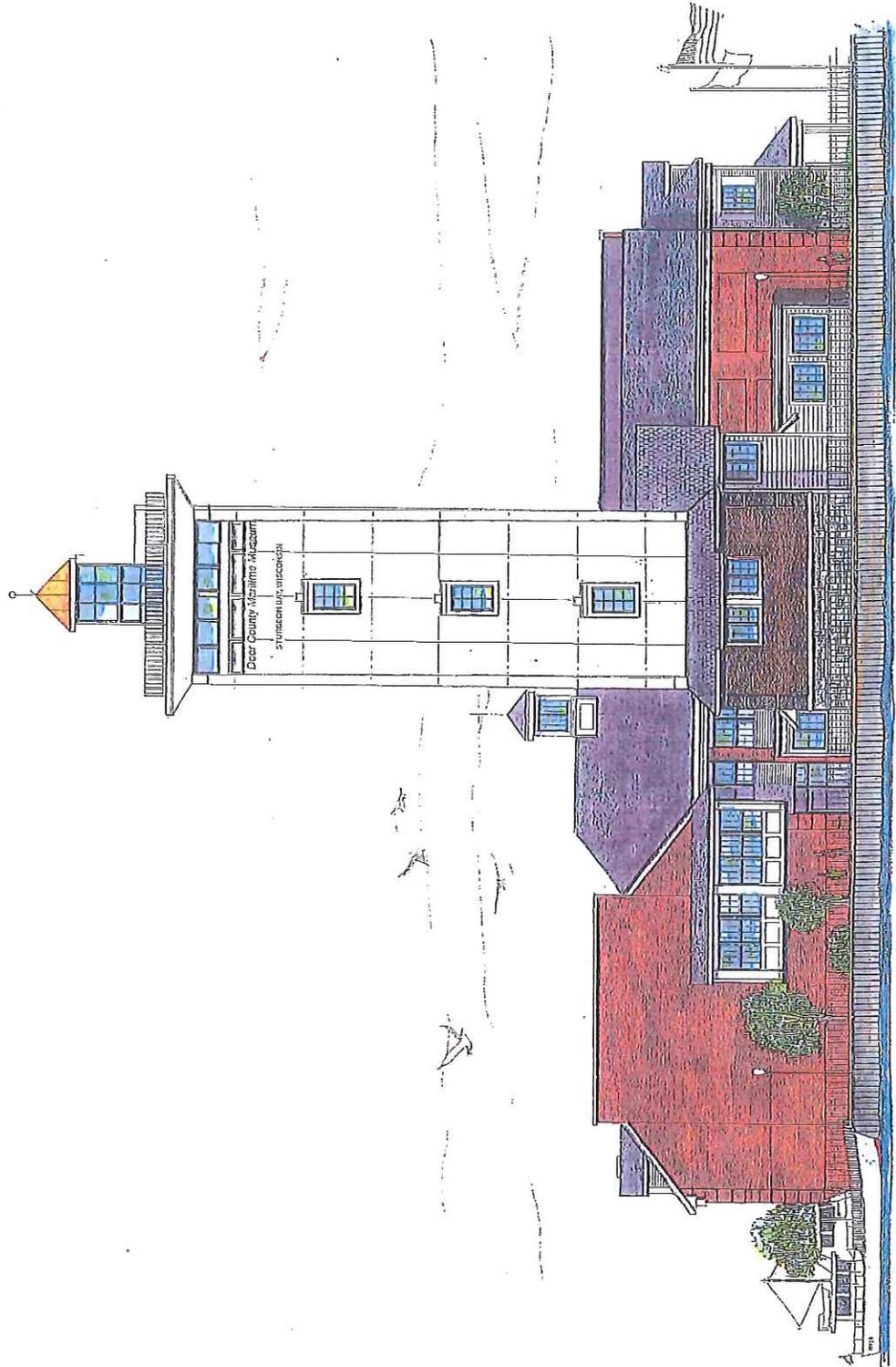
General: The Door County Maritime Museum respectfully requests a variance to the rules governing building height. We desire to construct an addition to the existing maritime museum building that includes a "Maritime Observation Tower." The cupola of this tower is planned to rise to a height of 110 feet. The upper levels of the tower below the cupola will include both open-air and enclosed observation decks, offering a panoramic view of Sturgeon Bay. In addition to the observation decks, it is planned that the tower addition will provide approximately 10,000 square feet of much needed addition working space for the museum. This additional square footage will facilitate expansion and improvement of the maritime museum's lobby area and museum store as well more gallery, exhibit and meeting space essential to the museum's future.

The museum has enjoyed great success with its recent major temporary exhibits (*Pirates, Freshwater Fury, etc.*), drawing thousands of visitors to Sturgeon Bay. Unfortunately, the gallery space required for these exhibits has limited the museum's ability to host short-term temporary exhibits and has greatly reduced general use areas for community/membership receptions and special events. The planned tower will provide both a dramatic addition to the Sturgeon Bay waterfront as well as expanded retail, gallery and general use spaces for the maritime museum.

A Landmark on the Working Waterfront: The observation tower will blend architecturally with the maritime appearance of the existing building. Its design will be remind the visitor/viewer of several historic tower structures prevalent on the Great Lakes and important to the maritime heritage and history of the area. It will incorporate architectural elements found in maritime signal towers, lighthouses, and the watch towers integral to the life-saving stations that dotted the shoreline. The observation decks will offer museum visitors an extraordinary view of the port of Sturgeon Bay, the two downtown bridges, and the entire waterfront. It will undoubtedly become a "must see" for visitors to the Door Peninsula and a point of pride for all who work and live in the City of Sturgeon Bay.

An Enhancement for All: The addition of the tower in combination with the maritime museum, the tug *John Purves* and the scenic walkway will greatly enhance the appeal of the entire waterfront. This striking tower will be clearly visible from all three bridges and will undoubtedly be a major inducement for visitors travelling either north or south to stop in Sturgeon Bay. In addition to elevating attendance at the maritime museum, the anticipated increase in visitor flow should benefit all local retail shops, commercial businesses, lodging establishments and restaurants.

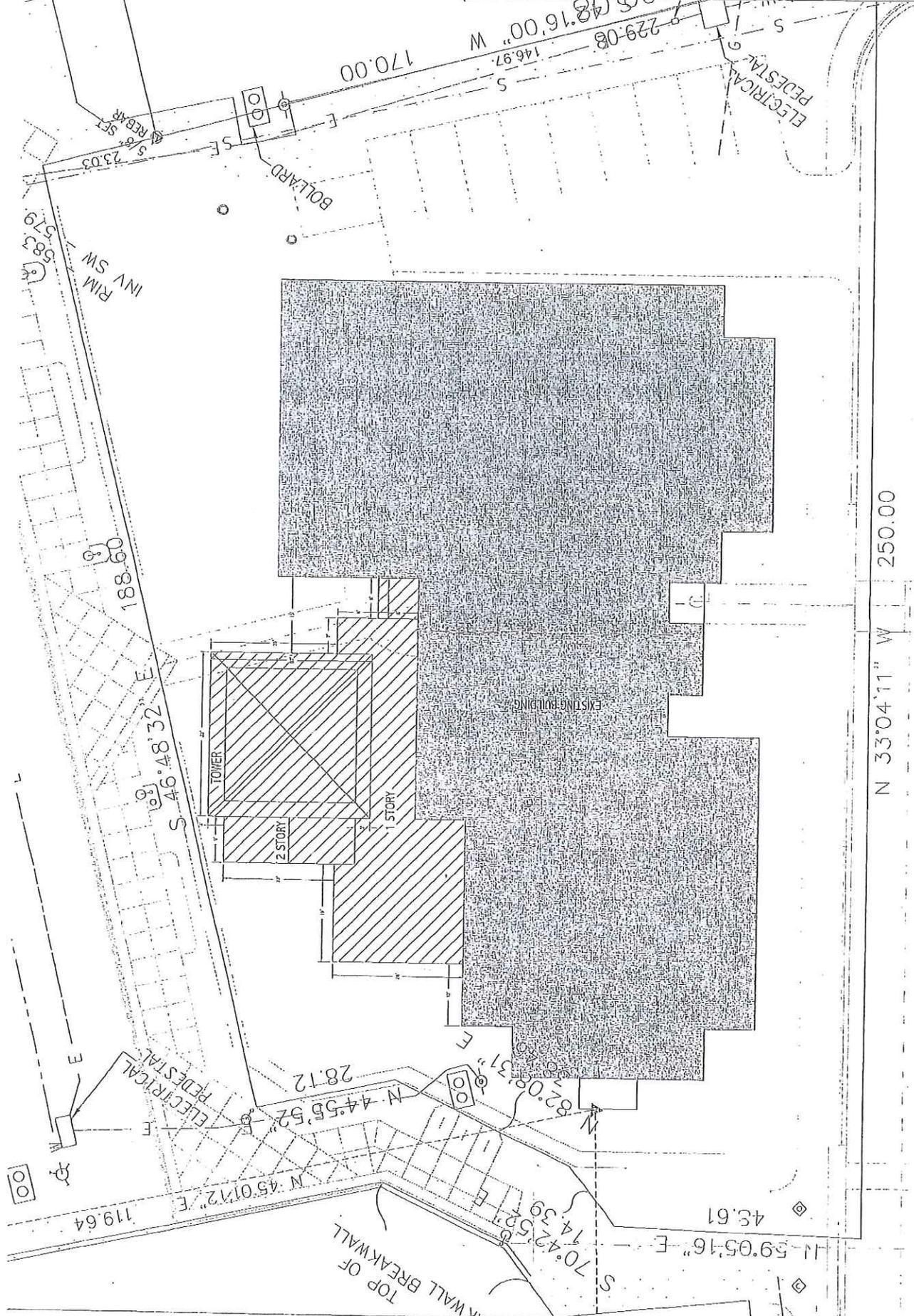
Future Sturgeon Bay Icon: We predict that once completed, the planned Maritime Observation Tower will become one of the most important and prominent architectural components of the Sturgeon Bay skyline. We anticipate that it will be one of the things visitors remember most about Sturgeon Bay and Door County. The towers proximity to the historic steel bridge will only enhance its mystique. Most importantly, it will be an iconic symbol of the maritime heritage of the City and its historic port.



OBSERVATION TOWER
 Door County Maritime Museum
 STURGEON BAY, WISCONSIN

NORTH ELEVATION

BEN SCHENKELBERG & ASSOCIATES
 ARCHITECT
ARCHITECTURE
 3023 SPUR LANE • GREENBAY, WI 54303
 PH: 920.833.1100 FAX: 920.833.1101
 WWW.BEN-SCHENKELBERG.COM



Baudhuin Incorporated
 55 S. 303 AVENUE
 SUITE 200
 SUDBURY, NY 14886
 TEL: 716/353-2222
 FAX: 716/353-2222
 PROJECT: DOOR COUNTY MARITIME MUSEUM
 DATE: 11/20/24

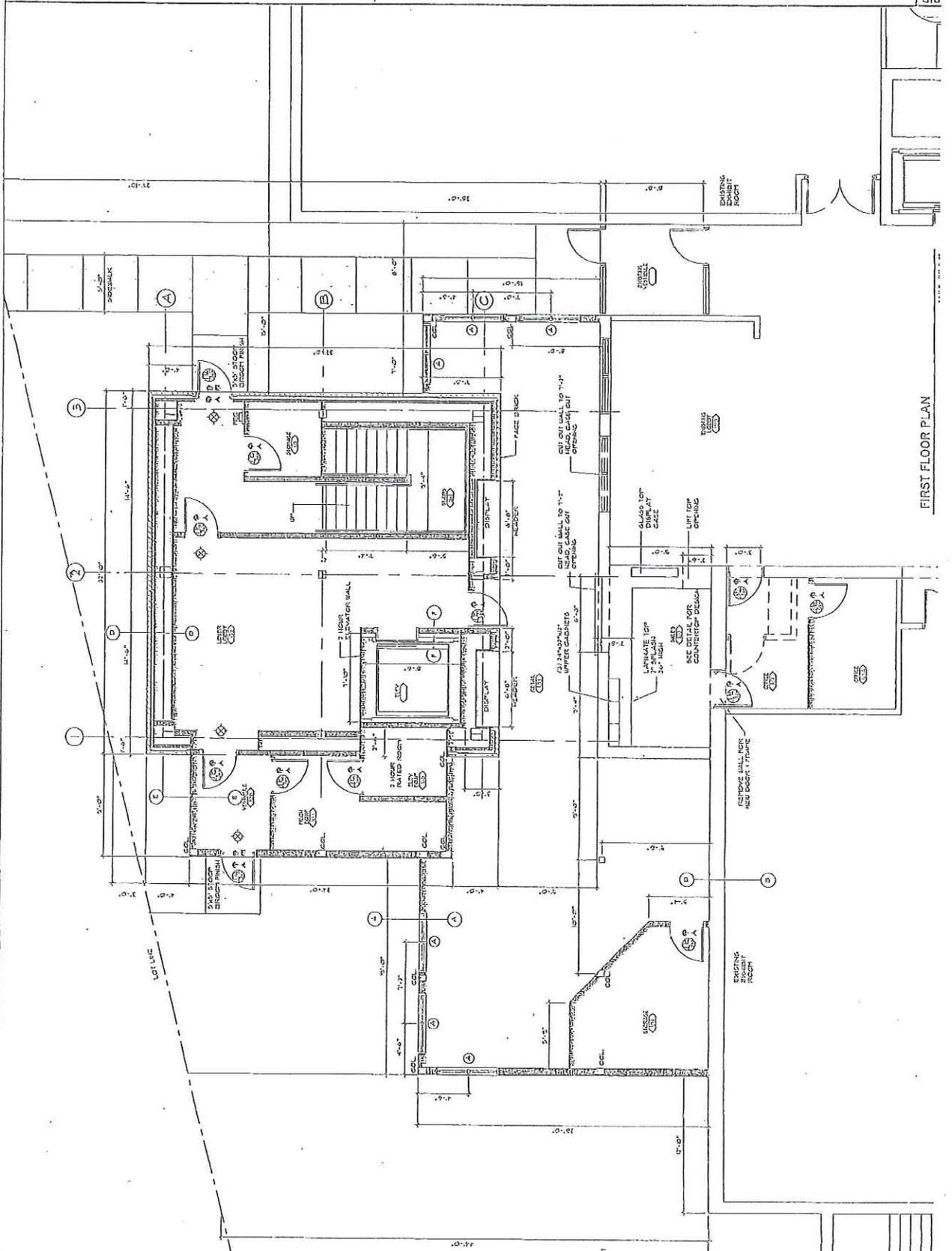
DATE: 01/14/00
 DRAWN BY: JMB

BERNARD M. SCHENKELBERG
 ARCHITECT

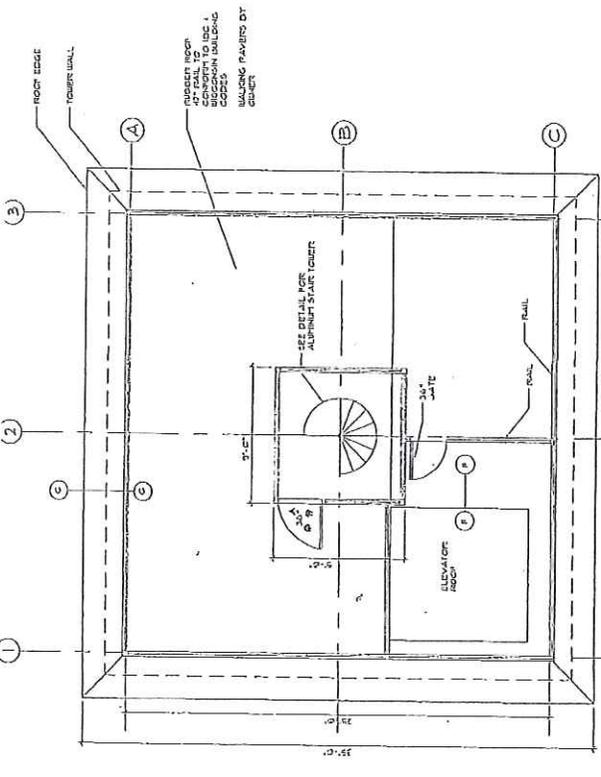
ONE HOWARTH PLACE - SUITE 2540
 GREEN BAY, WI 54303
 309 SEQUOIA LANE
 GREEN BAY, WI 54303
 PHONE: 920-434-3277
 FAX: 920-434-3301
 MASSACHUSETTS
 MINNESOTA
 CONNECTICUT
 ILLINOIS
 WISCONSIN

FLOOR PLANS
 DOOR COUNTY MARITIME MUSEUM
 OBSERVATION TOWER/GIFT SHOP ADDITION
 STURGEON BAY, WI

FIRST FLOOR PLAN

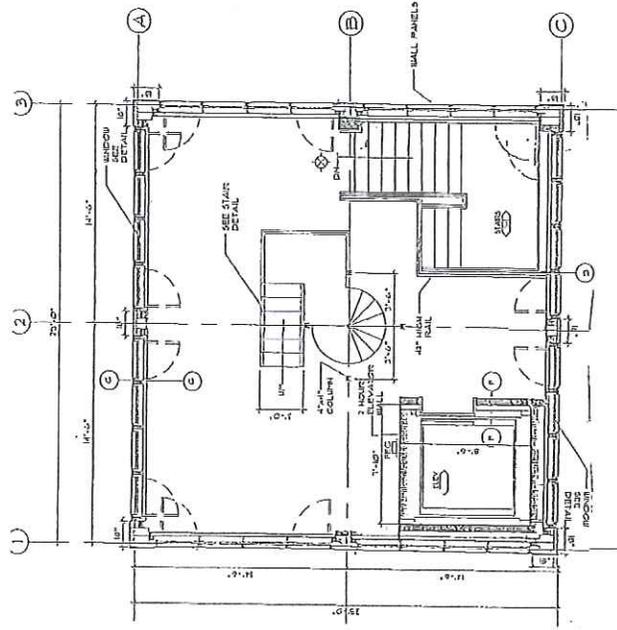


- 1 FINISH SCHEDULE
 2 PATCH TO MATCH
 3 PATCH TO MATCH
 4 PATCH TO MATCH
 5 PATCH TO MATCH
 6 1/2" DIA. W/ST
 7 1/2" DIA. W/ST
 8 PAINT
 9 PAINT
 10 PAINT
 11 1/2" DIA. W/ST
 12 1/2" DIA. W/ST
 13 1/2" DIA. W/ST
 14 1/2" DIA. W/ST
 15 1/2" DIA. W/ST
 16 1/2" DIA. W/ST
 17 1/2" DIA. W/ST
 18 1/2" DIA. W/ST
 19 1/2" DIA. W/ST
 20 1/2" DIA. W/ST
 21 1/2" DIA. W/ST
 22 1/2" DIA. W/ST
 23 1/2" DIA. W/ST
 24 1/2" DIA. W/ST
 25 1/2" DIA. W/ST
 26 1/2" DIA. W/ST
 27 1/2" DIA. W/ST
 28 1/2" DIA. W/ST
 29 1/2" DIA. W/ST
 30 1/2" DIA. W/ST
 31 1/2" DIA. W/ST
 32 1/2" DIA. W/ST
 33 1/2" DIA. W/ST
 34 1/2" DIA. W/ST
 35 1/2" DIA. W/ST
 36 1/2" DIA. W/ST
 37 1/2" DIA. W/ST
 38 1/2" DIA. W/ST
 39 1/2" DIA. W/ST
 40 1/2" DIA. W/ST
 41 1/2" DIA. W/ST
 42 1/2" DIA. W/ST
 43 1/2" DIA. W/ST
 44 1/2" DIA. W/ST
 45 1/2" DIA. W/ST
 46 1/2" DIA. W/ST
 47 1/2" DIA. W/ST
 48 1/2" DIA. W/ST
 49 1/2" DIA. W/ST
 50 1/2" DIA. W/ST
 51 1/2" DIA. W/ST
 52 1/2" DIA. W/ST
 53 1/2" DIA. W/ST
 54 1/2" DIA. W/ST
 55 1/2" DIA. W/ST
 56 1/2" DIA. W/ST
 57 1/2" DIA. W/ST
 58 1/2" DIA. W/ST
 59 1/2" DIA. W/ST
 60 1/2" DIA. W/ST
 61 1/2" DIA. W/ST
 62 1/2" DIA. W/ST
 63 1/2" DIA. W/ST
 64 1/2" DIA. W/ST
 65 1/2" DIA. W/ST
 66 1/2" DIA. W/ST
 67 1/2" DIA. W/ST
 68 1/2" DIA. W/ST
 69 1/2" DIA. W/ST
 70 1/2" DIA. W/ST
 71 1/2" DIA. W/ST
 72 1/2" DIA. W/ST
 73 1/2" DIA. W/ST
 74 1/2" DIA. W/ST
 75 1/2" DIA. W/ST
 76 1/2" DIA. W/ST
 77 1/2" DIA. W/ST
 78 1/2" DIA. W/ST
 79 1/2" DIA. W/ST
 80 1/2" DIA. W/ST
 81 1/2" DIA. W/ST
 82 1/2" DIA. W/ST
 83 1/2" DIA. W/ST
 84 1/2" DIA. W/ST
 85 1/2" DIA. W/ST
 86 1/2" DIA. W/ST
 87 1/2" DIA. W/ST
 88 1/2" DIA. W/ST
 89 1/2" DIA. W/ST
 90 1/2" DIA. W/ST
 91 1/2" DIA. W/ST
 92 1/2" DIA. W/ST
 93 1/2" DIA. W/ST
 94 1/2" DIA. W/ST
 95 1/2" DIA. W/ST
 96 1/2" DIA. W/ST
 97 1/2" DIA. W/ST
 98 1/2" DIA. W/ST
 99 1/2" DIA. W/ST
 100 1/2" DIA. W/ST



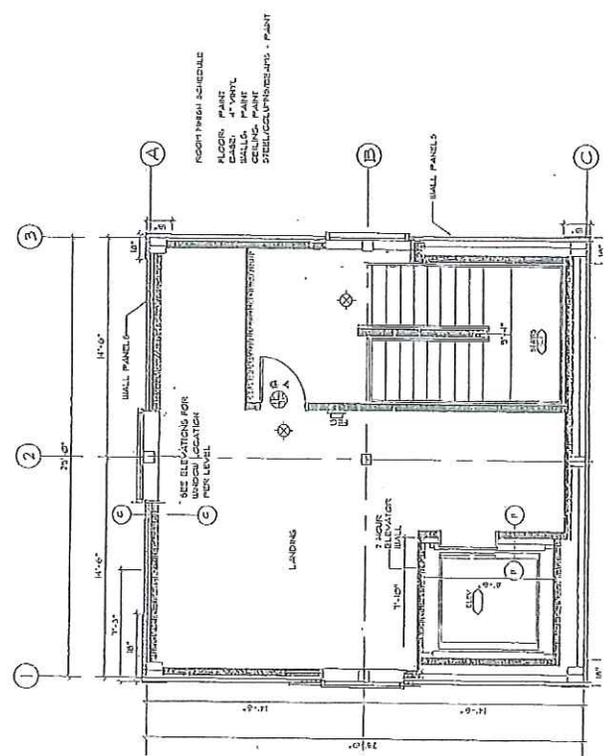
TOP FLOOR/ROOF PLAN

SCALE: 1/4"=1'-0"



TENTH FLOOR PLAN

SCALE: 1/4"=1'-0"



FLOOR PLANS
 DOOR COUNTY MARITIME MUSEUM
 OBSERVATION TOWER
 STURGEON BAY, WI

BERNARD M. SCHENKELBERG
 ARCHITECT
 3399 SURA LAKE
 GREEN BAY, WI 54313
 PHONE: 920-434-3277
 FAX: 920-434-3301
 WISCONSIN
 MASSACHUSETTS
 ILLINOIS
 CONNECTICUT
 MINNESOTA
 SUITE 2540 SPRINGFIELD, MA 01144
 SUITE 2540
 ONE MONARCH PLACE - SUITE 2540
 PHONE: 413-729-0162
 FAX: 413-729-0163
 DRAWN BY: JRE
 DATE: 07/04/11
 SCALE: AS NOTED

ONE HIGGARCH PLACE - SUITE 2510
 MA 01444
 CONNECTICUT ILLINOIS MINNESOTA WISCONSIN
 MASSACHUSETTS GREEN BAY, WI 54313
 3309 SPUR LANE
 ARCHITECT

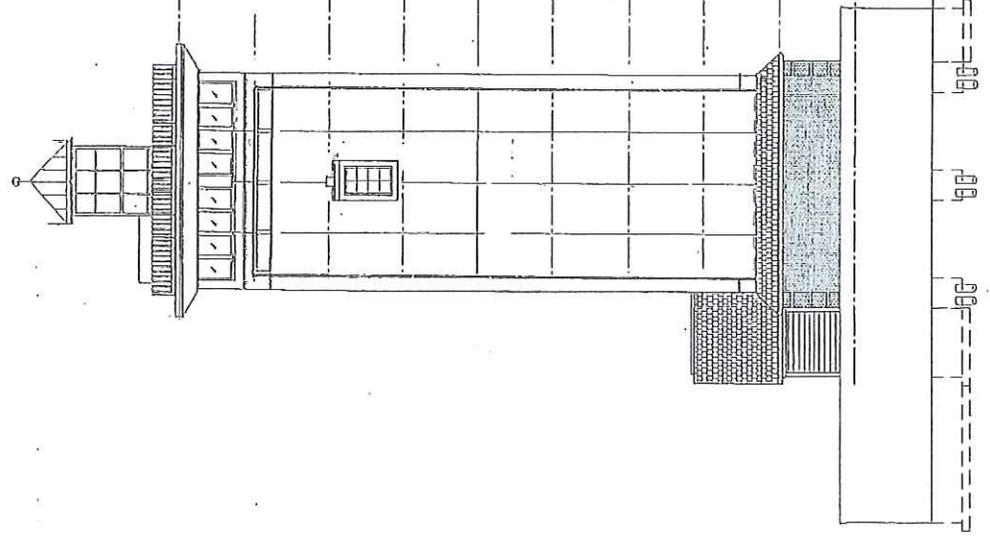
DRWN BY: JMB
 DATE: 07-20-11
 SCALE: AS SHOWN

ONE HIGGARCH PLACE - SUITE 2510
 MA 01444
 PHONE: 413-739-0162
 FAX: 413-739-0163

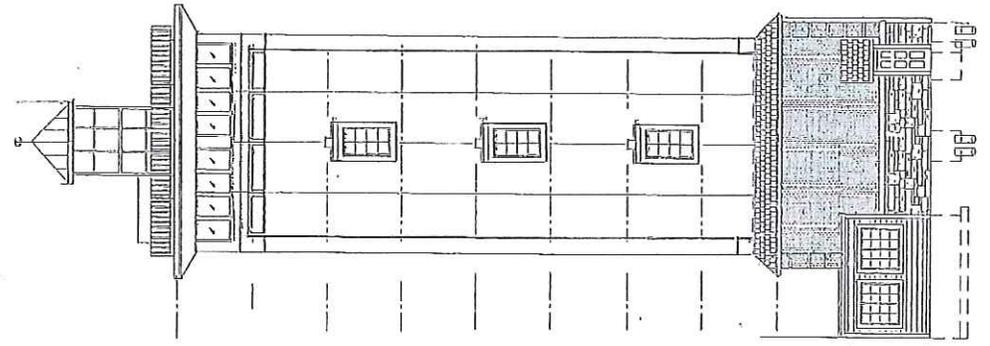
OBSERVATION TOWER
 STURGEON BAY, WI

DOOR COUNTY MARITIME MUSEUM
 ELEVATIONS

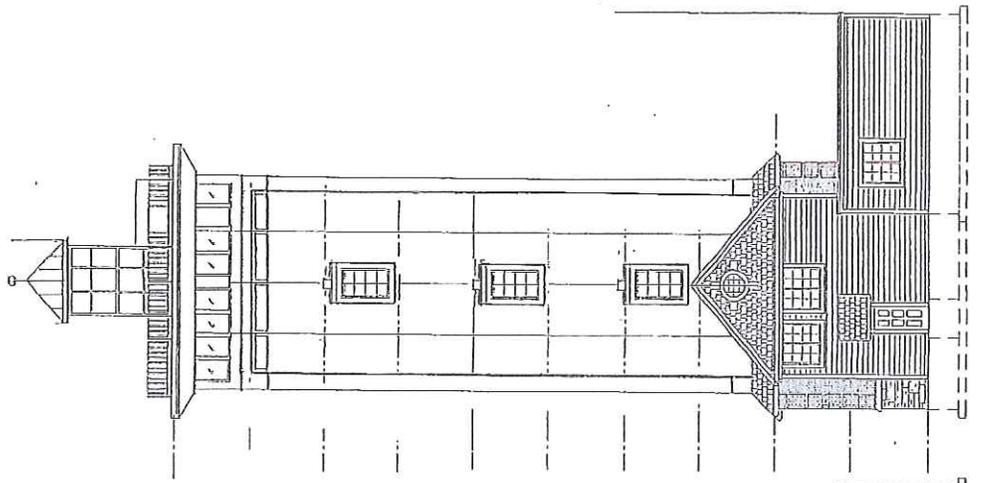
SOUTH ELEVATION



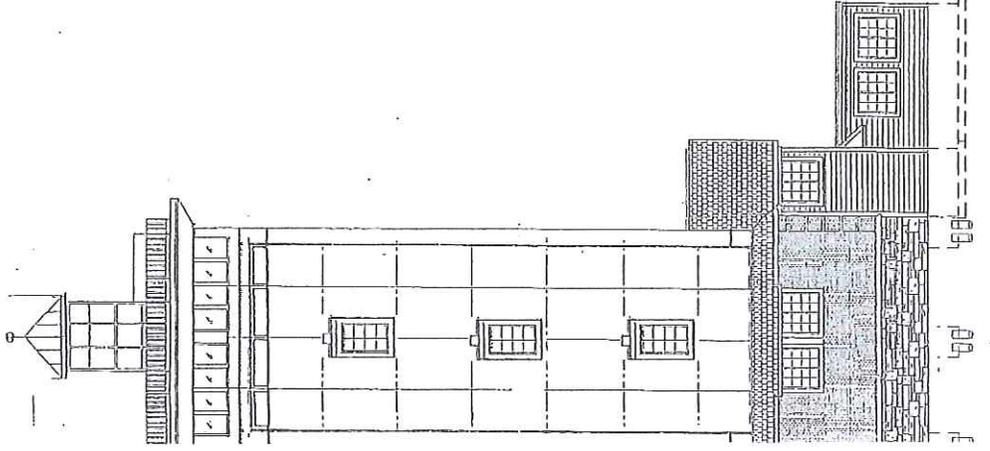
EAST ELEVATION

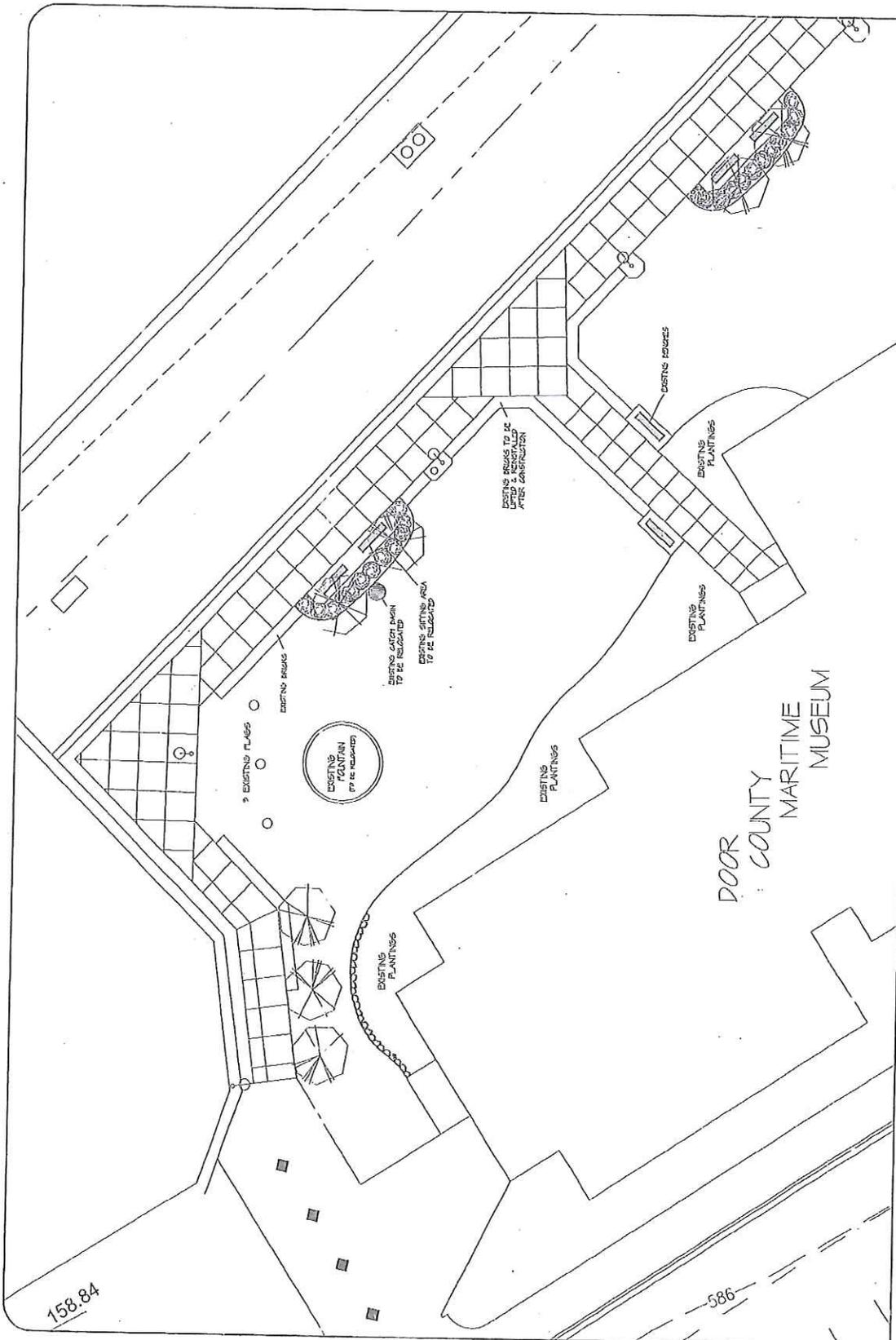


WEST ELEVATION



ELEVATION





AN EXISTING SITE PLAN FOR
DC MARITIME MUSEUM (OBSERVATION TOWER AREA)
 120 N MADISON STURGEON BAY

Meissner Landscape Inc.
 Plant Design • Build • Maintain
 10000 BAYVIEW BLVD • FORT MYERS, FL 33907 • www.meissnerlandscape.com

DATE	9/19/12	DESIGN BY	GGM
SCALE	1"=10'	DRAWN BY	NRM
REVISIONS			

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to accept the bid from Cascade Cart Solutions for refuse carts at a cost of \$42.00 for 96 gallon carts and \$36.00 for 64 gallon carts.

Respectfully submitted,
FINANCE/PURCHASING & BUILDING
COMMITTEE
By: Danny Wiegand, Vice-Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: March 27, 2012

Introduced by _____.

Moved by Alderperson _____ seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2012.

CITY OF STURGEON BAY
 GARBAGE/RECYCLING CART PROPOSALS

Item	Quantity	CASCADE		OTTO		TOTER	
		Unit Price	Total	Unit Price	Total	Unit Price	Total
96 Gallon Cart	4,500	\$ 42.00	\$ 189,000.00	\$ 46.00	\$ 207,000.00	\$ 44.25	\$ 199,125.00
64 Gallon Cart	4,500	\$ 36.00	\$ 162,000.00	\$ 37.50	\$ 168,750.00	\$ 37.85	\$ 170,325.00
Die Fee							\$ 300.00
Freight	1	\$ 9,750.00	\$ 9,750.00		INCLUDED	\$ 27,000.00	\$ 27,000.00
Discount - 10 day pay			\$ -		\$ (7,515.00)		\$ -
			\$ 360,750.00		\$ 368,235.00		\$ 396,750.00
							\$ 36,000.00

WARRANTY	10 YEAR	10 YEAR	10 YEAR
TRANSPORTATION			

Truck Load Quantity

96 Gal	522	456	588
64 gal	800	720	840

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to accept the bid from Santec for spraying of aquatic vegetation in the Bay of Sturgeon Bay in the amount of \$14,107.03.

Respectfully submitted,
FINANCE/PURCHASING & BUILDING
COMMITTEE

By: Danny Wiegand, Vice-Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: March 27, 2012

Introduced by _____.

Moved by Alderperson _____ seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2012.

Executive Summary

Title: Chemical Herbicide for Bay of Sturgeon Bay

Background: During the 2012 budget process there was \$17,000.00 allocated for chemical spraying marinas and boat launches. The Municipal Services Department prepared and sent out an RFP as per our purchasing policy. Three companies returned bids to spray all of the spray areas and one company returned one for Phragmites only. (see attached bidders list) All costs associated with spraying marinas are charged to the property owner, so there is no investment in these areas by the city.

Fiscal Impacts: \$14,107.03

Options: Award spray contract to any of the three companies that bid on the project

Recommendation: Staff recommendation is to award contract to Santec formally Bonestroo engineering to spray aquatic vegetation in the Bay of Sturgeon Bay.

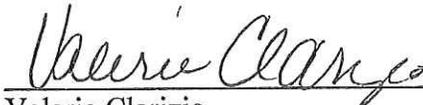
Prepared By:



Bob Bordeau
Municipal Services Superintendent

Date: 3/20/2012

Reviewed By:



Valerie Clarizio
Finance Director/City Treasurer

Date: 3/20/12

Reviewed By:



Steven McNeil
City Administrator

Date: 3/20/12

3/14/2012 3pm

2012

Application of Chemical Herbicides for Control of Aquatic Weeds

COMPANY NAME	ADDRESS	BID AMOUNT
Aquatic Biologists, Inc.	N4828 Hwy 45 Fond du Lac, WI 54935	\$330.00 per acre \$330.00 per acre for 2nd app \$16,500 - total
Aquatic Engineering, Inc.	P.O. Box 3634 LaCrosse, WI 54602	
Lake and Pond Solutions, LLC	N1025 Julius Drive Greenville, WI 54942	*300.00 per acre N/A for second app \$15000 - total
Northern Environmental Technologies, Inc.	12075 N. Corporate Parkway Suite 210 Mequon, WI 53092	
KN Services	W4750 Spring Hill Dr. Sherwood, WI 54169	
Bonestroo	1230 Storbeck Drive Waupun, WI 53963	
Nature Care Ecological Consulting	5285 Clarks Lake Rd. Sturgeon Bay, WI 54235	Phragmites \$793.00
Santec	12075 N Corporate Parkway Suite 210 Mequon, WI	\$289.98 per acre \$289.98 for 2nd app \$4,107.03 total



Mailed: 2/16/12

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to reimburse Mr. Ben Miller, owner of Bonnie Brooke Gardens, for the installation of the drain from the retention area, as well as the cost of reconnecting the retention area to the existing storm inlet, and waive the storm sewer connection fees in the area south of their greenhouse and parking lot on Fourteenth Avenue, totaling \$1,430.00, to be paid after project is completed and inspected.

Respectfully submitted,
FINANCE/PURCHASING & BUILDING
COMMITTEE
By: Danny Wiegand, Vice-Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: March 27, 2012

Introduced by _____.

Moved by Alderperson _____ seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2012.

EXECUTIVE SUMMARY

DATE: March 23, 2012

TITLE: Bonnie Brooke Gardens Storm Water Retention area

BACKGROUND: The area proposed for storm water retention is south of the current green house operation and parking lot, see attached map. This area is currently a waste area that is not conducive to planting because of the varied conditions from too wet in the spring to very dry in summer. Mr. Miller has proposed to landscape the area and add flood protection for the public walk along 14th Ave.

Currently water ponds on the N. E. W. Campus in the spring of the year and eventually flows over the sidewalks to the road in the worst case conditions. Because this occurs in the spring thaw period it can result in ice covered sidewalks during the early mornings when people are walking to the schools. Allowing this water to access to retention area during these times should prevent this icing problem. The City is being asked to pay for the installation of the drain from the retention area at an estimate cost of connecting the retention area to the existing storm inlet and waive the storm sewer connection fee.

FISCAL IMPACT: The amount requested is \$1,430.00 which is the actual cost of installing the lateral

RECOMMENDATION: Protection of the sidewalks from icy conditions and the benefit of some additional flood protection would make \$1,430.00 a good investment. Money should be paid to Bonnie Brooks Gardens after the work is completed by their contractor.

SUBMITTED BY: Anthony Depies

Anthony Depies, City Engineer

REVIEWED BY: Marty Olejniczak

Marty Olejniczak, Community Development Director

REVIEWED BY: Steve McNeil

Steve McNeil, City Administrator

