



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA  
TUESDAY, FEBRUARY 4, 2014  
IMMEDIATELY FOLLOWING BOARD OF PUBLIC WORKS  
WHICH BEGINS AT 6:00 P.M.  
COUNCIL CHAMBERS, CITY HALL – 421 MICHIGAN ST  
THAD G. BIRMINGHAM, MAYOR**

1. Call to order.
  2. Pledge of Allegiance.
  3. Roll call.
  4. Adoption of agenda.
  5. Consideration of the following bills: General Fund – \$175,166.87, Capital Fund - \$18,057.16, Cable TV - \$9,601.52, TID #2 - \$35.92, TID #4 - \$6,065.38, and Solid Waste Enterprise Fund - \$18,036.58 for a grand total of \$226,963.43. [roll call]
  6. CONSENT AGENDA
- \* All items listed with an asterisk (\*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests before the Adoption of the Agenda, in which event the item will be removed from the Consent Agenda and considered immediately following the consent agenda.
- \* a. Approval of 1/21/14 regular Common Council minutes.
  - \* b. Approval of the following minutes:
    - (1) Sturgeon Bay Utility Commission – 12/10/13
    - (2) Bicycle & Pedestrian Advisory Board – 1/2/14
    - (3) City Plan Commission – 1/15/14
    - (4) Parking & Traffic Committee – 1/20/14
    - (5) Aesthetic Design & Site Plan Review Board – 1/20/14
    - (6) Finance/Purchasing & Building Committee – 1/21/14
  - \* c. Place on file the following reports:
    - (1) Fire Department Report – December 2013
  - \* d. Consideration of: Approval of Temporary Class B Beer licenses and Temporary Class B Wine licenses for various dates in 2014 for Sturgeon Bay Visitor Center.
  - \* e. Finance/Purchasing & Building Committee recommendation re: Approve purchase of one 2014 Ford SUV police patrol vehicle from Witt Ford Lincoln, LLC in the amount of \$29,854 and declare a 2010 Ford Crown Victoria patrol vehicle surplus and sell through WI On-Line Auction.
  - \* f. Finance/Purchasing & Building Committee recommendation re: Approve the renewal for IS services contract with the County of Door at a 3% increase for a three year period beginning March 1, 2014 and ending February 28, 2017 with an annual fee in the amount of \$30,900.

- \* g. **Parking & Traffic Committee recommendation re: Place non-ladder style crosswalks in all three directions at the intersection of Michigan Street and 14<sup>th</sup> Avenue.**
  - \* h. **Parking & Traffic Committee recommendation re: Place sharrows and signage on 3<sup>rd</sup> Avenue from Iowa Streets to Florida Street.**
  - \* i. **Parking & Traffic Committee recommendation re: Lift the two hour parking limit on the north side of Louisiana Street, between 4<sup>th</sup> and 5<sup>th</sup> Avenue, from December 1 – April 1.**
7. **Mayoral appointments.**
  8. **Consideration of: Accept the Maritime Plaza and Landing Development special assessment project costs.**
  9. **Consideration of: Revised Street Plan for Marina View Subdivision.**
  10. **Consideration of: Fire Department Unit 8 Chassis Replacement and Retrofit.**
  11. **Committee Chairperson Reports:**
    - a. **City Plan Commission**
    - b. **Finance/Purchasing & Building Committee**
    - c. **Park & Recreation Committee**
  12. **Public comment on non-agenda items.**
  13. **Mayor's comments.**
  14. **Adjourn.**

**NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.**

Posted:

Date: 1.31.14

Time: 12:00

By: JM

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

5.

INVOICES DUE ON/BEFORE 02/04/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
LIABILITIES				
R0001138	CHARLIE HAAPALA	01/14 SIGN DEP REFUND/ HAAPALA	01-000-000-23168	50.00
TOTAL LIABILITIES				50.00
TOTAL GENERAL FUND				50.00
MAYOR				
FIRST	FIRST NATIONAL BANK OF OMAHA	HOTEL DEP EHLER SEMIN/MAYOR	01-100-000-55600	99.00
TOTAL				99.00
TOTAL MAYOR				99.00
LAW/LEGAL				
16555	PINKERT LAW FIRM, LLP	DEC 13 TRAFFIC MATTERS	01-110-000-55010	460.00
BLAZKOV	BLAZKOVEC, BLAZKOVEC & DOWNEY	DEC 2013 LEGAL	01-110-000-55010	60.00
TOTAL				520.00
TOTAL LAW/LEGAL				520.00
CITY CLERK-TREASURER				
17700	QUILL CORPORATION	NOTARY STAMP/METZER	01-115-000-56000	35.09
FIRST	FIRST NATIONAL BANK OF OMAHA	HOTEL DEP EHLER SEMIN/CLARIZIO	01-115-000-55600	99.00
STONEMAN	STONEMAN SCHOPF AGENCY, INC	METZER/NOTARY BOND	01-115-000-56000	30.00
TOTAL				164.09
TOTAL CITY CLERK-TREASURER				164.09
ADMINISTRATION				
FIRST	FIRST NATIONAL BANK OF OMAHA	HOTEL DEP EHLER SEMIN/MCNEIL	01-120-000-55600	99.00
FIRST		DOT MTG G.B LUNCH/MCNEIL	01-120-000-55600	15.28
TOTAL				114.28
TOTAL ADMINISTRATION				114.28
COMPUTER				
03101	CDW GOVERNMENT, INC.	COMP CORD USB	01-125-000-51950	1.99
FIRST	FIRST NATIONAL BANK OF OMAHA	ENCRIPTON MODULE PD	01-125-000-55550	895.00
TOTAL				896.99
TOTAL COMPUTER				896.99

INVOICES DUE ON/BEFORE 02/04/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
CITY ASSESSOR				
17700	QUILL CORPORATION	TRANSFER ROLLER/XEROX PRINTER	01-130-000-54999	53.99
ASSO APP	ASSOCIATED APPRAISAL	02/01/14 CONTRACT	01-130-000-55010	1,245.83
TOTAL				1,299.82
TOTAL CITY ASSESSOR				1,299.82
MUNICIPAL SERVICES ADMIN.				
FIRST	FIRST NATIONAL BANK OF OMAHA	DOT MTG LUNCH/DEPIES	01-145-000-55600	15.28
TOTAL				15.28
TOTAL MUNICIPAL SERVICES ADMIN.				15.28
PUBLIC WORKS ADMINISTRATION				
STAPLES	WISCONSIN DOCUMENT IMAGING LLC	ANNL COPIER MAINTANCE AGREEMNT	01-150-000-56250	897.00
TOTAL				897.00
TOTAL PUBLIC WORKS ADMINISTRATION				897.00
CITY HALL				
23730	WPS	421 MICHIGAN ST CITY HALL	01-160-000-56600	3,298.54
TOTAL				3,298.54
TOTAL CITY HALL				3,298.54
INSURANCE				
BH	BURKART HEISDORF INSURANCE	01/14 COMM PROPERTY/BOILER	01-165-000-55250	1,413.00
BH		01/14 COMMERCIAL PROPERTY INS	01-165-000-57350	25,699.00
BH		01/14 COMMERCIAL CRIME ANNL	01-165-000-55450	1,529.00
BH		01/14 WORK COMP 1OF 12	01-165-000-58750	18,506.00
BH		01/14 GENERAL LIAB	01-165-000-56400	2,972.00
BH		01/14 POLICE LIAB	01-165-000-57150	1,121.00
BH		01/14 PUBLIC OFFICIAL	01-165-000-57400	1,128.00
BH		01/14 AUTO LIAB	01-165-000-55200	1,633.00
BH		01/14 AUTO PHY DAMAGE	01-165-000-55200	1,225.00
BH		GEN LIAB 2 OF 12	01-165-000-56400	2,972.00
BH		POLICE LIAB 2 OF 12	01-165-000-57150	1,121.00
BH		PUBLIC OFFICIAL 2 OF 12	01-165-000-57400	1,128.00
BH		AUTO LIAB 2 OF 12	01-165-000-55200	1,633.00
BH		AUTO PHY DAMAGE 2 OF 12	01-165-000-55200	1,225.00
BH		WORK COMP 2 OF 12	01-165-000-58750	18,496.00
TOTAL				81,801.00
TOTAL INSURANCE				81,801.00

INVOICES DUE ON/BEFORE 02/04/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL EXPENDITURES				
FIRST	FIRST NATIONAL BANK OF OMAHA	LATE FEE	01-199-000-51520	39.00
TOTAL				39.00
TOTAL GENERAL EXPENDITURES				39.00

POLICE DEPARTMENT

17700	QUILL CORPORATION	ASSORT OFFICE SUPPLIES	01-200-000-51950	83.73
17700		OFFICE SUPPLIES	01-200-000-51950	14.57
20081	TARGET BANK	RING BINDERS	01-200-000-51950	40.15
22800	WALMART COMMUNITY	DUST AIR/DVD/CD SLEEVES	01-200-000-51950	90.60
DCVB	DOOR COUNTY VISITOR BUREAU	CTA CERT CLASS/ S OLSON	01-200-000-55600	15.00
FIRST	FIRST NATIONAL BANK OF OMAHA	BATTERIES	01-200-000-51950	26.22
FIRST		FBI MMBERSHP/BRINKMAN	01-200-000-56000	85.00
FIRST		WI PD LEAD MMBRSHP/BRINKMAN	01-200-000-56000	65.00
FIRST		MOCIC MMBRSHP/BRINKMAN	01-200-000-56000	150.00
FIRST		2014 WI PD LEAD CONF/BRINKMAN	01-200-000-56000	135.00
FIRST		HOTEL DEP WI PD CONF/BRINKMAN	01-200-000-56000	79.00
HENRY	CLINT HENRY	HENRY/MEAL REIMB	01-200-000-55600	17.27
R0001067	DEPARTMENT OF JUSTICE	WI COMMND 2ND INSTLL/HENRY	01-200-000-55600	500.00
RDJ SPEC	RDJ SPECIALTIES, INC.	ASST SBPD PENCILS	01-200-000-51950	299.20
US BANK	US BANK EQUIPMENT FINANCE	COPIER LEASE	01-200-000-55650	181.00
TOTAL				1,781.74
TOTAL POLICE DEPARTMENT				1,781.74

POLICE DEPARTMENT/PATROL

03075	CARQUEST OF DOOR COUNTY	WINTER WIPER BLADES/BRNKMN VEH	01-215-000-58600	27.28
03075		SQUAD BATTERY	01-215-000-58600	86.09
19580	STREICHERS PROF POLICE EQUIP	UNIFORM PANTS/WATERSTREET	01-215-000-52900	29.99
19580		BATTERIES & FREIGHT	01-215-000-54999	114.94
19880	STURGEON BAY UTILITIES	SUNSET PK BT LAUNCH	01-215-000-56150	11.62
19880		NAUTICAL DR CAMERA	01-215-000-56150	11.39
22800	WALMART COMMUNITY	SNOW BRUSHES	01-215-000-58600	63.76
23645	WISCONSIN DEPT JUSTICE TIME	TIME SYSTM SUPPORT 1/14-3/14	01-215-000-58999	370.50
23828	WITT PENINSULA FORD LINCOLN	VEH MAINTENANCE/FORD EXP	01-215-000-58600	24.95
23828		MAINTENANCE/ SQUAD #40	01-215-000-58600	60.93
23828		TIRE MOUNTS/FORD EXPLORE	01-215-000-58600	20.00
ALBERTSO	JASON ALBERTSON	REIMB UNIFORM BOOT	01-215-000-52900	100.00
FIRST	FIRST NATIONAL BANK OF OMAHA	LIGHTS PD CHIEF VEH	01-215-000-58600	268.68
FIRST		AMMUNITION	01-215-000-51050	162.40
FIRST		WI DOT VEH REG RNWL/EXPEDITION	01-215-000-58600	86.25
FIRST		GPS APP IPHONE/BRINKMAN	01-215-000-58250	10.54
R0000608	AUTO ZONE, INC	DE ICING WASHER FLUID	01-215-000-58600	15.96
R0000608		BOSCH WIPER BLADES	01-215-000-58600	43.68
TOTAL				1,508.96
TOTAL POLICE DEPARTMENT/PATROL				1,508.96

INVOICES DUE ON/BEFORE 02/04/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
POLICE DEPT. / INVESTIGATIONS				
11350	DOOR/KEWAUNEE DRUG TASK FORCE	2014 DRUG/ME UNIT DUES	01-225-000-57950	8,000.00
TOTAL				8,000.00
TOTAL POLICE DEPT. / INVESTIGATIONS				8,000.00
FIRE DEPARTMENT				
02001	RED THE UNIFORM TAYLOR	UNIFORMS	01-250-000-52900	931.02
02001		NAME PLATES	01-250-000-52900	27.38
02275	BENDLIN FIRE EQUIPMENT	FIRE BOOTS	01-250-000-52900	206.29
04966	EAGLE MECHANICAL INC	FURNACE REPAIR W SIDE FIRE	01-250-000-56250	341.78
06650	GALLS, AN ARAMARK COMPANY	UNIFORM BOOTS/MARK SMITH	01-250-000-52900	119.99
08260	TIM HERLACHE	UNIFORM HATS	01-250-000-52900	18.00
13842	MOTOROLA	PAGER REPAIR	01-250-000-57550	78.00
14000	NAPA AUTO PARTS	THERMOSTAT & ANTIFREEZE	01-250-000-53000	47.44
14000		ANTIFREEZE	01-250-000-53000	20.98
19880	STURGEON BAY UTILITIES	SALT SHED	01-250-000-56675	5.20
19880		DUCK POND	01-250-000-56675	5.20
19880		SUNSET CNTR	01-250-000-56675	42.00
19880		FRANK GRASSE SHELTER	01-250-000-56675	13.00
19880		OTUMBA PARK	01-250-000-56675	5.20
19880		WEST SIDE WARM HSE	01-250-000-56675	5.20
19880		WEST SIDE FIRE STATION	01-250-000-56675	42.00
19880		WEST SIDE FIRE STATION	01-250-000-56150	143.22
19880		WEST SIDE FIRE STATION	01-250-000-58650	109.74
19880		38 S NEENAH PAVILLION	01-250-000-56675	5.20
19880		38 S NEENAH AVE RSTRM	01-250-000-56675	26.00
19880		JAYCEE BALLEFLD STAND	01-250-000-56675	13.00
19880		MICH ST JC BLLFLD SPRINK	01-250-000-56675	42.00
19880		WEST SIDE BLLFLD LITES	01-250-000-56675	5.20
19880		916 N 14TH WARNING SIREN	01-250-000-56150	8.24
19880		COVE RD/CANAL RD SIREN	01-250-000-56150	15.67
19880		SUNSET STAR PLANTER	01-250-000-56675	42.00
19880		SIGN SHED	01-250-000-56675	5.20
19880		CHERRY BLOSSOM PARK	01-250-000-56675	13.00
19880		CLAY BANKS SIREN	01-250-000-56150	16.11
19880		835 N 14TH AVE CITY GARAGE	01-250-000-56675	42.00
23679	WISCONSIN FIRE CHIEFS	DIETMAN CONFER REGISTRATION	01-250-000-55600	200.00
23730	WPS	WST FIRE ST 656 S OXFORD AVE	01-250-000-56600	493.66
FIRST	FIRST NATIONAL BANK OF OMAHA	BATTERY MAINTENANCE	01-250-000-57550	405.00
FIRST		EMS REG/WIEG,AUST,FRANG,MONTV	01-250-000-55600	782.80
FIRST		LITESTIKS/LINE & CLIPS	01-250-000-54999	43.74
FIRST		LIGHT BAR	01-250-000-53000	762.00
FIRST		LED LIGHTS	01-250-000-53000	682.31
FIRST		MEALS/MUTUAL AID EGG HRBR	01-250-000-55600	36.00
JORNS	ETHAN JORNS	UNIFORM HAT	01-250-000-52900	9.00
MED TECH	MED-TECH RESOURCE INC.	EMS SUPPLIES	01-250-000-51350	255.96
WARNER	WARNER-WEXEL WHOLESALE &	CLEANING SUPPLIES	01-250-000-54999	91.92
TOTAL				6,157.65
TOTAL FIRE DEPARTMENT				6,157.65

INVOICES DUE ON/BEFORE 02/04/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
COMPOST/SOLID WASTE SITE				
01720	ARING EQUIPMENT COMPANY INC	LEFT SIGNAL LIGHT #1	01-320-000-51400	41.92
01720		RIGHT SIGNAL LIGHT #1	01-320-000-51400	41.92
01720		SHIPPING	01-320-000-51400	9.39
R0000655	TRANSMOTION, LLC	2 HYD MOTORS	01-320-000-51400	331.43
TOTAL				424.66
TOTAL COMPOST/SOLID WASTE SITE				424.66
ROADWAYS/STREETS				
HESLER	DARREN HESLER	HESLER CDL LICENSE RENEWAL	01-400-000-54999	30.00
TOTAL				30.00
TOTAL ROADWAYS/STREETS				30.00
SNOW REMOVAL				
06012	FASTENAL COMPANY	3-STAINLESS HEX HEAD BOLTS	01-410-000-51400	2.96
13415	MIDSTATES EQUIPMENT INC	2 BOXS HYD QUIK COUPLER	01-410-000-51400	248.71
13825	MORTON SALT	291.75 TON SALT	01-410-000-52400	16,148.37
20725	T R COCHART TIRE CENTER	TIRES & MOUNTS	01-410-000-51400	1,086.82
20725		TIRES	01-410-000-51400	382.00
20725		TIRE & MOUNTS	01-410-000-51400	1,124.00
GRAY'S	GRAY'S INC.	2-6FT BLADES	01-410-000-51400	216.00
GRAY'S		2-7FT BLADES	01-410-000-51400	252.00
GRAY'S		4 END BITS	01-410-000-51400	820.00
GRAY'S		5-12FT BLADED	01-410-000-51400	1,500.00
GRAY'S		DELIVERY CHARGES	01-410-000-51400	80.00
TOTAL				21,860.86
TOTAL SNOW REMOVAL				21,860.86
STREET MACHINERY				
01469	AIRGAS NORTH CENTRAL	LATE CHARGE	01-450-000-53000	2.88
03075	CARQUEST OF DOOR COUNTY	AIR & FUEL FILTERS	01-450-000-52150	15.09
03075		PRESTONE	01-450-000-52150	95.82
03075		THERMOSTAT	01-450-000-52150	52.23
03075		RAIN X	01-450-000-52150	22.02
03075		HYD FILTER	01-450-000-52150	5.10
03075		CLAW RIPPER EDGE TOOL	01-450-000-52150	8.92
03075		AUTO PARTS	01-450-000-52150	19.58
03075		SPECIAL ORDER	01-450-000-52150	19.58
03075		STD MINI LAMP	01-450-000-52150	7.97
03075		MISC PARTS	01-450-000-52150	88.16
03075		FUSE/BLUE CORAL/FILTERS	01-450-000-52150	106.68
03075		AUTO PART	01-450-000-52150	37.28
03075		SLACK ADJUSTER	01-450-000-52150	12.99
03075		GEN BATTERY/ UNIT 11	01-450-000-52150	87.49
03075		DISC BRAKE	01-450-000-52150	3.85

INVOICES DUE ON/BEFORE 02/04/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
03075		HEADER TAGGED BLADE	01-450-000-52150	11.89
03075		AUTO PARTS	01-450-000-52150	31.36
03075		INCAND SEALED BEAM	01-450-000-52150	13.15
03075		PLUG	01-450-000-52150	11.88
03075		AUTO PARTS	01-450-000-52150	67.12
03075		STOPLIGHT SWITCH	01-450-000-52150	11.92
03075		COM & TRACTOR BAT/CLAMP	01-450-000-52150	104.97
03075		V-BELT & GOV OUTRIGHT	01-450-000-52150	59.59
03075		CABIN AIR FILTER	01-450-000-52150	6.25
03075		POWER UNIT SOLENOID	01-450-000-52150	45.89
03075		RADIATOR & FREIGHT/FORD LTS	01-450-000-53000	991.00
03075		PRESTONE 50/50 GAL/TRCK 30	01-450-000-52150	42.27
04575	DOOR COUNTY HARDWARE	ELBOW NYLON	01-450-000-53000	9.96
04603	HALRON LUBRICANTS INC	4 CS DIESEL FUEL TRTMT	01-450-000-51650	252.00
06005	FABCO EQUIPMENT INC	MUFFLER ASSMBLY	01-450-000-53000	415.96
06005		WING SPRING	01-450-000-53000	192.24
06005		DIFFRENTIAL LOCK VALVE ASSBLY	01-450-000-53000	197.75
06005		CRANKASE BREATHER	01-450-000-53000	65.55
06005		FUEL LINE	01-450-000-53000	115.97
13460	MILLER BRADFORD & RISBERG, INC	STEP & STRAPS	01-450-000-53000	293.59
14000	NAPA AUTO PARTS	COOLANT FILTER	01-450-000-52150	8.75
20725	T R COCHART TIRE CENTER	TIRE CHANGE /#6	01-450-000-53000	100.00
GREEN BA	GREEN BAY REBUILDERS, LLC	REBUILD ALTENATOR/ #13	01-450-000-53000	50.00
HESLER	DARREN HESLER	OIL, INNER, OUTER FILTERS	01-450-000-53000	127.08
INTERSTA	INTERSTATE BATTERIES	1-12 VOLT DRILL BATTERY	01-450-000-52700	45.95
INTERSTA		1-12 VOLT GREASE GUN BATTERY	01-450-000-52700	47.89
O'REILLY	O'REILLY AUTO PARTS	BALL JOINT	01-450-000-52150	9.76
QUALITY	QUALITY TRUCK CARE CENTER INC	2 THRMOSTATS	01-450-000-53000	52.64
QUALITY		2 GASKETS AND HOUSING	01-450-000-53000	13.14
QUALITY		SHIPPING	01-450-000-53000	10.00
		TOTAL		3,991.16
		TOTAL STREET MACHINERY		3,991.16
CITY GARAGE				
01469	AIRGAS NORTH CENTRAL	2-TANKS ARGONNE	01-460-000-56250	146.55
02005	BAY ELECTRONICS, INC.	REPAIR 2 WAY RADIO	01-460-000-58999	95.00
04575	DOOR COUNTY HARDWARE	JOINT PASTE	01-460-000-55300	4.99
04575		SHOPLIGHT	01-460-000-55300	19.99
04966	EAGLE MECHANICAL INC	FURNACE BOILER REPAIR	01-460-000-56250	86.00
09300	INTEGRATED TIME SYSTEMS	TIME CARD	01-460-000-54999	100.00
09300		SHIPPING	01-460-000-54999	13.13
19880	STURGEON BAY UTILITIES	SALT SHED	01-460-000-56150	9.81
19880		835 N 14TH AVE CITY GARAGE	01-460-000-56150	1,039.11
19880		835 N 14TH AVE CITY GARAGE	01-460-000-58650	200.60
23730	WPS	835 N 14TH AVE CITY GARAGE	01-460-000-56600	3,173.25
		TOTAL		4,888.43
		TOTAL CITY GARAGE		4,888.43

INVOICES DUE ON/BEFORE 02/04/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
19880	STURGEON BAY UTILITIES	TRFC WARN LGHT ELM CTY C	01-499-000-58000	2.75
19880		OLD HWY RD SIGN	01-499-000-58000	11.05
BODART	BODART ELECTRIC SERVICE, INC	DAMAGED SIGNAL REPAIR	01-499-000-58050	809.75
TOTAL				823.55
TOTAL HIGHWAYS - GENERAL				823.55
PARK & RECREATION ADMIN				
03767	STAPLES ADVANTAGE	CARD STOCK/CLIPS/LABELS/PENCIL	01-500-000-51950	53.88
03767		OFFICE CHAIR	01-500-000-51250	154.99
TOTAL				208.87
TOTAL PARK & RECREATION ADMIN				208.87
PARKS AND PLAYGROUNDS				
03075	CARQUEST OF DOOR COUNTY	P9 DOOR HANDLE	01-510-000-53000	29.23
03075		MOWER OIL FILTER	01-510-000-53000	2.78
03075		WELDING WIRE	01-510-000-54999	35.62
03075		MC28 FUEL FILTER	01-510-000-53000	8.02
03075		TRAILER GREASE SEAL	01-510-000-53000	25.32
03075		TRAILER BEARINGS	01-510-000-53000	56.64
03075		TRAILER TAIL LIGHTS	01-510-000-53000	25.83
03075		CREDIT RETN TRLR GREASE SEAL	01-510-000-53000	-25.32
03075		P9-DOOR HANDLE	01-510-000-53000	29.23
06012	FASTENAL COMPANY	TRACTOR BUCKET HOOKS	01-510-000-53000	14.10
06012		CASE TRACTOR PARTS	01-510-000-53000	6.48
08225	HERLACHE SMALL ENGINE	STRING TRIMMER HEAD	01-510-000-54999	26.99
08225		CHAIN SAW COIL	01-510-000-54999	9.00
08225		CHAIN SAW PLUG	01-510-000-54999	3.75
13049	MAY'S SPORT CENTER	CAP FOR TRIMMER	01-510-000-54999	6.74
14000	NAPA AUTO PARTS	FUEL FILTER/ MC28	01-510-000-53000	7.90
14000		TOGGLE SWITCH/MC28	01-510-000-53000	4.42
19070	SCHARTNER IMPLEMENT INC	BLOWER PARTS	01-510-000-53000	60.75
19297	SHORE TO SHORE RENTAL, INC	STRING TRIMER HEAD	01-510-000-53000	79.14
19310	GALETON GLOVES INC	GLOVES	01-510-000-52350	44.50
19310		SHIPPING	01-510-000-52350	12.03
19880	STURGEON BAY UTILITIES	SUNSET CNTR	01-510-000-56150	100.64
19880		SUNSET CNTR	01-510-000-58650	51.40
19880		FRANK GRASSE SHELTER	01-510-000-56150	65.60
19880		OTUMBA PARK	01-510-000-56150	8.24
19880		WEST SIDE WARM HSE	01-510-000-56150	35.24
19880		JAYCEE BALLFLD STAND	01-510-000-56150	8.24
19880		OTUMBA PK WALKWAY	01-510-000-56150	52.55
19880		OTUMBA PK STREET LTG	01-510-000-56150	150.81
19880		FLORIDA ST/SUNSET PK	01-510-000-56150	15.89
19880		SIGN SHED	01-510-000-56150	23.42
19880		CHERRY BLOSSOM PARK	01-510-000-56150	8.24
23730	WPS	335 S 14TH AVE MEMORIAL FLD	01-510-000-56600	454.88
L&P	L&P CONVENIENT STORE SBAY LLC	PREMIUM GAS	01-510-000-51650	15.57
O'REILLY	O'REILLY AUTO PARTS	MOWER AIR FILTER & SPARK PLUG	01-510-000-53000	18.98

INVOICES DUE ON/BEFORE 02/04/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
PROPET	PROPET DISTRIBUTORS, INC	2 CSES DOG LITTER BAGS	01-510-000-51850	488.35
R0000641	SAFELITE FULFILLMENT, INC	PRK TRCK WINDSHIELD	01-510-000-53000	230.89
TOTAL				2,192.09
TOTAL PARKS AND PLAYGROUNDS				2,192.09
MUNICIPAL DOCKS				
19880	STURGEON BAY UTILITIES	36 S NEENAH PKG LOT LITES	01-550-000-56150	170.52
19880		38 S NEENAH PAVILLION	01-550-000-56150	8.24
19880		38 S NEENAH AVE RSTRM	01-550-000-56150	31.20
23730	WPS	36 S NEENAH AVE RESTRM	01-550-000-56600	9.73
TOTAL				219.69
TOTAL MUNICIPAL DOCKS				219.69
WATER WEED MANAGEMENT				
03075	CARQUEST OF DOOR COUNTY	HALOGEN LIGHT BULBS	01-560-000-51400	15.38
20725	T R COCHART TIRE CENTER	TIRES & DISPOSAL/BACKHOE #60	01-560-000-51400	2,234.00
TOTAL				2,249.38
TOTAL WATER WEED MANAGEMENT				2,249.38
WATERFRONT PARKS & WALKWAYS				
19880	STURGEON BAY UTILITIES	DC MUSEUM WALKWAY LITES	01-570-000-56150	38.16
19880		DC MUSEUM PKG LOT LITES	01-570-000-56150	220.43
TOTAL				258.59
TOTAL WATERFRONT PARKS & WALKWAYS				258.59
PUBLIC FACILITIES				
04696	DOOR COUNTY TREASURER	FOURTH QTR LIBRARY CONTRACT	01-700-000-56850	24,072.60
TOTAL				24,072.60
TOTAL PUBLIC FACILITIES				24,072.60
COMMUNITY & ECONOMIC DEVLPMT				
FIRST	FIRST NATIONAL BANK OF OMAHA	DOT MTG LUNCH/OLEJNICZAK	01-900-000-55600	15.29
TOTAL				15.29
TOTAL COMMUNITY & ECONOMIC DEVLPMT				15.29
TOTAL GENERAL FUND				167,878.52

INVOICES DUE ON/BEFORE 02/04/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CAPITAL FUND				
COMPUTER				
FIRST	FIRST NATIONAL BANK OF OMAHA	48 PORT CISCO SWITCH	10-125-000-59040	2,889.61
FIRST		PORT SEC MONITOR FOR PD	10-125-000-59040	602.84
TOTAL				3,492.45
TOTAL COMPUTER				3,492.45
PATROL				
TASER	TASER INTERNATIONAL	LEFET TASER HOLSTER	10-215-000-59999	64.71
TOTAL				64.71
TOTAL PATROL				64.71
FIRE DEPARTMENT				
EXPENSE				
NEW CENT	NEW CENTURY SERVICE	FOUR CHAIRS	10-250-000-59030	1,500.00
TOTAL EXPENSE				1,500.00
TOTAL FIRE DEPARTMENT				1,500.00
CURB/GUTTER/SIDEWALK				
EXPENSE				
19880	STURGEON BAY UTILITIES	UTILITY POLE INSTLL/SAFE ROUTE	10-440-000-59105	800.00
20070	TAPCO	SCHOOL ZONE SPEED BOARDS	10-440-000-59105	12,200.00
TOTAL EXPENSE				13,000.00
TOTAL CURB/GUTTER/SIDEWALK				13,000.00
TOTAL CAPITAL FUND				18,057.16
CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
02975	CAMERA CORNER	BATT CHRGE,ADAPT & MOUSE	21-000-000-52700	129.97
03159	CHARTER COMMUNICATIONS	01/14 CB MUSIC SERVICE	21-000-000-56700	33.19
22800	WALMART COMMUNITY	DVD/CASES/PENS	21-000-000-51950	180.50
22800		MEMBERSHIP DUES	21-000-000-56000	45.00
FIRST	FIRST NATIONAL BANK OF OMAHA	MACBK PRO,CABLE,HRD DRVE	21-000-000-59070	3,797.90
FIRST		VIDEO EDITING SOFTWARE	21-000-000-51100	450.00
FIRST		CD MEDIA CABINET	21-000-000-54999	279.96
MANN	MANN COMMUNICATIONS, LLC	02/4/14 CONTRACT	21-000-000-55015	4,685.00
TOTAL CABLE TV / GENERAL				9,601.52
TOTAL CABLE TV / GENERAL				9,601.52
TOTAL CABLE TV				9,601.52

INVOICES DUE ON/BEFORE 02/04/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
TID #2 DISTRICT				
TID DISTRICT #2				
04575	DOOR COUNTY HARDWARE	PAINT /SWYR PLQUE BASES	25-320-000-59105	35.92
TOTAL				35.92
TOTAL TID DISTRICT #2				35.92
TOTAL TID #2 DISTRICT				35.92
TID #4 DISTRICT				
TID #4 DISTRICT				
FIRST	FIRST NATIONAL BANK OF OMAHA	CRWNE RYL HTL/ CONFERENCE	28-340-000-55001	120.17
FIRST		FUEL	28-340-000-55001	46.47
MEYER BO	MEYER BORGMAN JOHNSON	PROF SERVICES THRU 1.15.14	28-340-000-55001	1,980.00
MEYER BO		PROF SERV 10/16/13-11/15/13	28-340-000-55001	3,918.74
TOTAL				6,065.38
TOTAL TID #4 DISTRICT				6,065.38
TOTAL TID #4 DISTRICT				6,065.38
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
04696	DOOR COUNTY TREASURER	DEC FUEL 917.66G DSL/3.82G	60-000-000-51650	3,512.80
04696		DEC FUEL 2913.24G DSL/3.82G	60-000-000-51650	11,151.88
04696		DEC FUEL 181.56 G UNL/3.29G	60-000-000-51650	597.89
20725	T R COCHART TIRE CENTER	FLAT TIRE REPAIR #39	60-000-000-53000	30.00
20725		AIR JACK	60-000-000-56250	475.00
JX ENT	JX ENTERPRISES, INC.	VEHICLE INSPECT & MAINT	60-000-000-53000	2,269.01
TOTAL SOLID WASTE ENTERPRISE FUND				18,036.58
TOTAL SOLID WASTE ENTERPRISE FUND				18,036.58
TOTAL SOLID WASTE ENTERPRISE				18,036.58
TOTAL ALL FUNDS				219,675.08

**MANUAL CHECKS**

BENEFIT ADVANTAGE Check # 74171 01/24/14 January fees and Renewal fees 01-600-000-50510	\$ 756.00
PITNEY BOWES Check # 74172 01/24/14 Postage 01-199-000-57250	\$ 800.00
SOUTHERN DOOR SCHOOL DISTRICT Check # 74173 01/27/14 Mobile Home Tax 01-000-000-41300	\$ 229.43
STURGEON BAY SCHOOL DISTRICT Check # 74174 01/27/14 Mobile Home Tax 01-000-000-41300	\$ 3053.29
BENEFIT ADVANTAGE Check # 74175 01/27/14 Benefit Advantage Claims 01-000-000-21535	\$ 2449.63
<b>TOTAL MANUAL CHECKS</b>	<b>\$ 7288.35</b>

INVOICES DUE ON/BEFORE 02/04/2014

VENDOR # NAME ITEM DESCRIPTION ACCOUNT # AMOUNT DUE

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SUMMARY OF FUNDS:

GENERAL FUND	<del>167,878.52</del>	175,166.87
CAPITAL FUND	18,057.16	
CABLE TV	9,601.52	
TID #2 DISTRICT	35.92	
TID #4 DISTRICT	6,065.38	
SOLID WASTE ENTERPRISE	18,036.58	
	<hr/>	
TOTAL --- ALL FUNDS	<del>219,675.08</del>	226,963.43

COMMON COUNCIL  
January 21, 2014

A regular meeting of the Common Council was called to order at 7:02 p.m. by Mayor Birmingham. The Pledge of Allegiance was recited. Roll call: Wiegand, Vandertie, Ireland, Wiesner, Fett and Schlicht were present. Stutting was excused.

Schlicht/Fett to adopt agenda. Carried.

Wiegand/Schlicht and to approve following bills: General Fund - \$3,896,527.31, Capital Fund - \$13,736.71, Cable TV - \$100.00, TID #4 - \$10,437.02, and Solid Waste Enterprise Fund - \$12,443.64 for a grand total of \$3,933,244.68. Roll call: All voted aye. Carried.

Schlicht/Wiesner to approve consent agenda:

- a. Approval of 1/7/14 regular and 12/17/13 closed session Common Council minutes.
- b. Approval of the following minutes:
  - (1) Sturgeon Bay Utility Commission – 9/10/13
  - (2) Waterfront Redevelopment Authority – 12/16/13
  - (3) City Plan Commission – 12/18/13
  - (4) ~~Bicycle & Pedestrian Advisory Board – 1/2/14~~ Removed from agenda
- c. Place on file the following reports:
  - (1) Inspection Department Report – December 2013
  - (2) Police Department Report – December 2013
- d. Consideration of: Approval of Beverage Operator license.
- e. Consideration of: Approval of Combination Class B Beer & Class B Liquor 300 seat restaurant license for Door County Fire Company LLC.

Carried.

There were no mayoral appointments.

Shirley Senarighi, representing the Door County Civility Project, presented the nine tools of civility to the Council.

Schlicht/Fett to adopt a resolution to accept the nine tools of civility. Carried.

Fett/Schlicht to adopt a resolution to combine wards for common polling place for the Spring Primary. Carried.

Wiegand/Ireland to approve the bid tab results and proceed with the special assessment for installation/extension of sanitary sewer and watermains to service the Maritime Plaza and Maritime Landing Development. Carried.

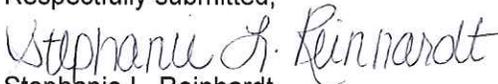
Parking & Traffic Committee Chair Schlicht, Community Protection & Services Committee Chair Fett and Sturgeon Bay Utility Commission member Fett presented reports for their respective committees/commissions.

No one spoke during public comment.

The Mayor made his comments.

Ireland/Wiesner to adjourn. Carried. The meeting adjourned at 7:39 p.m.

Respectfully submitted,



Stephanie L. Reinhardt  
City Clerk/Human Resources Director

STURGEON BAY UTILITIES  
Regular Meeting  
December 10<sup>th</sup>, 2013

President Stewart Fett called the regular meeting of the Utilities Commission to order at 12:00 p.m. at the Sturgeon Bay Utilities office. Roll call: President Stewart Fett, Vice-President Gary DeNamur, Secretary Robert Schlicht and Commissioners Matt Felhofer, Cindy Weber, and Dan Wiegand were present. Mayor Thad Birmingham entered later as indicated. Also present were General Manager James Stawicki, Operations Manager Cliff White, Electric Supervisor Jason Bieri and Recording Secretary Kelly LaLuzerne.

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

Wiegand/DeNamur to approve the minutes of the regular and closed meetings held on November 12<sup>th</sup>, 2013. Motion carried.

The Commission proceeded to review the bills for November in the amount of \$1,824,197.92. Fett/Schlicht to approve payment of the bills. Motion carried.

The October 2013 financials were presented. Felhofer/Wiegand 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.

Mayor Birmingham entered at 12:10 p.m.

Next was discussion of medical and dental plans for 2014. Over the past couple months, SBU and the City of Sturgeon Bay have been working together to select a plan that is both cost effective and provides continued service to all employees. The group selected Network Health for their medical plan (2014 net savings of 26.5%) and Delta Dental (net savings of 12%/yr) for their dental plan. Plans are effective January 1<sup>st</sup>, 2014. This item was for information only.

The Operations Report was presented to the Commission. DeNamur/Birmingham to accept the Operations Report for November. Motion carried.

Next were Council member's updates on issues. President Fett acknowledged SBU and the City of SB success on finding a common cost savings health and dental insurance plan.

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

- a. Adjustments for the month
- b. Update on projects

Fett/Wiegand to convene in closed session in accordance with the following exemption:

Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Wis Stats. 19.85(1)(c).

- a. Discussion of personnel matters

Upon roll call vote, all voted aye. Motion carried. The meeting convened to closed session at 12:25 p.m. and reconvened at 12:33 p.m.

Felhofer/DeNamur to approve the agreement with changes as discussed. Motion carried.

Felhofer/Weber to adjourn. Motion carried. The meeting adjourned at 12:35 p.m.

\_\_\_\_\_  
Robert Schlicht  
Secretary

Approved for publication:

\_\_\_\_\_  
Stewart Fett  
President

\_\_\_\_\_  
James Stawicki  
General Manager

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

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

STURGEON BAY UTILITIES  
CLOSED SESSION  
December 10<sup>th</sup>, 2013

President Fett called the closed session to order at 12:25 p.m. with himself, Vice-President Gary DeNamur, Secretary Robert Schlicht, Mayor Thad Birmingham and Commissioners Matt Felhofer, Cindy Weber and Dan Wiegand present. Also present was General Manager James Stawicki.

A general discussion regarding personnel matters was held.

Fett/Schlicht to adjourn. Upon roll call vote, all voted aye. Motion carried. The closed session adjourned at 12:33 p.m.

\_\_\_\_\_  
Robert Schlicht  
Secretary

Approved for publication:

\_\_\_\_\_  
Stewart Fett  
President

\_\_\_\_\_  
James Stawicki  
General Manager

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

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

## **Bicycle and Pedestrian Advisory Board Meeting Minutes Thursday, January 2, 2014**

The Bicycle and Pedestrian Advisory Board meeting was called to order at 4:02 p.m. by Chairperson Bob Schlicht in the 2<sup>nd</sup> floor Conference Room, City Hall, 421 Michigan Street.

**Roll Call:** Members Bob Schlicht, Paul Anschutz, Laurel Brooks, Leni Spaude, and Tony Depies were present. Members Randy Watermolen, Rhonda Kohlberg, and Dr. Nathan Hayes were absent. Also present was Police Assistant Candy Jeanquart and Mayor Thad Birmingham.

**Adoption of agenda:** Moved by Mr. Depies, Seconded by Ms. Brooks to adopt the following agenda:

1. Roll call.
2. Approval of agenda.
3. Approval of minutes from December 5, 2013.
4. Consideration of: Safety and education programs.
5. Review of: Projects for Bike and Pedestrian needs.
6. Adjourn.

All in favor. Carried.

**Approval of minutes from December 5, 2013:** Moved by Mr. Schlicht, Seconded by Mr. Depies to approve the minutes from December 5, 2013. **All in favor. Carried.**

**Consideration of: Safety and Education Programs:** Mr. Anschutz is anticipating the Bike Rodeo to be held May 17, 2014 or May 24, 2014. Mr. Depies will talk with the Community Service Officers to volunteer. Mr. Schlicht stated he would volunteer. Mr. Anschutz indicated that bike week is around the time of the Bike Rodeo. Mr. Anschutz will be contacting the Door County Silent Sports Alliance (DCSSA) for volunteers.

Mr. Anschutz inquired information about Bicycle and Pedestrian information being included on the City of Sturgeon Bay website. Mr. Depies stated the Bicycle and Pedestrian website links need to be approved before posting to the website. Mr. Depies will be working through the process to approve the links and update the website. Mr. Schlicht is requesting to have Stephanie Reinhardt attend the next meeting to answer questions regarding the website. Mr. Anschutz and Ms. Brooks suggested a banner on the website home page stating Sturgeon Bay is a bike friendly community. Mr. Schlicht set a goal of March 2014 to have the website completed with Bicycle and Pedestrian pages and links.

**Review of: 2014 Projects for Bike and Pedestrian needs:** Mr. Depies presented the following 2014 projects:

1. Spruce Street from South Duluth Ave to South Geneva Ave: No existing sidewalks and no bike improvements needed. Repairing asphalt and repaving. The committee did not recommend any bike or pedestrian improvements to this road segment.

2. South Elgin Court from West Spruce Street to the end: No existing sidewalks and no bike improvements needed. Repairing asphalt and repaving. The committee did not recommend any bike or pedestrian improvements to this road segment.

3. Thorn Street from Oxford Street to 350' North East of Oxford: Reconstruction will be done, sidewalks are under review. The developer of Cul de sac is requesting to link the sidewalks to the marina and future path instead of to Oxford.

Moved by Mr. Schlicht, Seconded by Mr. Anschutz to recommend the Parking and Traffic Committee follow the cities original plan as required by the Council for residential improvements. **Motion Carried. Member Depies opposed.**

4. West Juniper Street from North Hudson Ave to North Fulton Ave: Safe routes to school plan identifies sidewalks on Juniper west of Fulton. Repairing asphalt and repaving. The committee did not recommend any bike or pedestrian improvements to this road segment.

5. North 14<sup>th</sup> Avenue including Michigan Street: Bike improvements are limited due to school zone. Buses pick up in front of the high school but parents pick up by the middle school off 14<sup>th</sup> Avenue and will be waiting along 14<sup>th</sup> Ave. The Bicycle master plan identifies bike lanes on 14<sup>th</sup> Ave from Michigan St. to Egg Harbor Rd. but there will be a choice between parking lanes / turn lanes or bike lanes adjacent to the middle school. Painting will be needed for crosswalks and bike needs. Michigan street to be leveled and topped with 3/8 inch emulsified water based asphalt.

Mayor Thad Birmingham supports the Bicycle and Pedestrian requests. Mayor Thad Birmingham suggested postponing the Bicycle and Pedestrian request for North 14<sup>th</sup> Avenue including Michigan Street until the 2015 budget year.

Moved by Ms. Brooks, Seconded by Mr. Schlicht to recommend the Parking and Traffic Committee move forward with the ladder crosswalks in all three directions from Michigan and 14<sup>th</sup> Ave. **Motion Carried. Members Depies and Spaude opposed.**

Moved by Ms. Brooks, Seconded by Ms. Spaude to further review 14<sup>th</sup> Avenue bike lanes from Michigan Street to Egg Harbor Road with 2015 projects. **Motion Carried. Member Anschutz opposed.**

Michigan Street is to be leveled and topped with 3/8 inch emulsified asphalt surface treatment to level the pavement and add 10 years to the existing road.

Mr. Schlicht to recommend that Parking and Traffic review Michigan Street repairs, Seconded by Ms. Brooks. **All in favor. Carried.**

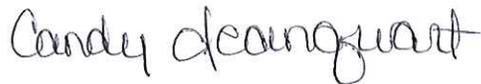
6 and 7. North 3<sup>rd</sup> Ave from Georgia to Iowa to Florida Street: Repair storm sewer and sidewalks, also repair the asphalt. Currently the pavement is too narrow for bike lanes with parking.

Moved by Mr. Anschutz, Seconded by Ms. Spaude to recommend the Parking and Traffic Committee include sharrow pavement marking and bike friendly signs to the entire project area. **All in favor. Carried.**

8. Circle Ridge Road from Circle Ridge Place to South 42: No bike improvements needed. No existing sidewalks. Repair asphalt and repave. Future plans to review a walkway loop between the bridges around the bay. The committee did not recommend any bike or pedestrian improvements to this road segment.

**Adjourn:** Moved by Mr. Schlicht, Seconded by Ms. Brooks. **All in favor. Carried**  
Meeting adjourned at 6:18 p.m.

Respectfully submitted,



Candy Jeanquart  
Police Assistant

**CITY PLAN COMMISSION**  
Wednesday, January 15, 2014

A meeting of the City Plan Commission was called to order at 7:15 p.m. by Chairperson Dan Wiegand in Council Chambers, City Hall, 421 Michigan Street.

**Roll call:** Members Steve Parent, Rick Wiesner, Dan Wiegand, Dennis Statz, Mike Gilson, and Jeff Norland were present. Excused: Member Laurel Brooks. Also present were City Administrator Steve McNeil, City Engineer Tony Depies, Community Development Director Marty Olejniczak, and Community Development Secretary Cheryl Nault.

**Adoption of agenda:** Moved by Mr. Statz, seconded by Mr. Norland to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from December 18, 2013.
4. Public comment on non-agenda items.
5. Conditional use request from T.M. Crowley & Associates for approval of a drive-through facility for a proposed pharmacy:  
Presentation:  
Public hearing:  
Consideration of:
6. Consideration of: Sign code amendment to allow electronic message signs in residential districts for churches.
7. Adjourn.

Carried.

**Approval of minutes from December 18, 2013:** Moved by Mr. Wiesner, seconded by Mr. Parent to approve the minutes from December 18, 2013. Carried.

**Public comment on non-agenda items:** No one spoke during public comment.

**Conditional use request from T.M. Crowley & Associates for approval of a drive-through facility for a proposed pharmacy:**

**Presentation:** Richard Donner, attorney for T.M. Crowley, the developer for CVS Pharmacy, introduced Project Engineer Brad Prischman, who explained where the drive-through for the proposed CVS Pharmacy would be located. The existing access on 14<sup>th</sup> Avenue for the Neighborhood Pub would be closed and relocated as far south as possible. Also, the existing access on Egg Harbor Road would be closed. The Maurices/US Cellular driveway located on Egg Harbor Road will remain as a shared driveway with CVS. The store entrance will face 14<sup>th</sup> Avenue, with the drive-through window located at the SE corner, keeping away from pedestrian flow and store entrance. There will be enough room to stack seven cars and there will be a one-way drive aisle.

**Public hearing:** Chairperson Wiegand opened the public hearing at 7:25 p.m.

Bob Schlicht, 244 N. 17<sup>th</sup> Dr. and District 7 Alderman, complimented the development team on their site plan. He was just concerned about proper traffic flow with the shared driveway.

There was no written correspondence. The public hearing was declared closed at 7:27 p.m.

**Consideration of:** Mr. Olejniczak commented that one thing that was not evident on the site plan was signage. Directional signage is permitted with a maximum of 4 sq. ft. Any exterior lighting associated with the drive-through facility would need to be shielded.

Mr. Norland questioned the City easement in relation to the detention pond and what the distance is from the canopy to the curbing. Mr. Olejniczak responded no curb cut would be necessary since there would be very few times the City would need to attend to the pond.

Mr. Donner added that the drive-through would be for prescription pick-up only. Doctors would call ahead for the pharmacy to have the prescription ready for the customer.

Mr. Prischman stated there is enough room for a car to pass another car and exit in the drive-through lane if they decided not to pick up their prescriptions. There will be directional signage to direct traffic from 14<sup>th</sup> Avenue and Egg Harbor Rd. There will also be signage painted on the pavement. Mr. Depies added that the canopy is not the full width of a car.

Charlie Haapala, representing T.M. Crowley, stated that there will be LED lighting under the canopy, with frisbee-shapes containing pin lights. The building will have wall packs, with the lighting shining down. If there are any lights installed that the City does not agree with, they will be removed.

After further discussion, it was moved by Mr. Gilson, seconded by Mr. Norland to approve the conditional use request for a drive-through facility, subject to any exterior lighting associated with the drive-through facility must use shielded fixtures such that light is not directly cast skyward or onto adjoining properties. All ayes. Carried.

**Consideration of: Sign code amendment to allow electronic message signs in residential districts for churches:** Mr. Olejniczak referred to a letter from City Attorney Randy Nesbitt in regard to regulating EVMS in the residential district. Mr. Nesbitt concluded that making decisions on such signs on a case by case basis is not recommended, as well as not allowing such signs in the residential districts solely for churches. Having different requirements for such signs in the residential districts is OK provided the regulations are content-neutral. Rules regarding the size, brightness, message interval, etc. would be permissible.

Mr. Olejniczak added that an online petition was received through the Change.org website by Melissa Hadley. The petition was against allowing LED/Neon flashing signs in the residential neighborhoods of Door County, WI. The petition was signed by two Sturgeon Bay residents, two or more Door County residents, 24 signatures from other parts of the United States, and 8 residents from around the world.

Mr. Olejniczak offered several options for the Commission to consider.

Mr. Wiegand mentioned that he came across a national list regarding electronic signage. There are limitations on what can be put on the signs. No one can be excluded. Mr. Olejniczak added that the City requires static messages only. They cannot change earlier than six seconds. Currently, a manual reader board or permanent signage is allowed in residential districts.

Commission members were fearful of setting precedence. Setting hours of operation and brightness only for churches is one thing, but the concern was with the rest of the residential district.

Mr. Olejniczak brought up the idea of creating a special zoning district for churches/schools that would allow the electronic message signs, such as an institutional district.

Steve Heinz, 211 N 17<sup>th</sup> Dr., representing Bay View Lutheran Church, stated they were just looking at installing a sign similar to the Sturgeon Bay High School. Brick would be used to match the exterior of their building. They would not only advertise church events, but community events. Neighbors had been contacted. There was only one neighbor that had a concern. They would like to proceed and feel it would be worthwhile.

Bob Schlicht, 244 N 17<sup>th</sup> Dr., President of St. Peters Church, stated they are looking to replace their existing sign. A campaign had been started four years ago to raise funds for an electronic message sign. The cost of that sign is in excess of \$29,000. The plan is to use Door County limestone and make it attractive. Their board would be used for advertising different activities that are held within the church facilities, such as open fitness, blood drive, and basketball. He said each activity brings their own sign that is placed on the church property. He would agree to creating an Institutional district.

Mr. Wiegand suggested that Mr. Olejniczak contact Mr. Nesbitt in regard to creating an Institutional zoning district.

Mr. Olejniczak stated there are still setbacks to follow and size requirements. Signs would have to be approved by the Aesthetic Design & Site Plan Review Board. He will investigate an Institutional zoning district.

**Adjourn:** Moved by Mr. Statz, seconded by Mr. Parent to adjourn. Carried. Meeting adjourned at 8:10 p.m.

Respectfully submitted,



Cheryl Nault  
Community Development Secretary

January 20, 2014

A meeting of the Parking & Traffic Committee was called to order at 3:33 p.m. by Chairperson Schlicht in Council Chambers, City Hall, 421 Michigan Street.

Members Bob Schlicht, Ron Vandertie and Ed Ireland were present. Also present: City Administrator Steve McNeil, Police Captain Dan Brinkman, City Engineer Tony Depies and Municipal Services Secretary Colleen DeGrave.

Moved by Ald. Schlicht, seconded by Ald. Ireland to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from 9/16/13.
4. Consideration of: Request from Julie Behnke at Younkens to lift the two hour parking limit on Louisiana Street between 4<sup>th</sup> and 5<sup>th</sup> Avenue during the winter months.
5. Consideration of: Maple Street and Madison Avenue signal timing review.
6. Consideration of: Thorn Street improvements.
7. Consideration of: Ladder crosswalks in all three directions from Michigan Street and 14<sup>th</sup> Ave.
8. Consideration of: Review 14<sup>th</sup> Avenue, bike lanes from Michigan Street to Egg Harbor Road with 2015 projects.
9. Consideration of: Sharrow marking and bike friendly signs on 3<sup>rd</sup> Ave. from Iowa Street to Florida Street.
10. Adjourn.

All in favor. Carried.

Moved by Ald. Ireland, seconded by Ald. Vandertie to approve the minutes from 9/16/13. Carried.

**Consideration of: Request from Julie Behnke at Younkens to lift the two hour parking limit on Louisiana Street between 4<sup>th</sup> and 5<sup>th</sup> Avenue during the winter months.**

Julie Behnke, Younkens store manager, spoke requesting to have the two hour parking limit lifted, specifically for the winter months. She stated right now they are using a few different parking lots in different locations and she was concerned about the safety of her employees walking by themselves at night when it is dark, and during inclement weather. Steve McNeil stated this could be done, but cannot reserve the parking for Younkens employees, but simply gives the option of parking there. Tony Depies stated the signs can be removed from only one side if desired.

Motion by Ald. Vandertie, seconded by Ald. Schlicht to recommend to Council to lift the two hour parking limit on the north side of Louisiana Street, between 4<sup>th</sup> and 5<sup>th</sup> Avenue, from December 1 – April 1. All in favor. Carried.

**Consideration of: Maple Street and Madison Avenue signal timing review.**

Tony Depies explained the current traffic signal lights at Maple Street and Madison Avenue are old and have limitations, but will be updated in future developments. A signal timing study was done in the past, but the needs of that intersection have changed and a new study should be done. Mr. Depies suggested to the committee using a flashing red or yellow light beginning at 8 p.m. or later. He stated TAPCO would be able to walk him through the resetting of the light mode and timing. Bob Schlicht asked Captain Brinkman if the Police Dept. receives a lot of calls regarding these traffic lights. Captain Brinkman stated he had no data suggesting they were a problem. Ed Ireland suggested there was no reason for a change and no action was taken.

**Consideration of: Thorn Street improvements.**

Jim McGowan, 506 Oxford Ave., Sturgeon Bay spoke against putting sidewalks on Thorn Street and submitted a signed petition. He expressed concern over people being directed toward the marina and the vandalism, etc. that could possibly result from heavier pedestrian traffic. He is worried about the maintenance and liability of sidewalks as a property owner, with no added value to his property. He also asked for extension & repair to the asphalt instead of sidewalks.

Ken Lynch, 1522 Lynchs Bluff Rd., Brussels spoke against sidewalks on Thorn Street. Ald. Schlicht stated support for sidewalks is rare due to maintenance and assessment reasons, however adding sidewalks after development has occurred becomes difficult. Tony Depies reported there are multifamily lots waiting to be developed that could be served by installing sidewalks.

Motion by Ald. Vandertie to place a walkway to the marina with no sidewalks. Motion failed for lack of second. Motion by Ald. Vandertie to not install sidewalks on Thorn Street. Motion failed for lack of second. Motion by Ald. Schlicht for

sidewalks to be installed on Thorn Street per the current sidewalk ordinance. Motion failed. Ald. Ireland asked for the Thorn Street sidewalks to be sent back to the Planning Commission. Steve McNeil stated this had already been to Council. No recommendation was approved.

**Consideration of: Ladder crosswalks in all three directions from Michigan Street and 14<sup>th</sup> Ave.**

Ald. Schlicht said the Bike & Pedestrian Advisory Board had suggested ladder crosswalks in these locations.

Motion by Ald. Vandertie, seconded by Ald. Ireland to recommend to Council placing non-ladder style crosswalks in all three directions at the intersection of Michigan Street and 14<sup>th</sup> Avenue. All in favor. Carried.

**Consideration of: Review 14<sup>th</sup> Avenue, bike lanes from Michigan Street to Egg Harbor Road with 2015 projects.**

Ald. Schlicht said the recommendation from the Bike & Pedestrian Advisory Board was to hold off on painting the bike lanes on 14<sup>th</sup> Avenue until 2015. Tony Depies said the master plan identifies bike lanes on 14<sup>th</sup> Avenue. Joe Neuville, 1980 County U, Sturgeon Bay spoke in favor of bike lanes on both sides of 14<sup>th</sup> Avenue. Randy Sahs, 6445 Berg Rd., Sturgeon Bay, spoke in support of bike lanes on 14<sup>th</sup> Avenue.

Motion by Ald. Vandertie, seconded by Ald. Ireland to accept the Bike & Pedestrian Board's plan to review bike lanes on 14<sup>th</sup> Avenue in 2015. All in favor. Carried.

**Consideration of: Sharrow marking and bike friendly signs on 3<sup>rd</sup> Avenue from Iowa Street to Florida Street.**

Motion by Ald. Schlicht, seconded by Ald. Ireland, to recommend to Council placing sharrows and signage on 3<sup>rd</sup> Ave. from Iowa Street to Florida Street per the recommendation of the Bike & Pedestrian Advisory Board. All in favor. Carried.

Motion by Ald. Vandertie, seconded by Ald. Schlicht to adjourn. All in favor. Carried.

Meeting adjourned at 4:31 p.m.

Respectfully Submitted,



Colleen K. DeGrave  
Municipal Services Secretary

**AESTHETIC DESIGN & SITE PLAN REVIEW BOARD**

Monday, January 20, 2014

The Aesthetic Design & Site Plan Review Board meeting was called to order at 5:30 p.m. by Chairperson Mark Lake in Council Chambers, City Hall, 421 Michigan St.

**Roll call:** Members Mark Lake, John Kolodziej, Dennis VanBramer, Jon Burk, and Holly Feldman were present. Also present were City Administrator Steve McNeil, Community Development Director Marty Olejniczak, and Community Development Secretary Cheryl Nault.

**Adoption of agenda:** Moved by Mr. Kolodziej, seconded by Ms. Feldman to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from August 19, 2013.
4. Consideration of: Proposed CVS Pharmacy, located at 1407 Egg Harbor Rd.
5. Adjourn.

Carried.

**Approval of minutes from August 19, 2013:** Moved by Mr. Van Bramer, seconded by Mr. Kolodziej to approve the minutes from August 19, 2013. Carried.

**Consideration of: Proposed CVS Pharmacy, located at 1407 Egg Harbor Rd.:** CVS representative Mark Bettenhausen stated that the proposed CVS Pharmacy will have a much smaller footprint than the stores in Green Bay. He showed building elevations for the proposed store at Egg Harbor Rd. and 14<sup>th</sup> Avenue.

Project Engineer Brad Prischman explained that the access point on 14<sup>th</sup> Avenue will be located as far south as possible. The parking lot will mirror the Maurice's lot. There will be a sidewalk to connect to the public sidewalk on 14<sup>th</sup> and Egg Harbor Rd. The drive-through will be located at the SE corner of the site. There will be stacking room for 6-7 cars. The one-way drive-through will drive out toward Egg Harbor Rd. The parking lot will include 40 stalls and additional green space.

CVS representative Charlie Haapala added that the proposed building has a cleaner look. It will have windows across the side, appearing clean, open, and airy.

Proposed building materials were passed around, including polished masonry in a shadow gray color, a white and light gray fiber cement panel system, and an aluminum storefront and a clear anodized aluminum canopy.

Mr. Olejniczak went over the zoning requirements and design guidelines. The normal requirement for maximum impervious surface is 70% of the lot area. But, since the original Neighborhood Pub parcel contained 100% impervious surface, the current requirement for the overall lot is 78%. The requirement is met if the created green space within the right-of-way is counted. He also stated that the plan complies with requirements for parking and parking lot landscaping.

Mr. Olejniczak also went through some of the various design guidelines that the Board considers. Signage and lighting has not yet been reviewed. The Board's duty is to make sure that the guidelines are met and the overall code.

Mr. Kolodziej questioned the impervious surface area. He thought it was giving bad precedence by allowing the right-of-way green space to count toward the percentage on the lot. He was also concerned about stormwater management. Mr. Olejniczak stated that the proposed detention pond on the adjoining City property should be constructed in 2015. Mr. Prischman added that there are three bioswale areas. Water will enter into the existing city sewer until the pond is created.

In response to a question by Ms. Feldman, Mr. Haapala explained that the entrance of the store is facing 14<sup>th</sup> Avenue because of the internal layout. It does not have a corner entrance because of the size of the building. It will have an approximate 2 ½ - 3 ft. wide awning across the whole building.

Mr. Kolodziej stated that he was struggling with the architectural character of the building. It needs architectural treatments that would give it a Door County look. He also felt that parapets are needed to cover up the mechanicals on the roof.

Mr. Lake stated that he is torn on the Egg Harbor Rd. elevation. It looks blah, but the trees would help to break up that look. He would like to see the elevation drawing with trees included.

Mr. Van Bramer agreed with the parapet and that it would be nice to see the plan with trees. He did not see a problem with anything else. They did a nice job with the site plan.

Ms. Feldman agreed with Mr. Kolodziej about the character of the building. She stated there are many examples of good designs of CVS stores on the internet.

Board members continued to discuss aspects of the design, including snow plowing, signage, enclosure for dumpster and compactor, proposed trees, and potential parapet wall.

After further discussion, it was moved by Mr. Kolodziej to deny the request at this time and require CVS to provide additional details regarding 1) Parapet walls; 2) Improve landscaping facing Egg Harbor Rd.; 3) 78% of impervious area be included on the site itself; 4) Stormwater be diverted to the City pond when constructed. Motion died due to lack of second.

Ms. Feldman asked about other potential building designs. Mr. Haapala presented a second option that changes the building materials and has a lighter tan color to match the Maurices building and Walmart. Ms. Feldman stated her preference for that design and felt it had a less urban character.

Moved by Mr. Van Bramer, seconded by Mr. Burk to approve the CVS design, subject to using the alternate building design with the tan color scheme, including fencing to hide the mechanical roof top elements that is complimentary to the building, and submitting a revised plan with perspective views including trees for final review.

Moved by Mr. Kolodziej, seconded by Mr. Van Bramer to amend the motion and include a parapet wall in lieu of fencing to hide the roof top elements on Egg Harbor Rd. and 14<sup>th</sup> Avenue elevations. All ayes. Carried.

Moved by Mr. Kolodziej, seconded by Ms. Feldman to amend the motion and request that CVS increase green space. Carried, with Mr. Van Bramer voting no.

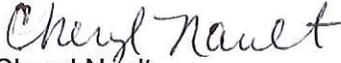
Moved by Mr. Van Bramer, seconded by Mr. Kolodziej to amend the motion to require stormwater be diverted at CVS's expense to the City's detention pond when constructed. Carried.

Moved by Ms. Feldman, seconded by Mr. Kolodziej to amend the motion to require resubmission of plans with perspective views from the street, with proper colors and trees shown. Carried.

The Board then voted on the original motion as amended. Carried, with Mr. Kolodziej voting no.

**Adjourn:** Moved by Ms. Feldman seconded by Mr. Kolodziej to adjourn. Carried. Meeting adjourned at 7:00 p.m.

Respectfully submitted,

  
Cheryl Nault  
Community Development Secretary

**FINANCE/PURCHASING & BUILDING COMMITTEE**  
**January 21, 2014**

A meeting of the Finance/Purchasing & Building Committee was called to order at 6:00 p.m. by Alderperson Wiegand in the Council Chambers, City Hall. Roll call: Members Wiegand and Schlicht were present, Alderperson Stutting excused. Also present: Finance Director/City Treasurer Clarizio, Police Captain Brinkman and Receptionist Metzger. Alderperson Fett arrived at 6:05pm.

A motion was made by Alderperson Schlicht, seconded by Alderperson Wiegand to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Consideration of: Purchase of one police vehicle and declare one police vehicle as surplus.
4. Convene in closed session in accordance with the following exemptions:  
Deliberation or negotiating the purchasing of public properties, the investing of public funds, or conducting other specific public business, whenever competitive or bargaining reasons require a closed session. Wis. Stats. 19.85(1)(e)
  - a. Consideration of Renewal of IS contract with the County of Door.

Motion to reconvene in open session to take formal action upon preceding subject of closed session, if appropriate.

5. Review of unfinished business list.
6. Review bills.
7. Adjourn.

Carried.

Consideration of: Purchase of one police vehicle and declare one police vehicle as surplus:

Police Captain Brinkman stated that \$33,000 was approved in the 2014 capital budget for the purchase of a patrol vehicle. This includes the vehicle, additional equipment and installation costs. Bids were received from WITT Ford Lincoln, LLC in the amount of \$29,584 and Dorsch Ford/Kia in the amount of \$28,982. He further explained, by declaring the unmarked 2010 Crown Victoria with anticipated mileage of 125,000 as surplus, the potential revenue generated from the sale of the 2010 Crown Victoria at Wisconsin On-line Auction could be between \$2,000-\$4,000.

Moved by Alderperson Schlicht, seconded by Alderperson Wiegand to recommend to Common Council to approve the purchase of one 2014 Ford SUV patrol vehicle from WITT Ford Lincoln, LLC for \$29,854 and declare a 2010 Ford Crown Victoria as surplus and sell it through Wisconsin On-line Auction. Carried.

After the Alderperson Wiegand announced the statutory basis, it was moved by Alderperson Wiegand, seconded by Alderperson Schlicht to convene in closed session. Roll call: Alderperson Wiegand and Alderperson Schlicht voted aye. Carried. The meeting moved into closed session at 6:07 pm. The meeting reconvened in open session at 6:14 pm.

Moved by Alderperson Schlicht, seconded by Alderperson Wiegand to recommend to Common Council to approve the renewal for IS services contract with the County of Door at a 3% increase for a three year period beginning March 1, 2014 and ending February 28, 2017 with an annual fee in the amount of \$30,900.

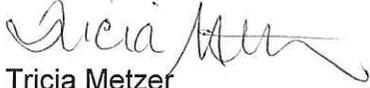
Unfinished business list was briefly discussed, Mr. Schlicht requested that a review of tax exempt properties be added for future discussions.

Review bills

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

Moved by Alderperson Wiegand seconded by Alderperson Schlicht to adjourn. Carried. The meeting adjourned at 6:17pm.

Respectfully submitted,

  
Tricia Metzer



6c1.

# CITY of STURGEON BAY FIRE DEPARTMENT

421 Michigan St  
Sturgeon Bay, WI 54235

6c1.

**Tim Dietman**  
**Assistant Fire Chief**

920-746-2916 Station 920-746-2405 Office  
920-746-2905 FAX  
Email: [tdietman@sturgeonbaywi.org](mailto:tdietman@sturgeonbaywi.org)

TO: The Sturgeon Bay Fire And Police Commission  
FROM: Assistant Fire Chief Tim Dietman   
SUBJECT: December 2013 Monthly Fire Report  
DATE: January 3, 2014

I submit the following report of activities for the Sturgeon Bay Fire Department for the month of December 2013.

## CALLS FIRE DEPARTMENT RECEIVED: 89

<u>CITY CALLS: 85</u>	<u>Type of Call:</u>	<u>COUNTRY CALLS: 4</u>
East Side Calls: <u>66</u>	Fire <u>32</u>	Town of Sevastopol <u>1</u>
West Side Calls: <u>19</u>	EMS <u>57</u>	Town of Sturgeon Bay <u>1</u>
		Town of Clay Banks <u>1</u>
		Egg Harbor <u>1</u>

## CALLS PER DAY:

Monday	16
Tuesday	13
Wednesday	17
Thursday	10
Friday	11
Saturday	08
Sunday	14

## INCIDENT TYPE:

36 – Medical Non-Emergent	03 – Vehicle Accident
21 – Medical Emergent	01 – Building Fire
10 – Alarm Activation, No Fire	03 – Gas Leak/Spill
02 – Service Call	02 – Lock-Out
06 – Carbon Monoxide Incident	01 – Dispatched & Cancelled
01 – Smoke Scare/Odor of Smoke	01 – Electrical Equipment Problem
01 – Cover Other District/Dept.	01 – Vehicle Fire

## INPECTION REPORT:

Inspections within the city limits:	<u>03</u>
Number of violations:	<u>0</u>
Inspections outside the city limits:	<u>01</u>
Number of violations:	<u>0</u>
Total number of inspection hours:	<u>5 hours</u>

## **SPECIAL REPORTS, ACTIVITIES AND REPAIRS**

**FIRE PRACTICE:** December's fire practice was held at the Eastside Fire Station. We conducted our annual blood borne/airborne pathogens and SOG refresher.

**TRUCK/STATION MAINTENANCE:** Firefighters flushed the cooling system, heater cores and bypassed the truck heater core on unit #8; removed the old lettering from Marine 1; put Marine 1 into storage; installed a new docking station into unit #8; Cocharts put four new tires on #2; worked on repairing the water heater for the Hazmat trailer; installed a new filter in April Air system at Westside station; changed the oil in the compressor at eastside station; renumbered all the air packs; put up fire numbers at nine homes on N 12<sup>th</sup> Pl; painted the office and hallway area at the Westside station; replaced batteries in T1,#10 & #7; cleaned and lubed the pump prime solenoid on #6; repaired and cleaned the Rescue Anne dummy; cleaned and waxed units #10 & #11 and repaired SCBA and put them back into service.

**TRAINING:** 160.5 hours of training were conducted in December. Members of our Sturgeon Bay Honor Guard attended their monthly training; driver/operator training; on-duty training with ropes and Bi-Pod rescue system; participated in Confined Space/High Angle rescue training at Bay Ship with the Coast Guard and on-duty firefighters attended RIT training at Southern Door Fire Dept.

**OTHER:** Firefighters attended various meetings and conducted multiple station tours; conducted Fire Safety Presentations for Jim Olson Motors and issued multiple burning permits.



City of Sturgeon Bay  
421 Michigan Street  
Sturgeon Bay, WI 54235

Phone 920-746-2900  
Fax 920-746-2905

Visit our website at: [www.sturgeonbaywi.org](http://www.sturgeonbaywi.org)

January 15, 2014

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

Ms. Reinhardt:

We, the undersigned, have received a request for certification of compliance by the applicant for issuance of the following from Sturgeon Bay Visitor Center:

**Temporary Class B Beer license:**

Martin Park (Harmony by the Bay) – 6/18/14  
 Martin Park (Harmony by the Bay) – 6/25/14  
 Martin Park (Harmony by the Bay) – 7/2/14  
 Sunset Park (4<sup>th</sup> of July) – 7/4/14 (7/5/14 Rain date)  
 Martin Park (Harmony by the Bay) – 7/9/14  
 611 Jefferson Street – (Jazz on Jefferson) – 7/12/14  
 Martin Park (Harmony by the Bay) – 7/16/14  
 Martin Park (Harmony by the Bay) – 7/23/14  
 Martin Park (Harmony by the Bay) – 7/30/14  
 Martin Park (Harmony by the Bay) – 8/6/14  
 Martin Park (Harmony by the Bay) – 8/13/14  
 Martin Park (Harmony by the Bay) – 8/20/14  
 Martin Park (Harmony by the Bay) – 8/27/14  
 Third Avenue (from Jefferson to Nebraska) Harvest Festival & Street Art Auction – 9/20/14

**Temporary Class B Wine license:**

611 Jefferson Street – (Jazz on Jefferson) – 7/12/14  
 Third Avenue (from Jefferson to Nebraska) Harvest Festival & Street Art Auction – 9/20/14

This letter is to certify that the applicants and the premises comply with those regulations, ordinances and law. We observed no condition that would prevent issuance of the requested license.

*Arleigh R. Porter* 01-15-14  
AP

Arleigh Porter, Police Chief  
City of Sturgeon Bay

*Tim Herlache*

Tim Herlache, Fire Chief  
City of Sturgeon Bay

*John Teichtler*

John Teichtler, Sanitarian  
City of Sturgeon Bay/County of Door

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to approve the purchase of one 2014 Ford SUV police patrol vehicle from Witt Ford Lincoln, LLC in the amount of \$29,854 and declare a 2010 Ford Crown Victoria patrol vehicle surplus and sell it through Wisconsin On-Line Auction.

Respectfully submitted,  
FINANCE/PURCHASING & BUILDING  
COMMITTEE

By: Dan Wiegand, Vice Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: January 21, 2014

\*\*\*\*\*

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

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

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

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Finance/Purchasing & Building Committee, hereby recommend to approve the renewal for IS services contract with the County of Door at a 3% increase for a three year period beginning March 1, 2014 and ending February 28, 2017 with an annual fee in the amount of \$30,900.

Respectfully submitted,  
FINANCE/PURCHASING & BUILDING  
COMMITTEE

By: Dan Wiegand, Vice Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: January 21, 2014

\*\*\*\*\*

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

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

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

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

RECOMMENDATION

We, the Parking and Traffic Committee hereby recommend to Council to place non-ladder style crosswalks in all three directions at the intersection of Michigan Street and 14<sup>th</sup> Avenue.

Respectfully Submitted,  
PARKING AND TRAFFIC COMMITTEE  
Bob Schlicht, Chairman

RESOLVED, that the foregoing recommendation be adopted.

Date: January 22, 2014

\* \* \* \* \*

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

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

Second by Alderperson \_\_\_\_\_ that said recommendation be Adopted.

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

RECOMMENDATION

We, the Parking and Traffic Committee hereby recommend to Council to place sharrows and signage on 3<sup>rd</sup> Ave. from Iowa Street to Florida Street.

Respectfully Submitted,  
PARKING AND TRAFFIC COMMITTEE  
Bob Schlicht, Chairman

RESOLVED, that the foregoing recommendation be adopted.

Date: January 22, 2014

\* \* \* \* \*

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

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

Second by Alderperson \_\_\_\_\_ that said recommendation be Adopted.

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

RECOMMENDATION

We, the Parking and Traffic Committee hereby recommend to Council to lift the two hour parking limit on the north side of Louisiana Street, between 4<sup>th</sup> and 5<sup>th</sup> Avenue, from December 1 – April 1.

Respectfully Submitted,  
PARKING AND TRAFFIC COMMITTEE  
Bob Schlicht, Chairman

RESOLVED, that the foregoing recommendation be adopted.

Date: January 22, 2014

\* \* \* \* \*

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

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

Second by Alderperson \_\_\_\_\_ that said recommendation be Adopted.

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

EXECUTIVE SUMMARY

TITLE: Accept the Maritime Plaza and Landing Development special assessment project costs

BACKGROUND: At the January 21, 2014 meeting of the Common Council, the Council approved the bid tab results of the public hearing held in regard to the Maritime Plaza and Landing Development special assessments, and approved proceeding with the special assessment for installation/extension of sanitary sewer and watermains to service the Maritime Plaza and Landing Developments.

The next step in the special assessment process is to accept the project costs (see attached spreadsheet).

FISCAL IMPACT: Total project costs \$378,949.93

OPTIONS: Accept the project costs as per the attached schedule.

RECOMMENDATION: Accept the Maritime Plaza and Landing Development special assessment project costs in the amount of \$378,949.93, and proceed with the special assessment process for installation/extension of sanitary sewer and watermains to service the Maritime Plaza and Maritime Landing Developments.

PREPARED BY: Valerie J. Clarizio 1/22/14
Finance Director/City Treasurer Date

APPROVED BY: Stephen McNeil 1-22-14
City Administrator Date

Maritime Landing/Plaza Schedule of Assessment Costs		
Vendor	Work	Cost
HS Realty Partnership LLC / Scott Dnoble & Sons Const.	Installed sewer, water, and storm sewer facilities within the development	176,528.75
Sturgeon Bay Utilities	Design/bid construction and provided inspection and oversight for the construction of utilities along STH 42/57	22,931.98
Atlas Excavating, Inc.	Installed sewer, water, and storm sewer facilities along STH 42/57 bid by SBU	140,629.20
Baudhuin Inc.	Provided inspection and design services for utilities within the development	38,860.00
		378,949.93

1/22/2014

## Executive Summary

**Title:** Revised Street Plan for Marina View Subdivision

**Background:** The preliminary plat for Marina View Subdivision was approved by the Plan Commission and Common Council in 2012. This development extends Thorn Street and creates lots fronting on it. The engineering and design for the subdivision improvements were approved in early 2013. The extension of Thorn Street is expected to occur during the 2014 construction season. However, a revised street plan has been submitted for Council approval for two reasons.

The first reason for the revised street plan is that after the preliminary plat and original street plan were approved, staff became aware of a discrepancy involving the location of the existing right-of-way for Thorn Street. The existing part of Thorn Street was created many years ago with poor description. The surveyor for Marina View Subdivision had it placed northerly from its current location. Obviously, the new portion of Thorn Street needs to line up with the existing portion. An independent survey of Thorn Street was completed by Mau & Associates. Although that surveyor agreed there was no clear-cut answer, the conclusion was that existing Thorn Street ended southerly of where it was shown on the plat of Marina View Subdivision. Therefore, the street location for the new portion of Thorn Street needed to be shifted in order to line up.

The second reason that the street plan is back before the Council is that the Council's approval of the original street plan included a condition *"that the developer provides assurance that if any residential property is created that a sidewalk or acceptable replacement to a sidewalk will be installed"*. The subdivision will have residential property since the Plan Commission recently approved an apartment building on one of the lots fronting on Thorn Street. So the developer (Dan Schott) is proposing, and the Plan Commission has required, that a pedestrian easement and 8-ft wide walkway be included from the end of the cul-de-sac to the easterly edge of the plat. This allows for a future connection to the planned waterfront walkway. However, the developer only wants to construct this walkway if the entire waterfront walkway happens. The council must decide if that proposal meets the condition for the sidewalk.

**Considerations:** The revised location for the right-of-way of the new portion of Thorn Street includes a tighter curve and reverse curve in order to avoid the existing garage on Lot 7 of the plat. The design still complies with the requirements of the subdivision ordinance. There is a jog in the right-of-way at the property line. However, this should not impact the location of the actual roadway. Staff prefers this arrangement because it has less impact on the existing apartment development and there is likelihood that additional right-of-way can be acquired on the north side when that area develops due to the location of the existing water main.

The street design for Thorn Street has not changed. It is proposed to have 28 feet of asphalt pavement with 2-ft shoulders on each side. The street is not planned to have curb and gutter. The change of location for the right-of-way does not impact that design. It is noted that if a sidewalk is required by the city, either the cross-section needs to be revised or the sidewalk needs to be located outside the right-of-way within an easement. The city has the authority to have sidewalks on both sides of the street, one side, or none.

The existing part of Thorn Street is being reconstructed by the city in conjunction with the planned extension. The Board of Public Works is considering whether sidewalks are needed on

the existing portion. If a sidewalk is required on one side or both sides of the existing Thorn Street, it makes sense to also require that on the new portion. However, a petition signed by the abutting property owners along Thorn Street was submitted requesting that sidewalks not be required on Thorn Street.

**Recommendation:** The revised location of the right-of-way should be approved. Regarding the revised street design, the council needs to determine whether the intent of their previous motion is met via the proposed pedestrian walkway leading from the end of the cul-de-sac while considering the wishes of the existing property owners and needs of future residents.

Prepared by: Marty Olejniczak 1-30-14  
Marty Olejniczak, Community Development Director Date

Reviewed by: Tony Depies 1-30-14  
Tony Depies, City Engineer Date

Reviewed by: Stephen McNeil 1-30-14  
Stephen McNeil, City Administrator Date

# Marina View Subdivision

All Lots 1 and 2 Certified Survey Map 2721 recorded in Volume 16 Page 225 of Certified Survey Maps and Lot 1 Certified Survey Map 2502 recorded in Volume 15 Page 61 of Certified Survey Maps, being part of Subdivision 76 according to the Assessor's Map of the City of Sturgeon Bay, located in part of the fractional Southeast 1/4 of Section 7, Township 27 North, Range 26 East, City of Sturgeon Bay, Door County, Wisconsin.



**Developer:**  
Marina View Apartments, LLC  
C/O Dan Schott  
PO Box 227  
Sturgeon Bay, WI 54235

**Sturgeon Bay Marina, LLC**  
C/O Dan Schott  
PO Box 227  
Sturgeon Bay, WI 54235

**Surveyor:**  
Davel Engineering & Environmental, Inc.  
Jim Schott, R.L.S.  
1811 Racine Street  
Menasha, WI 54952

**Engineer:**  
Davel Engineering & Environmental, Inc.  
John Davel  
1811 Racine Street  
Menasha, WI 54952

**SUPPLEMENTARY DATA**  
Total Area = 376,942 SF = 8.6534 acres  
RW Area = 32,503 SF = 0.8263 acres  
Net Area = 344,439 SF = 7.9272 acres  
Number of Lots = 7  
Average lot size = 47,268 SF  
Typical lot dimension = Varies  
Lineal feet of street = 465 LF  
Existing zoning = C2  
Proposed zoning = C2  
Approving Authorities  
City of Sturgeon Bay  
Objecting Authorities  
Department of Administration

**NOTES**  
1. Utility and Drainage Easements will be shown on Final Plat.  
2. 100 Flood Plain Elevation = 555.00 per FEMA 550C/550D with an effective Date of March 2, 2009

**Sanitary**

MH 1	Rim	559.65
	8" NE	552.35
	8" SE	552.09
	6" S	552.35
	4" SW	552.45
MH 2	Rim	553.94
	8" SW, SE	578.59
MH 3	Rim	554.39
	8" NW	577.69
	21" NW, NE	572.44
MH 4	Rim	554.20
	21" N, S	572.50
MH 5	Rim	554.48
	21" N, S	572.71
MH 6	Rim	553.87
	21" S	572.77
MH 7	Rim	554.68
	21" N, S	573.63
	8" SW	573.63
MH 8	Rim	557.19
	8" NE, SW	579.69
MH 9	Rim	557.52
	8" NE, SW	555.52

**BENCHMARKS** (Baudouin Inc. Marina View Apartment Site Plan)

BM 0	Free Hydrant, "O" in open NE cor Oak/rd Ave & Neutral Dr. Elev. 612.83
BM 1	Nail in power pole 1096-1-3-7-6-37 2320 NE of BM 0, N. RW/ Neutral Dr. Elev. 605.93
BM 2	Free Hydrant, "O" in open 2700 NE of BM 1, 60' NW of Waters edge Elev. 555.17
BM 3	Free Hydrant, Tee Bolt at 170' N of NW property corner Elev. 555.11

South X Corner Section 7 T27N R26E (Masonry Nail)  
2496.10'  
151.41'  
Southeast Corner Section 7 T27N R26E (Cul. Cross)  
151.41'  
of the Fractional SE 1/4 (S88°30'55" W, 2647.51')

**SURVEYOR'S CERTIFICATE**  
I, James R. Schott, hereby certify that the Preliminary Plat is a correct representation of all existing land divisions and features, and that I have complied with the preliminary plat requirements for the City of Sturgeon Bay.

James R. Schott, R.L.S. No. 6-2692 Date

**LEGEND**

—C—C—	Underground Cable TV	○	Sanitary MH / Tank / Base	□	CATV Pedestal
—FB—FB—	Underground Fiber Optic	○	Open Cut (Curb Step) / Ped. Box	□	Gas Regulator
—O—O—	Overhead Electric Lines	○	Storm Manhole	□	Petroleum Signal
—U—U—	Utility Gas Valve	○	Man	□	Sign
—S—S—	Sanitary Sewer	○	Catch Basin / Yard Drain	○	Tower / Sign
—W—W—	Storm Sewer	○	Water MH / Valve	○	Post / Guard Post
—E—E—	Underground Electric	○	Hydrant	○	Service Box
—G—G—	Underground Gas Line	○	Utility Valve	○	Large Rack
—T—T—	Underground Telephone	○	Utility Meter	○	Flag Pole
—V—V—	Water Main	○	Utility Pole	○	Decorative Tree
—F—F—	Fence - Wood	○	Light Pole / Signal	○	Continuous Tree
—F—F—	Fence - Chain Link	○	Day Valve	○	Iron Hedge
—V—V—	Victoria	○	Air Conditioner	○	Drum
—T—T—	Telephone	○	Electric Pedestal	○	Mark
—R—R—	Railroad Tracks	○	Electric Transformer	○	Arch
—C—C—	Culvert	○	Telephone Pedestal	○	Benchmark
—C—C—	Intermediate Contour	○	Telephone Manhole	○	Asphalt Pavement
		○	7599.9 Elev. Spot Elevation	○	Concrete Pavement



Readings are referenced to the South line of the Fractional Southeast 1/4 Section 7 assumed to bear S55°42'42" W

**DAVEL ENGINEERING & ENVIRONMENTAL, INC.**  
CIVIL ENGINEERING CONSULTANTS  
1811 Racine Street, Menasha, WI 54952  
Ph: 920-695-1889 Fax: 920-520-8905  
www.davelinc.com



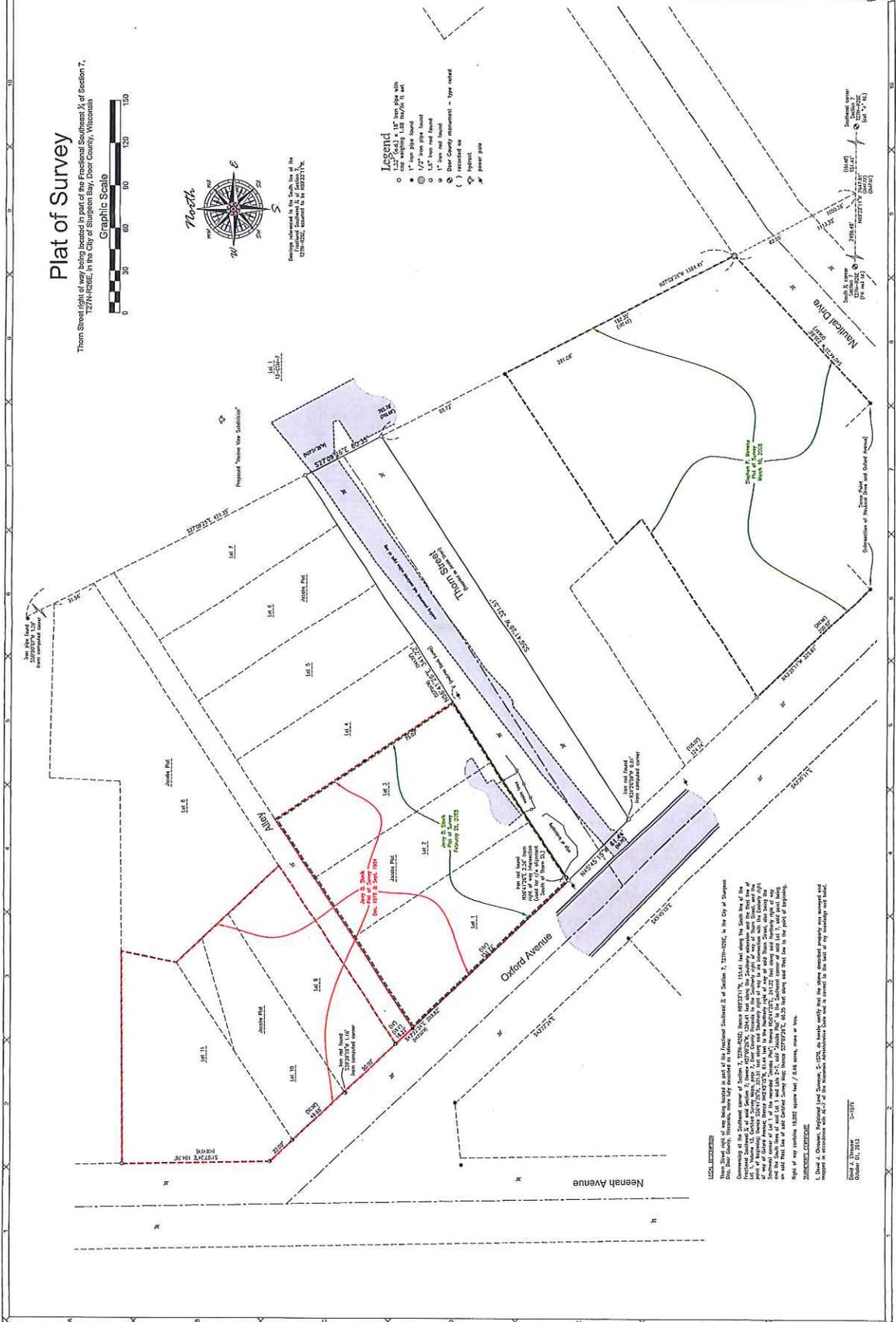
**Plat of Survey**

Thorn Street Light of Way being located in part of the Fractional Southeast 1/4 of Section 7,  
T27N-R26E, in the City of Sturgeon Bay, Door County, Wisconsin



Compass referenced to the South Line of the  
T27N-R26E, corner to an 182523.17'

- Legend**
- 1" iron pipe found
  - 1" iron pipe found
  - 1.5" iron pipe found
  - 1.5" iron pipe found
  - Door County monument - Type noted
  - ( ) recorded as
  - ✱ corner pin



**LOCAL RECORDS:**  
This plat was filed in the Office of the Register of Deeds, Door County, Wisconsin, on the 10th day of October, 2013, at 10:00 AM. The same was recorded in the Office of the Register of Deeds, Door County, Wisconsin, on the 10th day of October, 2013, at 10:00 AM. The same was recorded in the Office of the Register of Deeds, Door County, Wisconsin, on the 10th day of October, 2013, at 10:00 AM. The same was recorded in the Office of the Register of Deeds, Door County, Wisconsin, on the 10th day of October, 2013, at 10:00 AM.

**WARRANTY:**  
The undersigned hereby certifies that the foregoing is a true and correct copy of the original survey as shown on the attached plat, and that the same was prepared by the undersigned in accordance with the provisions of the laws of the State of Wisconsin.

David J. Dreyer  
October 01, 2013

**MAU & ASSOCIATES-LLP**  
**LAND SURVEYING & PLANNING**

**CIVIL & WATER RESOURCE ENGINEERING**

**400 SECURITY BOULEVARD ♦ GREEN BAY, WI 54313 ♦ PHONE (920) 434-9670 ♦ FAX (920) 434-9672**

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October 1, 2013

Marty Olejniczak - Director of Community Development  
City of Sturgeon Bay  
421 Michigan St.  
Sturgeon Bay, Wis. 54235

Re: Survey Report for Thorn Street Location.

I was tasked with determining the location of the Thorn Street right of way as platted on the 1910 Plat of "Jacob's Addition". The plat leaves us guessing with only one bearing on the plat being located along the centerline of Jacobs Street, now Thorn Street (N53°30'E, noted in the legal description of the plat). The only other angles listed in the legal description fall along the north boundary of the plat and are listed as right angles from Bay Street, now Neenah Avenue, back to the old railroad right of way. This helps very little because the plat also lacks a closing distance along the easterly boundary line to tie the angular information together. The original plat also shows a 31 foot distance where the railroad right of way intersects the northeasterly corner of the plat. This notation on the plat doesn't appear to be original. The dimension does not match the writing on the plat and does not indicate between which points the distance was intended. I believe this was an indication that someone at some point determined the plat map didn't close as drawn. The plat map shows the north and east lines of the plat intersecting near the north line of a 15 foot wide alley, but the omission of dimensions along the east line of the plat does not allow us to mathematically close the boundary.

The only re-surveys within the original plat boundary and on record were performed by Jerry D. Slavik in 1979, 1984 and 2003. It was not clear to me what Mr. Slavik used as found monumentation to reset the lot corners within the plat. Looking at the 1979/1984 survey, he only states previous pins. I was unsure if that meant pins found from his previous surveys or pins he found of others. I made a call to Mr. Slavik and he stated he had surveyed in the plat of "Jacob's Addition" many times and the iron pins/rods he found, as stated on the surveys, were found corners, what he believed to be original corners. Mr. Slavik stated he usually only set iron pipe, which he stated on the surveys.

Breaking down the deeds south of Thorn Street creates other issues. In my opinion it appears the property was described years ago without ever being surveyed. One example of this is found in Document Number 701216. The legal description calls along the southerly boundary, which is also the northerly right of way of Nautical Drive, as parallel with Thorn Street. It is clearly not. Based on the amount it is off, this could explain the distance differences we are seeing along the westerly line of the old railroad. The 300 foot distance (accumulative as recorded) from Nautical Drive to the Southerly right of way of Thorn Street is actually 281.08 feet being close to 19 feet short by the legal descriptions. Similarly, the southerly line of the Document Number 701216, calls for 230 feet more or less from the old railroad right of way to Oxford Ave. The survey shows a distance of 236.86 feet, a difference of almost 7 feet. I believe these legal descriptions were written without surveys and assuming parallel lines when in fact they were not, creating the discrepancies we are seeing.

My determination of the location of the Thorn Street right of way is based on prior surveys in the area, previous surveyor testimony, and the interpretation of recorded deeds. Based on this information, I believe the location as shown on the previous surveys of "Jacob's Addition", along with the testimony of Mr. Slavik (as former Engineer for the City of Sturgeon Bay) would be very difficult to dispute. For years, courts have upheld the location of survey monumentation that has been in place and used for long periods of time. Due to the discrepancies I've found on the plat and deeds in the area, I'm not sure anyone can say beyond a doubt, it is one way or the other. However, my best judgment would dictate that I use the previously monumented location as perpetuated by Mr. Slavik.

  
David J. Chrouser-RLS-1579