



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA  
TUESDAY, APRIL 15, 2014  
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.

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

4. Adoption of agenda.
5. Proclamation presented to Door County Hardware.
6. Consideration of the following bills: General Fund – \$153,646.64, Capital Fund - \$50,320.50, Cable TV - \$256.79, TID #4 - \$10,405.08, and Solid Waste Enterprise Fund - \$11,396.00 for a grand total of \$226,025.01. [roll call]

**7. 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 4/1/14 regular and 5/7/13 closed session Common Council minutes.

\* b. Approval of the following minutes:

- (1) Park & Recreation Committee Closed Session – 4/30/13
- (2) Sturgeon Bay Utility Commission – 3/18/14
- (3) Police & Fire Commission – 3/25/14
- (4) Aesthetic Design & Site Plan Review Board – 3/31/14
- (5) Finance/Purchasing & Building Committee – 4/1/14
- (6) Board of Canvassers – 4/7/14

\* c. Place on file the following reports:

- (1) Police Department Report – February 2014
- (2) Fire Department Report – March 2014
- (3) Inspection Department Report – March 2014

\* d. Consideration of: Beverage Operator licenses.

\* e. Consideration of: Temporary Class B Beer license.

\* f. Resolution re: Official newspaper.

\* g. Resolution re: Designating Public Depositories.

8. **Mayoral appointments.**
9. **Election of Council President.**
10. **Consideration of: Future vacancy in Aldermanic District 5 seat.**
11. **Consideration of: Acceptance of a donated Kawaski Mule Utility Terrain Vehicle (UTV).**
12. **Second reading of ordinance re: Create section 20.27(5) of the Municipal Code (Zoning Code) regarding setback from navigable water.**
13. **Resolution for DNR Knowles-Nelson Stewardship Local Assistance Grant.**
14. **Consideration of: Certified Survey Map for Johnson & Alger.**
15. **Committee Chairperson Reports:**
  - a. **Personnel Committee**
  - b. **Parking & Traffic Committee**
  - c. **Community Protection & Services Committee**
  - d. **Sturgeon Bay Utility Commission**
16. **Public comment on non-agenda items.**
17. **Mayor's comments.**
18. **Convene in closed session in accordance with the following exemption:**

**Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require a closed session. Wis. Stats 19.85(1)(e)**

**Consideration of: Maritime Plaza/Development Special Assessment.**

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

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

Posted:

Date: 4.11.14

Time: 12:00

By: JM

DATE 04/15/2014  
 TIME  
 ID 6.

CITY OF STURGEON BAY  
 DEPARTMENT SUMMARY REPORT

6.

INVOICES DUE ON/BEFORE 04/15/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
<b>GENERAL FUND</b>				
GENERAL FUND				
REVENUE				
R0000985	SULLYS THUMBS UP PRODUCE	SULLY/ RFND 1 SEASON FRM MRKT	01-000-000-46400	175.00
R0000985		SULLY/ RFND STATE TAX	01-000-000-24214	8.75
R0000985		SULLY/RFND COUNTY TAX	01-000-000-24215	0.88
R0001139	DARREL VEIT	VIET/RFND SEASONAL SLIP FEE	01-000-000-46250	2,500.00
R0001139		VIET/RFND STATE TAX	01-000-000-24214	125.00
R0001139		VIET/RFND COUNTY TAX	01-000-000-24215	12.50
THORP	PAT THORP	PAT PTCH/ RFND 1/2 FRM MKT SEC	01-000-000-46400	87.50
THORP		PAT PTCH/RFND STATE TAX	01-000-000-24214	4.38
THORP		PAT PTCH/ RFND COUNTY TAX	01-000-000-24215	0.44
TOTAL REVENUE				2,914.45
BALLFIELD LIGHTING				
WPPI ENG	WPPI ENERGY	04/14 ATHLTIC FLD LIGHT PROJEC	01-000-981-70000	1,365.39
TOTAL BALLFIELD LIGHTING				1,365.39
TOTAL GENERAL FUND				4,279.84
<b>MAYOR</b>				
04696	DOOR COUNTY TREASURER	03/14 MAYOR INTERNET USAGE	01-100-000-56700	2.70
TOTAL				2.70
TOTAL MAYOR				2.70
<b>LAW/LEGAL</b>				
16555	PINKERT LAW FIRM, LLP	FEB & MARCH '14 LEGAL	01-110-000-55010	4,779.00
TOTAL				4,779.00
TOTAL LAW/LEGAL				4,779.00
<b>CITY CLERK-TREASURER</b>				
03940	STEPHANIE REINHARDT	REINHARDT/MILES NHP TRAINING	01-115-000-55600	90.72
04696	DOOR COUNTY TREASURER	03/14 CLERKS INTERNET USAGE	01-115-000-56700	10.90
17700	QUILL CORPORATION	10X13 QUICKSTRIP ENVELOPES	01-115-000-51950	44.99
17700		CAL REFILL/ EXPAND FOLDER	01-115-000-51950	41.82
R0000394	SAFEGUARD BUSINESS SYSTEMS	2500 AP LASER CHECKS	01-115-000-51600	331.59
TOTAL				520.02
TOTAL CITY CLERK-TREASURER				520.02
<b>ADMINISTRATION</b>				
04696	DOOR COUNTY TREASURER	03/14 ADMIN INTERNET USAGE	01-120-000-56700	2.70
TOTAL				2.70

INVOICES DUE ON/BEFORE 04/15/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
			TOTAL ADMINISTRATION	2.70
COMPUTER				
04696	DOOR COUNTY TREASURER	03/14 TECH SUPPORT	01-125-000-55500	2,575.00
			TOTAL	2,575.00
			TOTAL COMPUTER	2,575.00
CITY ASSESSOR				
01650	APEX SOFTWARE	ANNUAL MAINT RENEWAL	01-130-000-51100	235.00
04696	DOOR COUNTY TREASURER	03/14 ASSESS INTERNET USAGE	01-130-000-56700	5.40
ASSO APP	ASSOCIATED APPRAISAL	04/15/14 CONTRACT	01-130-000-55010	1,245.83
			TOTAL	1,486.23
			TOTAL CITY ASSESSOR	1,486.23
BUILDING/ZONING CODE ENFORCMENT				
04696	DOOR COUNTY TREASURER	03/14 INSPECT INTERNET USAGE	01-140-000-56700	2.70
09223	INDEPENDENT INSPECTIONS, LTD	MARCH PERMITS	01-140-000-55010	1,992.76
			TOTAL	1,995.46
			TOTAL BUILDING/ZONING CODE ENFORCMENT	1,995.46
MUNICIPAL SERVICES ADMIN.				
04696	DOOR COUNTY TREASURER	03/14 ENGINEERING USAGE	01-145-000-56700	5.40
			TOTAL	5.40
			TOTAL MUNICIPAL SERVICES ADMIN.	5.40
PUBLIC WORKS ADMINISTRATION				
04696	DOOR COUNTY TREASURER	03/14 MUN SVC INTERNET USAGE	01-150-000-56700	6.75
			TOTAL	6.75
			TOTAL PUBLIC WORKS ADMINISTRATION	6.75
ELECTIONS DEPARTMENT				
03767	STAPLES ADVANTAGE	CLASP ENVELOPES	01-155-000-54999	35.99
04975	ECONO FOODS	SWEET ROLLS/ELECTIONS	01-155-000-54999	31.60

INVOICES DUE ON/BEFORE 04/15/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
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GENERAL FUND				
TOTAL				67.59
TOTAL ELECTIONS DEPARTMENT				67.59
CITY HALL				
04575	DOOR COUNTY HARDWARE	AA BATTERIES	01-160-000-54999	9.99
04575		US FLAG	01-160-000-51750	61.99
04575		LADDER	01-160-000-52700	99.99
05500	ENERGY CONTROL AND DESIGN INC	REPAIR ON CHILLERS	01-160-000-58999	203.74
08280	HILL BUILDING MAINTENANCE INC	MARCH CITY HALL CLEANING	01-160-000-55300	590.00
08280		WINDOW CLEAN PARK STRUCTURE	01-160-000-55300	275.00
19880	STURGEON BAY UTILITIES	421 MICHIGAN STREET	01-160-000-56150	2,236.22
19880		421 MICHIGAN STREET	01-160-000-58650	641.02
VIKING	VIKING ELECTRIC SUPPLY, INC	FIXTURE KNUCKLE/CITY HALL	01-160-000-54999	57.14
VIKING		CITY HALL MISC COMPONENTS	01-160-000-54999	36.26
VIKING		CITY HALL MISC COMPONENTS	01-160-000-54999	21.65
TOTAL				4,233.00
TOTAL CITY HALL				4,233.00
INSURANCE				
BH	BURKART HEISDORF INSURANCE	05/14 GEN LIAB 5 OF 12	01-165-000-56400	2,972.00
BH		05/14 POLICE LIAB 5 OF 12	01-165-000-57150	1,121.00
BH		05/14 PUB OFFICIAL 5 OF 12	01-165-000-57400	1,128.00
BH		05/14 AUTO LIAB	01-165-000-55200	1,597.00
BH		05/14 WORK COMP 5 OF 12	01-165-000-58750	17,081.00
BH		05/14 AUTO PHY DAMAGE 5 OF 12	01-165-000-55200	1,225.00
TOTAL				25,124.00
TOTAL INSURANCE				25,124.00
GENERAL EXPENDITURES				
04696	DOOR COUNTY TREASURER	03/14 CITY HALL PHONE SVC	01-199-000-58200	104.69
04696		03/14 FIRE PHONE SVC	01-199-000-58200	35.14
04696		03/14 MUNICIPAL PHONE SVC	01-199-000-58200	45.29
04696		03/14 POLICE PHONE SVC	01-199-000-58200	87.32
08167	GANNETT WISCONSIN NEWSPAPERS	PUBLIC NOTICE-CHEMICAL SPRA	01-199-000-57450	66.45
08167		COUNCIL PUBLC 11/5/13-02/18/14	01-199-000-57450	614.82
08167		CHEMICAL SPRAYING/WTR WEEDS	01-199-000-57450	66.45
08167		BID PROPASAL	01-199-000-57450	43.90
08167		BID INVITATION	01-199-000-57450	35.86
08167		PHN/SETBACK	01-199-000-57450	29.15
19085	SCHENCK BUSINESS SOLUTIONS	AUDIT EXAM YE 2013	01-199-000-55150	7,000.00
STAPLES	WISCONSIN DOCUMENT IMAGING LLC	YELLOW TONER	01-199-000-55650	204.46
STAPLES		CYAN TONER	01-199-000-55650	204.46
STAPLES		STAPLE REFILL	01-199-000-55650	79.83
TOTAL				8,617.82

INVOICES DUE ON/BEFORE 04/15/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
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GENERAL FUND

TOTAL GENERAL EXPENDITURES 8,617.82

POLICE DEPARTMENT

04696	DOOR COUNTY TREASURER	03/14 POLICE INTERNET USAGE	01-200-000-56700	37.80
16735	ARLEIGH PORTER	PORTER/CLOTHING REIMBURSE	01-200-000-52900	147.44
STAPLES	WISCONSIN DOCUMENT IMAGING LLC	5212 BLACK COPIES	01-200-000-55650	45.87
STAPLES		1758 COLOR COPIES	01-200-000-55650	58.01
STAPLES		BLACK TONER/SGT'S PRINTERS	01-200-000-51950	129.01
WIRED	WIRED BLUE, LLC	12 MO "MY PD" APP FOR IPHONE W	01-200-000-55500	500.00

TOTAL 918.13

TOTAL POLICE DEPARTMENT 918.13

POLICE DEPARTMENT/PATROL

02208	BAYCOM INC.	REMOVED & REINST SPARE MOBILE UNIT	01-215-000-58600	191.25
06650	GALLS, AN ARAMARK COMPANY	PANTS/ ROX DORNER	01-215-000-52950	113.97
08167	GANNETT WISCONSIN NEWSPAPERS	OFFEND NOTICE/PHELPS & SEVERIN	01-215-000-58999	168.00
14000	NAPA AUTO PARTS	CREDIT RTN / REAR VW MRR CAM	01-215-000-58600	-139.00
14000		FUSES	01-215-000-58600	287.28
15675	OSHKOSH FIRE POLICE	SCREEN PART & PUSH BUMPER	01-215-000-58600	728.00
15890	PACK AND SHIP PLUS	SHIPPING 12 LAPTOPS	01-215-000-58999	343.80
16735	ARLEIGH PORTER	PLAQUE ENGRAVE/PORTER	01-215-000-54999	25.00
19580	STREICHERS PROF POLICE EQUIP	PANTS/WATERSTREET	01-215-000-52900	29.99
19580		14 .223 CAL AMMO	01-215-000-51050	2,195.20
19880	STURGEON BAY UTILITIES	110 S NEENAH AVE CAMERA	01-215-000-56150	11.49
21450	THE UNIFORM SHOPPE	BOOTS, SHIRT, CUFFS, CUFF KY/DRNR	01-215-000-52950	193.85
21450		SHIRT & CUFF KEY/DORNER	01-215-000-52950	65.90
21450		BELT/ZAGER	01-215-000-52900	19.95
23828	WITT PENINSULA FORD LINCOLN	FLAT TIRE REPAIR # 70	01-215-000-58600	10.00
23828		MAINTENANCE #10	01-215-000-58600	24.95
23828		MAINTENANCE / EXPLORER	01-215-000-58600	24.95
23828		BRAKE REPAIR & OIL CHANGE/ #40	01-215-000-58600	416.99
23828		BLOWER/MOTOR REPAIR/ #10	01-215-000-58600	181.19
23828		FLAT TIRE REPAIR/ IMPALA	01-215-000-58600	10.00
23828		OIL MAINT & SOLENOID REPR/ IMP	01-215-000-58600	171.46
DORNER R	ROXANNE DORNER	LODGE/WRKSHOP REG/ R DORNER	01-215-000-55600	99.90
HENRY	CLINT HENRY	HOTEL/MEALS WIDNR TRNING/HENRY	01-215-000-55600	92.18
R0000048	SHELL FLEET PLUS	OUT OF TOWN FUEL	01-215-000-51650	51.63
R0000048		OUT OF TOWN FUEL	01-215-000-51650	84.00
R0000048		OUT OF TOWN FUEL	01-215-000-51650	41.01
R0000048		OUT OF TOWN FUEL	01-215-000-51650	24.01
R0000048		OUT OF TOWN FUEL	01-215-000-51650	52.01
R0000048		FEDERAL EXCISE TAX CREDIT	01-215-000-51650	-12.86
R0000608	AUTO ZONE, INC	CAR WAX	01-215-000-58600	12.34

TOTAL 5,518.44

TOTAL POLICE DEPARTMENT/PATROL 5,518.44

INVOICES DUE ON/BEFORE 04/15/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
POLICE DEPT. / INVESTIGATIONS				
ACCURINT	LEXISNEXIS	MARCH 14 CONTRACT FEE	01-225-000-57950	80.00
DOOR GUA	DOOR GUARD SECURITY SYSTEMS	2 DVR FANS	01-225-000-57950	60.00
DOOR GUA		SERVICE CALL	01-225-000-57950	50.00
TOTAL				190.00
TOTAL POLICE DEPT. / INVESTIGATIONS				190.00
FIRE DEPARTMENT				
03159	CHARTER COMMUNICATIONS	WEST SIDE CABLE	01-250-000-58999	67.43
04575	DOOR COUNTY HARDWARE	AIR COMPRESS AIR SAMPLES	01-250-000-54999	32.24
04575		DEMO SAWZALL	01-250-000-52700	32.99
04575		FASTNERS	01-250-000-54999	1.52
04575		FASTNRS	01-250-000-54999	1.28
04575		FASTNRS	01-250-000-54999	1.36
04575		ROD THREAD/FASTNER	01-250-000-54999	2.59
04575		HARDWARE	01-250-000-54999	7.38
04575		CREDIT RETURN HARDWARE	01-250-000-54999	-0.60
04575		FUSE/PIPE INS/STEEL ANGLE	01-250-000-53000	24.96
04575		FASTNRS/CAULK	01-250-000-54999	4.99
04575		FASTNRS	01-250-000-54999	2.20
04575		YELLOW PAINT	01-250-000-54999	13.98
04575		COUPLINGS	01-250-000-53000	8.97
04575		CONNECTORS	01-250-000-53000	11.98
04696	DOOR COUNTY TREASURER	HEPATITAS VACCINES	01-250-000-57100	70.00
04696		03/14 FIRE INTERNET USAGE	01-250-000-56700	16.20
04975	ECONO FOODS	FOOD FOR TRAINING	01-250-000-55600	48.46
06650	GALLS, AN ARAMARK COMPANY	2 MED TRAUMA BAGS	01-250-000-51350	74.38
06650		SHIPPING	01-250-000-51350	13.99
17700	QUILL CORPORATION	CALENDAR REFILLS	01-250-000-51950	27.88
19880	STURGEON BAY UTILITIES	92 E MAPLE STREET - CO-OP	01-250-000-56675	5.20
19880		421 MICHIGAN STREET	01-250-000-56675	78.00
19880		421 MICHIGAN ST TRUCK FILL	01-250-000-56675	41.00
19880		N MADISON AVE SPRINKLG	01-250-000-56675	13.00
19880		10 PENNSYLVAINA ST DOCK	01-250-000-56675	13.00
19880		1018 GREEN BAY SIREN	01-250-000-56150	15.45
19880		323 S 1ST AVE EAST SIDE DOCK	01-250-000-56675	5.20
19880		107 N 1ST AVE MARINA/RSTRM	01-250-000-56675	42.00
19880		122 KENTUCKY ST CIYT PKG RAMP	01-250-000-56675	5.20
19880		48 KENTUCKY ST DOCK	01-250-000-56675	13.00
19880		48 KENTUCKY ST CITY MARINA	01-250-000-56675	42.00
19880		62 VACANT LOTS- QUARTERLY BILL	01-250-000-56675	967.20
CJ	CJ WORKS, LLC	MARCH LAUNDRY	01-250-000-56800	103.50
FLEETPRI	FLEETPRIDE	2 AIR BRAKE CHAMBERS	01-250-000-53000	304.06
MED TECH	MED-TECH RESOURCE INC.	BIO HAZARD KITS	01-250-000-52350	110.31
PAULCONW	PAUL CONWAY SHIELDS	HELMET BANDS	01-250-000-54999	24.36
WARNER	WARNER-WEXEL WHOLESALE &	MOP HEADS	01-250-000-54999	26.67
WL CONST	W L CONSTRUCTION SUPPLY	RESCUE BLADE	01-250-000-52700	409.99
TOTAL				2,683.32
TOTAL FIRE DEPARTMENT				2,683.32

INVOICES DUE ON/BEFORE 04/15/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
STORM SEWERS				
03075	CARQUEST OF DOOR COUNTY	BATT RECHARGE/WATER PUMP	01-300-000-56250	25.99
03075		OIL FILTER/ WATER PUMP	01-300-000-56250	5.30
03075		FUEL FILTER	01-300-000-56250	2.77
04575	DOOR COUNTY HARDWARE	SLIP HOOK	01-300-000-56250	15.98
04575		TARP/SPRAY PAINT	01-300-000-56250	86.93
04575		SLIP HOOK	01-300-000-56250	15.98
04575		BALL VALVE	01-300-000-56250	32.58
08225	HERLACHE SMALL ENGINE	1 CARB KIT/4" PUMP	01-300-000-56250	34.62
13150	MASTERCRAFT WELDING SYSTEM	MUD BOX LEGS	01-300-000-54999	40.00
TOTAL				260.15
TOTAL STORM SEWERS				260.15
ROADWAYS/STREETS				
14825	NORTHEAST ASPHALT INC	12.67 TN WNTR BLND COLD MIX	01-400-000-52200	956.59
19240	SERVICE MOTOR CO	1 SENDING UNIT/ #60 BCKHOE	01-400-000-51400	58.75
19240		6 PADS/#60 BCKHOE	01-400-000-51400	139.20
19240		SHIPPING	01-400-000-51400	6.68
TOTAL				1,161.22
TOTAL ROADWAYS/STREETS				1,161.22
SNOW REMOVAL				
06012	FASTENAL COMPANY	2- 1 1/4X7 GRADE 8 BOLTS	01-410-000-51400	24.09
08700	HYDRAULIC SERVICE INC	REPAIR HYD CYLIND	01-410-000-51400	97.95
08700		4 HYD CYL REBUILD KITS	01-410-000-51400	230.28
13655	MONROE TRUCK EQUIPMENT, INC	2 PLOW CYL REBUILD KITS	01-410-000-51400	227.77
13655		2 PLOW CYL REBUILD KITS	01-410-000-51400	227.77
TOTAL				807.86
TOTAL SNOW REMOVAL				807.86
STREET SIGNS AND MARKINGS				
06012	FASTENAL COMPANY	25 1/2 " WASHERS	01-420-000-52550	2.83
12110	LANGE ENTERPRISES INC	NO PARK, STOP, STAND SIGNS	01-420-000-52600	48.63
TOTAL				51.46
TOTAL STREET SIGNS AND MARKINGS				51.46
STREET MACHINERY				
03075	CARQUEST OF DOOR COUNTY	GAL CLEANER	01-450-000-52150	35.82
03075		BATTERY	01-450-000-52150	130.00
03075		OIL FILTER/BATT RECHARGE	01-450-000-52150	31.29
03075		FILTERS/CLEANER/ BLU CORAL	01-450-000-52150	32.63

INVOICES DUE ON/BEFORE 04/15/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
03075		CREDIT RETURN	01-450-000-53000	-231.73
04575	DOOR COUNTY HARDWARE	BLUE SPRAY PAINT	01-450-000-53000	4.49
06005	FABCO EQUIPMENT INC	HYD HOSE & FILTERS/#13	01-450-000-53000	229.45
13330	MELVILLE RADIATOR AND REPAIR	RE-CORE RADIATOR/ #64 TRCKLSS	01-450-000-53000	737.22
15890	PACK AND SHIP PLUS	RETURN SHIPPING	01-450-000-54999	9.01
18945	S & R TRUCK CENTER	REPAIR EGR VALVE & INTAKE/#10	01-450-000-53000	71.00
HARBOR	HARBOR FREIGHT TOOLS	3 BATTERY TENDERS	01-450-000-53000	21.00
HARBOR		2 MAGNETS	01-450-000-53000	6.98
HARBOR		2 4PC RATCHET TIE STRAPS	01-450-000-53000	27.98
TOTAL				1,105.14
TOTAL STREET MACHINERY				1,105.14

CITY GARAGE

01469	AIRGAS NORTH CENTRAL	1 TANK OXYGEN	01-460-000-56250	42.42
01469		2 TANKS ARGONNE	01-460-000-56250	141.70
01469		HAZ MAT FEE	01-460-000-56250	4.85
03075	CARQUEST OF DOOR COUNTY	FLEXZILLA 1/2X50 AIR	01-460-000-56250	69.99
04575	DOOR COUNTY HARDWARE	SWIFERS WET/DRY	01-460-000-55300	18.98
04575		PLUMB SUPP/ LUNCH RM SINK	01-460-000-54999	24.56
04575		PLUMB SUPP/LUNCH RM SINK	01-460-000-54999	10.77
04575		KE/DENATURED ALCOHOL	01-460-000-51850	8.98
04575		CAR WAX/CLEANERS	01-460-000-54999	21.95
04575		MENDER HOSE	01-460-000-56250	7.49
04575		TAP PLUG	01-460-000-52700	7.49
04575		KEYS	01-460-000-54999	5.96
12795	MACCO'S FLOOR COVERING CENTER	FLOOR CLEANER/SHOP	01-460-000-54999	8.25
BE RIGHT	BENNY R TEICH	REKEY DOORS/ MUN SVC	01-460-000-58999	220.00
VIKING	VIKING ELECTRIC SUPPLY, INC	1 LIGHT SWITCH GUARD	01-460-000-55300	7.52
TOTAL				600.91
TOTAL CITY GARAGE				600.91

HIGHWAYS - GENERAL

19880	STURGEON BAY UTILITIES	OLD HWY RD SIGN	01-499-000-58000	10.67
19880		808 S DULUTH AVE SIGN	01-499-000-58000	9.32
19880		1536 EGG HRBR TD TRAFFC LITE	01-499-000-58000	36.30
19880		N 14TH AVE & EGG HRBR TRFC LIT	01-499-000-58000	37.49
19880		WS TRAFFIC LIGHTS	01-499-000-58000	136.77
19880		ORNAMENTAL ST LIGHT	01-499-000-58000	5,645.59
19880		OVERHEAD ST LIGHTS	01-499-000-58000	8,335.96
19880		WALNUT DR & LANSING SIGN	01-499-000-58000	8.99
19880		323 S 1ST AVE EAST SIDE DOCK	01-499-000-58000	71.70
19880		311 S 1ST AVE SHEYRD DVLP	01-499-000-58000	66.55
TOTAL				14,359.34
TOTAL HIGHWAYS - GENERAL				14,359.34

INVOICES DUE ON/BEFORE 04/15/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
PARK & RECREATION ADMIN				
03767	STAPLES ADVANTAGE	PAPER	01-500-000-51950	27.96
03767		SHIPPING	01-500-000-51950	5.00
04696	DOOR COUNTY TREASURER	03/14 PARKS INTERNET USAGE	01-500-000-56700	4.05
R0000890	BADGER BOUNCER	KICK OFF TO SUMMER-2014	01-500-000-52250	75.00
WFMA	WI FARMERS MARKET ASSOCIATION	MARKET ANNL MEMERSHIP	01-500-000-56000	150.00
TOTAL				262.01
TOTAL PARK & RECREATION ADMIN				262.01

PARKS AND PLAYGROUNDS

03075	CARQUEST OF DOOR COUNTY	MISC HOSE END	01-510-000-53000	4.74
03075		MICRO V BELT / P 9	01-510-000-53000	26.14
03075		WIPER BLADES/ P 14	01-510-000-53000	13.98
04575	DOOR COUNTY HARDWARE	SLIP ON AERATOR	01-510-000-54999	6.99
04575		RUBBER PLUG	01-510-000-54999	9.98
04575		SAWZAL BLADE	01-510-000-52700	25.99
04575		FASTENERS	01-510-000-54999	1.84
04575		QUIKRETE	01-510-000-54999	9.98
04575		MISC SUPPLIES	01-510-000-54999	4.99
04575		SPEED SQRE & UTILITY KNIFE	01-510-000-52700	21.48
04575		CIRC BLADE & WOOD SHIMS	01-510-000-52700	12.28
04575		CORD/CONMTR/FISH NET	01-510-000-52700	36.47
04575		COUPLERS	01-510-000-53000	6.58
08225	HERLACHE SMALL ENGINE	SPACER	01-510-000-53000	1.50
12100	LAMPERT YARDS INC	HAMMER TACK STAPLER	01-510-000-52700	32.99
12100		J CHANNEL FOR PRKING STRUCTURE	01-510-000-54999	6.89
O'REILLY	O'REILLY AUTO PARTS	MISC VEHICLE MAINT SUPPLIES	01-510-000-53000	6.29
O'REILLY		MISC VEHICLE MAINT SUPPLIES	01-510-000-53000	8.24
O'REILLY		MISC VEHICLE MAINT SUPPLIES	01-510-000-53000	8.24
WDNR	WISCONSIN DEPT OF NATURAL RES	BRADLEY LAKE WETLAND DETERMIN	01-510-000-54999	300.00
TOTAL				545.59
TOTAL PARKS AND PLAYGROUNDS				545.59

BALLFIELDS

04575	DOOR COUNTY HARDWARE	CAULK	01-520-000-54999	5.98
04575		MISC SPLY/PBI WTR & MEM DOORS	01-520-000-54999	124.41
04575		PLUG/PBI ROOF	01-520-000-54999	2.29
04575		TRIM SCREWS/PBI ROOFS	01-520-000-54999	11.98
04575		HAGR STRAP/PBI WATER	01-520-000-54999	2.29
04575		STAPLES	01-520-000-54999	12.99
12100	LAMPERT YARDS INC	NAIL GUN LOADS/PBI REROOF	01-520-000-54999	57.75
TOTAL				217.69
TOTAL BALLFIELDS				217.69

WATERFRONT PARKS & WALKWAYS

INVOICES DUE ON/BEFORE 04/15/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
04575	DOOR COUNTY HARDWARE	CLEANERS/STNE HRBR	01-570-000-54999	44.72
19880	STURGEON BAY UTILITIES	W LARCH ST WALKWAY LTS	01-570-000-56150	136.77
19880		W LARCH ST PARKING LOT	01-570-000-56150	55.26
19880		48 KENTUCKY ST WTR FRNT	01-570-000-56150	266.69
19880		107 N 1ST AVE MARINA/RSTRM	01-570-000-56150	67.47
19880		107 N 1ST AVE MARINA/RSTRM	01-570-000-58650	52.16
19880		122 KENTUCKY ST CITY PKG RAMP	01-570-000-56150	396.04
		TOTAL		1,019.11
		TOTAL WATERFRONT PARKS & WALKWAYS		1,019.11
EMPLOYEE BENEFITS				
03780	COUNSELING ASSOCIATES OF DC	APRIL EFAP FEE	01-600-000-56553	150.83
		TOTAL		150.83
		TOTAL EMPLOYEE BENEFITS		150.83
COMMUNITY & ECONOMIC DEVLPMT				
04696	DOOR COUNTY TREASURER	03/14 COMM DEV INTERNET USAGE	01-900-000-56700	5.40
		TOTAL		5.40
		TOTAL COMMUNITY & ECONOMIC DEVLPMT		5.40
		TOTAL GENERAL FUND		83,552.11
CAPITAL FUND				
POLICE DEPARTMENT				
15675	OSHKOSH FIRE POLICE	PARTITION WINDOW	10-200-000-59035	809.00
15675		LIGHT BAR	10-200-000-59035	1,450.00
		TOTAL		2,259.00
		TOTAL POLICE DEPARTMENT		2,259.00
FIRE DEPARTMENT				
EXPENSE				
BRICKNER	BRICKNER'S OF WAUSAU, INC.	2014 DODGE CHASSIS	10-250-000-59060	47,862.00
PAULCONW	PAUL CONWAY SHIELDS	HELMET SHIELDS	10-250-000-59050	199.50
		TOTAL EXPENSE		48,061.50
		TOTAL FIRE DEPARTMENT		48,061.50
		TOTAL CAPITAL FUND		50,320.50

INVOICES DUE ON/BEFORE 04/15/2014

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
<b>CABLE TV</b>				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
03159	CHARTER COMMUNICATIONS	03/14 CB MUSIC SERVICE	21-000-000-56700	33.19
04696	DOOR COUNTY TREASURER	03/14 PEG INTERNET USAGE	21-000-000-56700	100.00
15890	PACK AND SHIP PLUS	SHIPPING/INSUR TO REPAIR NEXUS	21-000-000-56250	123.60
TOTAL CABLE TV / GENERAL				256.79
TOTAL CABLE TV / GENERAL				256.79
TOTAL CABLE TV				256.79
<b>TID #4 DISTRICT</b>				
TID #4 DISTRICT				
16555	PINKERT LAW FIRM, LLP	FEB & MARCH '14 LEGAL TID 4	28-340-000-55001	3,198.00
VANDEW	VANDEWALLE & ASSOCIATES, INC	SERVICES THRU 3/20/14	28-340-000-58999	7,207.08
TOTAL				10,405.08
TOTAL TID #4 DISTRICT				10,405.08
TOTAL TID #4 DISTRICT				10,405.08
<b>SOLID WASTE ENTERPRISE</b>				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
03075	CARQUEST OF DOOR COUNTY	55 GAL HYD FLUID / #41	60-000-000-52050	505.99
03075		FUEL FILTER / #39	60-000-000-53000	10.54
03075		VEHICLE PARTS	60-000-000-53000	97.90
DC WASTE	DOOR COUNTY WASTE & RECYCLING	164.43 TN GARBAGE@ 58.96 / TN	60-000-000-58300	9,695.27
DC WASTE		79.46 TN RECYCLE @ 13.44/TN	60-000-000-58350	1,067.96
FLEETPRI	FLEETPRIDE	TRACKER BAR & SPRING	60-000-000-53000	18.34
TOTAL SOLID WASTE ENTERPRISE FUND				11,396.00
TOTAL SOLID WASTE ENTERPRISE FUND				11,396.00
TOTAL SOLID WASTE ENTERPRISE				11,396.00
TOTAL ALL FUNDS				155,930.48

**MANUAL CHECKS**

FIRST NATIONAL BANK 04/03/14 Check # 74586 Police #1 Credit Card Statement Various Departmental Accounts	\$473.42
DELTA DENTAL 04/03/14 Check # 74587 April Dental Insurance Various Departmental accounts	\$ 4,907.51
NETWORK HEALTH 04/03/14 Check #74587 March Health Insurance Various Departmental accounts	\$64,572.60
BENEFIT ADVANTAGE 04/08/14 Check # 74590 April Billing and Cobra Fee 01-60-000-50510	\$141.00
<b>TOTAL MANUAL CHECKS</b>	<b>\$70,094.53</b>

INVOICES DUE ON/BEFORE 04/15/2014

VENDOR # NAME ITEM DESCRIPTION ACCOUNT # AMOUNT DUE

SUMMARY OF FUNDS:

GENERAL FUND	<del>83,852.11</del>	153,646.64
CAPITAL FUND	50,320.50	
CABLE TV	256.79	
TID #4 DISTRICT	10,405.08	
SOLID WASTE ENTERPRISE	11,396.00	
TOTAL ---- ALL FUNDS	<del>155,930.48</del>	226,025.01

*Lenny Z. Weger* 4-8-14  
*W. White* 4-8-14  
*Perlichter* 4/8/14

COMMON COUNCIL  
April 1, 2014

A regular 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: Wiegand, Vandertie, Ireland, Wiesner, Stutting, Fett and Schlicht were present.

Ireland/Vandertie to adopt agenda. Carried.

Chief Herlache and Assistant Chief Dietman gave a brief presentation in regard to rescue equipment the Fire Department purchased using donations received from Jan Christensen, Fireman's Fund Insurance Company, and Bay Shipbuilding.

Stutting/Schlicht to approve following bills: General Fund – \$54,841.88, Capital Fund - \$712.73, Cable TV - \$5,334.63, TID #4 - \$1,115.73, and Solid Waste Enterprise Fund - \$3,045.50 for a grand total of \$65,050.47. Roll call: All voted aye. Carried.

Schlicht/Fett to approve consent agenda:

- a. Approval of 3/18/14 regular Common Council minutes.
- b. Approval of the following minutes:
  - (1) Sturgeon Bay Utility Commission – 2/11/14
  - (2) Bicycle & Pedestrian Advisory Board – 3/6/14
  - (3) Finance/Purchasing & Building Committee – 3/11/14
  - (4) Police & Fire Commission – 3/13/14
  - (5) Community Protection & Services Committee – 3/20/14
  - (6) Joint Park & Recreation Committee/Board – 3/26/14
- c. Place on file the following reports:
  - (1) Fire Department Report – February 2014
- d. Consideration of: Beverage Operator licenses.
- e. Joint Park & Recreation Committee/Board recommendation re: Add the YMCA Plan to the Parks 5 Year Outdoor Recreation Plan.
- f. Joint Park & Recreation Committee/Board recommendation re: Amendments to the Sturgeon Bay Outdoor Recreation Plan.

Carried.

There were no mayoral appointments.

A public hearing to amend Chapter 20 of the Municipal Code - require a 25-foot setback from the ordinary water mark of navigable water for principal and accessory buildings was held. The hearing was opened at 7:12 pm and declared closed at 7:13 pm.

Wiegand/Wiesner to read in title only for the first reading of the ordinance to create section 20.27(5) of the Municipal Code (Zoning Code) regarding setback from navigable water. Carried.

Stutting/Schlicht to adopt a resolution to support the Urban Non-point Source Storm Water Pollution Grant.

Aldersperson Wiesner presented a request for funding for the US Coast Guard City Designation Celebration. Wiegand/Vandertie to approve transferring \$7,500 from contingency to the miscellaneous contractual line item in the Celebrations and Entertainment departmental budget to help fund the US Coast Guard City Designation Celebration. Carried.

## RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to write off the following 2012 delinquent personal property tax account bills in the amount of \$583.22 and to authorize the City Attorney to pursue small claims court action for personal property tax account #281-0793, Lauger Concrete, tax account # 281-1169, Jump on it, and tax account # 281-1180, Continental Investors II Inn, and to publish the listed delinquent personal property tax accounts once in the Door County Advocate.

### Write-off list

<u>Tax</u>		<u>Proposed</u>
<u>Account #</u>	<u>Name</u>	<u>Write-off Am</u>
281-0209	Sneakers & Boots Inc., Lou Ann Papke	\$ 164.88
281-0582	Mobile Detailing, Cory Haen	\$ 33.82
281-0669	Conference Champs, Bridgett Starr	\$ 16.06
281-0773	Red Oak Winery (Interest Only)	\$ 60.04
281-0957	Federal Home Loan Mortgage Corp.	\$ 61.73
281-1102	Floormart of Door County Inc., Paul Forsch (Interest Only)	\$ 2.32
281-1156	Family Thyme, Angela Schiffer	\$ 54.97
281-1196	Tracey Construction, Mike Tracey	\$ 189.40
	<b>Total</b>	<b>\$ 583.22</b>

### Small Claims list

<u>Tax</u>		<u>Delinquent Taxes</u>
<u>Account #</u>	<u>Name</u>	
281-0793	Lauger Concrete, Dylan Lauger	\$ 374.24
281-1169	Jump On It, Ronen Eliyha	\$ 435.88
281-1180	Continental Investors II Inn / Nautical Inn	\$ 660.42
	<b>Total</b>	<b>\$1,470.54</b>

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Dan Wiegand, Vice Chairperson

Introduced by Stutting. Stutting/Ireland to adopt. Carried.

Wiegand/Schlicht to adopt a resolution to support grant funding from the Fund for Lake Michigan. Carried.

Wiegand/Stutting to adopt a resolution to support grant funding from DNR for measures to control agricultural or urban runoff pollution sources. Carried.

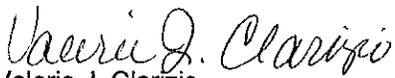
City Plan Committee Chair Wiegand, Finance/Purchasing & Building Committee Chair Stutting, and Park & Recreation Committee Chair Wiegand presented reports for their respective committees/commissions.

No one spoke during public comment.

The Mayor did not have any comments.

Schlicht/Fett to adjourn. Carried. The meeting adjourned at 7:41 p.m.

Respectfully submitted,

  
Valerie J. Clarizio  
Finance Director/Treasurer

CLOSED SESSION  
COMMON COUNCIL  
May 7, 2013

A closed session of the Common Council was convened at 7:23 p.m. by Mayor Birmingham. Ald. Wiegand, Vandertie, Ireland, Wiesner, Stutting, Fett, and Schlicht present. Also present: City Administrator McNeil, City Attorney Nesbitt, Municipal Services Director Bordeau and City Clerk/Human Resources Director Reinhardt

RECOMMENDATION

We, the Park & Recreation Committee, hereby recommend purchasing the waterfront docking facility for a price of \$5,000.00

PARK & RECREATION COMMITTEE

By: Danny Wiegand, Chr.

Introduced by Wiegand. Wiegand/Schlicht to adopt. It was noted that this would be a revenue producing endeavor.

Schlicht/Wiegand to adjourn. The meeting adjourned at 7:40 p.m. Carried.

Respectfully submitted,



Stephanie L. Reinhardt  
City Clerk/Human Resources Director

Approved for publication:

By:   
Stephen B. McNeil, City Administrator

Date: 4/10/14

7b1.

7b1.

## Park and Recreation Committee

### Closed Session

April 30, 2013

The closed session of the Park and Recreation Committee was convened by Chairperson Wiegand at 6:03 p.m. in the council chambers. Members Wiegand and Ireland were present, member Vandertie was absent. Also present were Municipal Services Director Bordeau, City Administrator McNeil, City Attorney Nesbitt and Municipal Services Assistant Lenius.

Moved by Mr. Wiegand, seconded by Mr. Ireland to recommend to Council to purchase the waterfront docking facility for a price of \$5,000.00. All in favor. Carried.

Moved by Mr. Wiegand, seconded by Mr. Ireland to adjourn. All in favor. Carried.

Meeting adjourned at 6:20 p.m.

Respectfully submitted,

  
Jennifer Lenius  
Municipal Services Assistant

Approved for publication:

By: 

Date: 4/10/14

STURGEON BAY UTILITIES  
Regular Meeting  
March 18<sup>th</sup>, 2014

President Stewart Fett called the regular meeting of the Utilities Commission to order at 12:02 p.m. at the Sturgeon Bay Utilities office. Roll call: President Stewart Fett, Vice-President Gary DeNamur, Mayor Thad Birmingham and Commissioners Matt Felhofer, Cindy Weber, and Dan Wiegand were present. Secretary Robert Schlicht was excused. Also present were General Manager James Stawicki, Operations Manager Cliff White, Electric Supervisor Jason Bieri and Recording Secretary Kelly LaLuzerne.

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

Wiegand/Birmingham to approve the minutes of the regular meeting held on February 11<sup>th</sup>, 2014. Motion carried.

The next item of business was AMI presentation and discussion with Phil Hansen, WPPI Energy's Vice President of Business & Technology Solutions. Mr. Hansen provided an overview of the AMI (advanced metering infrastructure) technology while also providing the Commissioners with a substantial list of benefits SBU can gain from investing in this system. Increased billing and reading efficiency, remote disconnect/reconnect and interval/demand usages were also benefits that were discussed.

Consideration of AMI program was the next item of business. An AMI system consists of electric and water meters, a local communication system and data management centers, and a communication link to the head end where data is stored until the meter data management system (MDMS) is able to verify, edit and estimate the data. This information can then be uploaded to the customer information system for billing and inquiry purposes. Staff has determined that Elster electric meters and water meter transmitters will best serve SBU's needs in the future. As reflected in the 2014 capital budget, staff proposed a two-year AMI installation and roll-out period in 2014/2015. The budgeted cost of the project is just over \$1.5 million with \$830,000 budgeted for 2014 and the balance for 2015. After further research and review of the roll-out plan, as well as the experience of other utilities, staff plans to accelerate much of the costs into 2014 with potentially all meters installed before the end of the second quarter in 2015. In addition, staff has determined that replacement of the entire water meter body, rather than just the head as originally planned, is a more effective and efficient approach, since all testing and replacement of water meters will be deferred for 20 years as a result. Staff is currently researching the optimal meter body to purchase, but this decision will likely add up to \$250,000 to the project with a very reasonable payback period. After questions and discussion, Felhofer/DeNamur to authorize staff to proceed with the project as presented.

The Commission proceeded to review the bills for February in the amount of \$1,763,360.74. Fett/Wiegand to approve payment of the bills. Motion carried.

The January 2014 financials were presented. Weber/Wiegand to accept the financials subject to audit. Motion carried.

Commissioner Felhofer left at 1:02 p.m.

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

Mayor Birmingham left at 1:09 p.m.

The next item of business was consideration of lease with Bay Shipbuilding/Fincantieri Marine Group. President Fett recused himself from this item. Due to lack of quorum, item was deferred until next month meeting.

Consideration of surplus declaration and sale of old Industrial substation transformer was the next item of business. A request for proposal to purchase the old transformer was sent to 18 firms that buy and sell used transformers by our engineering consultant, Forster Engineering. The high bidder was the Solomon Corporation, located in Solomon, Kansas. They bid \$11,000 for the transformer and are also responsible for its removal. Staff requested declaring the 12/16/20 MVA Westinghouse transformer as surplus property and accepting the proposal from the Solomon Corporation to purchase the transformer in the amount of \$11,000 with the notion they are responsible for all costs associated with the removal of the transformer. Commissioner Wiegand also requested that SBU request a certificate of insurance from Solomon Corporation before they remove the transformer. Weber/DeNamur to approve the transformer as surplus property and accept the proposal from Solomon Corporation to purchase the transformer in the amount of \$11,000. Motion carried.

Next was consideration of bids for 2014 manhole rehabilitation program. This year's capital improvements plan and budget includes rehabilitating 49 defective manholes indentified in 2013's assessment, including pavement restoration where needed. Three bids were received and opened on March 12<sup>th</sup>, 2014 for the project with the following results:

<u>Bidder</u>	<u>Amount</u>
Dorner Inc.	\$111,735.00
De Groot, Inc.	\$136,399.00
Infrastructure Technologies, Inc.	\$155,250.00

Staff recommends awarding the bid to Dorner Inc. in the amount of \$111,735.00. Wiegand/DeNamur to award the bid to Dorner Inc. in the amount of \$111,735.00. Motion carried.

Next item was consideration of bids for replacement of water and sewer mains on N 3<sup>rd</sup> Avenue. The City of Sturgeon Bay's road resurfacing plans for 2014 includes North 3<sup>rd</sup> Avenue from Iowa Street to Florida Street. In coordination with the City's schedule, SBU's capital improvements plan includes replacing the aging water and sewer mains and associated fixtures as part of this roadway reconstruction project. Four bids were received and opened for the project with the following results:

<u>Bidder</u>	<u>Amount</u>
Peters Concrete	\$663,371.41
David Tenor	\$703,677.38
Dorner Inc.	\$708,575.66
De Groot, Inc.	\$740,093.89

Staff recommends awarding the bid to Peters Concrete in the amount of \$663,371.41. Wiegand/Weber to award the bid to Peters Concrete in the amount of \$663,371.41. The utility portion of this bid is \$374,173.11. Motion carried.

The Operations Report was presented to the Commission. Fett/DeNamur to accept the Operations Report for February. Motion carried.

Next were Council member's updates on issues. President Fett did not have any items to discuss.

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

- a) Adjustments for the month
- b) Update on projects
  - 1. Report on Legislative Rally
  - 2. Frozen water issues

Weber/DeNamur to adjourn. Motion carried. The meeting adjourned at 1:21 p.m.

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

Approved for publication:

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

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

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

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

**POLICE AND FIRE COMMISSION**

March 25, 2014

A meeting of the Police and Fire Commission (PFC) was called to order at 3:00 p.m. by Commissioner Michael VanDyke, in the Community Room at the Sturgeon Bay Municipal Building.

**Roll Call:** Commission members Michael VanDyke, Charles Brann and Dave Poulton were present. Commission members Barbara Herdina and Sandy Hurley were excused. Captain Dan Brinkman, Lieutenant Clint Henry and City Administrator Steve McNeil were also in attendance.

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

**Consideration of: Revision to Police & Fire Commission Rules and Regulations Section III(C)(a)**

Captain Brinkman read verbatim the executive summary explaining the addition of 'military experience' requested in Section III(C)(a).

- Staff has agreed that officers with military experience possess a unique and valuable life perspective that may add quality to the pool of candidates vying for the Sergeant position. With that, it has been requested of the PFC to revise the minimum requirements needed to allow officers who may not meet the current minimum requirements, but have military experience allowed to participate in the promotional process.
- The recommendation from staff to revise III(C)(a) to read: *A member of the Sturgeon Bay Police Department with three years in grade in the rank which immediately precedes the position being sought, or **military experience**.*
- At the time of the meeting, the application process has not been started; the steps are being defined as to what the process will be. Captain Brinkman would like changes to reflect all future hiring processes.
- Lieutenant Henry noted revisions have not been made in the Rules and Regulations handbook reflecting changes in language from last promotional process (see handout).
- City Administrator McNeil suggested the change in language would simply encourage the application of officers who do not meet full criteria, but do have military experience; this change includes no veterans preference provisions, it simply provides eligibility. Mr. McNeil emphasized that the promotional process remains unchanged. Mr. McNeil stated that the promotion process is a subject of the Collective Bargaining Agreement between the City and the police union. Eligibility is not.
- It was decided the policy would be accepted, and rewritten according to the recommendation submitted by Lieutenant Henry.

**Motion:** Moved by Commissioner Brann and seconded by Commissioner Poulton to remove the set minimum requirements for eligibility for the position of Police Sergeant under III(C)(a) in the Rules and Regulations; and substituting it with Eligibility requirements for the position are:

- 1.) Full time member of the Sturgeon Bay Police Department
- 2.) Minimum of three (3) years in grade as a Sturgeon Bay patrol officer

OR

Minimum of five (5) years of experience as a full time law enforcement officer or military and satisfactory completion of probation with the Sturgeon Bay Police Department

All ayes. Motion carries.

**Set Date for Next Meeting:** The next meeting of the Police and Fire Commission has been set for April 28, 2014 at 3:00 p.m. in the Community Room.

**Adjourn:** Moved by Commissioner Brann and seconded by Commissioner Poulton to adjourn. All ayes. Motion carries. Time of 3:43 p.m.

Respectfully submitted,  
Sarah Spude-Olson, Police Assistant  
March 27, 2014 at 2:15 p.m.

**AESTHETIC DESIGN & SITE PLAN REVIEW BOARD**

Monday, March 31, 2014

The Aesthetic Design & Site Plan Review Board meeting was called to order at 7:00 p.m. by Chairperson Mark Lake in Council Chambers, City Hall, 421 Michigan St.

**Roll call:** Members Mark Lake, John Kolodziej, Dennis Van Bramer, and Holly Feldman were present. Excused: Member Jon Burk. Also present were Paula Dvorak, NEW Insurance, 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 February 3, 2014.
4. Consideration of: Proposed insurance building, located at 631 Grant Avenue.
5. Adjourn.

Carried.

**Approval of minutes from February 3, 2014:** Moved by Mr. Van Bramer, seconded by Ms. Feldman to approve the minutes from February 3, 2014. Carried.

**Consideration of: Proposed insurance building, located at 631 Grant Avenue:** Mr. Olejniczak stated that the front of the proposed building faces the parking lot along Vibernum St., with the rear of the building facing the highway. The building is positioned over to one side of the lot leaving the possibility of subdividing the lot. The only access is Vibernum St. It complies with all setbacks. The signage and landscaping plan is still needed.

Mr. Lake was concerned with the building resembling a house in a commercial district. Ms. Feldman responded once signage is there and a parking lot it will look like a business. Mr. Van Bramer wondered if any other applications came in, that they would have to resemble a house also. There are no guidelines for this area.

Paula Dvorak, owner of the proposed building, stated that the attached garage will be constructed for storage. The siding will be a light gray color, with a lighter trim. There will be an all stone vestibule. She also passed around a picture on her phone that she had just received of the proposed 10' x 5' monument sign. The sign will have stone pillars and will be spotlighted. There would not be any other signage at this time. Mr. Olejniczak added that the spotlight would need to be screened from the highway with bushes.

After discussion, it was moved by Mr. Kolodziej, seconded by Mr. Van Bramer to issue a certificate of appropriateness as presented, including the 10' x 5' monument sign.

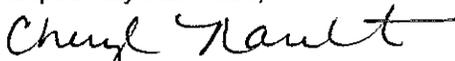
Mr. Olejniczak stated that they are required to plant one shade tree within the parking area. The site plan shows ten parking stalls.

Moved by Mr. Kolodziej, seconded by Mr. Van Bramer to amend the motion and include landscaping requirements of the zoning code must be met. A vote was taken on the amendment. All ayes. Carried.

A vote was taken on the original motion as amended. All ayes. Carried.

**Adjourn:** Moved by Mr. Van Bramer, seconded by Ms. Feldman to adjourn. Carried. Meeting adjourned at 7:20 p.m.

Respectfully submitted,



Cheryl Nault  
Community Development Secretary

7b5.

7b5.

**FINANCE/PURCHASING & BUILDING COMMITTEE**

**April 1, 2014**

A meeting of the Finance/Purchasing & Building Committee was called to order at 6:46 p.m. by Chairperson Stutting in the Council Chambers, City Hall, 421 Michigan Street. Roll call: Members Stutting, Wiegand, and Schlicht were present. Also present: Alderperson Fett, Alderperson Wiesner, City Administrator McNeil, Municipal Services Director Bordeau, and Finance Director/City Treasurer Clarizio.

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

1. Roll call.
2. Adoption of agenda.
3. Review bills.
4. Adjourn.

Carried.

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

A motion was made by Alderperson Schlicht, seconded by Alderperson Wiegand to adjourn. Carried. The meeting adjourned at 6:47 p.m.

Respectfully submitted,



Valerie J. Clarizio  
Finance Director/City Treasurer

**BOARD OF CANVASSERS**  
**April 7, 2013**

A meeting of the Board of Canvassers was called to order at 8:30 p.m. by Member Reinhardt in Council Chambers, City Hall. Roll call: Members Reinhardt, Clarizio and Allen were present.

A motion was made by Allen/Clarizio to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Canvass the results of the April 1, 2014 Spring Election and for the purpose of counting any outstanding absentees from April 1, 2014 Election.
4. Adjourn.

Carried.

The members of the Board of Canvassers reviewed the election results from Districts 2, 4, and 6 in the City of Sturgeon Bay from the April 1, 2014 election.

A motion was made Clarizio/Allen to accept the results from the April 1, 2014 Spring Election. Carried.

It was noted that there were no outstanding absentees that were returned by the deadline of 4 p.m. on the Friday following the election with a postmark by Election Day.

A motion was made by Allen/Clarizio to adjourn. Carried. The meeting adjourned at 8:40 p.m.

Respectfully submitted,



Stephanie L. Reinhardt  
City Clerk/Human Resources Director



# STURGEON BAY POLICE DEPARTMENT



*The mission of the Sturgeon Bay Police Department is to serve, protect, and work in partnership with the community to ensure a safe, nurturing environment.*

To:                   The Honorable Mayor  
                           Members of the Common Council  
                           Members of the Police and Fire Commission  
                           City Administrator Steve McNeil  
                           Officers of the Sturgeon Bay Police Department  
                           Media

From:                Captain Daniel J. Brinkman

Subject:             Monthly Report for February, 2014

Date:                 March 27, 2014

The following is a summary of the Police Department's activities for the month of February. The activities included are crimes investigated, police service calls handled by department members, arrests completed, traffic accidents investigated, miles traveled, fuel consumed, training completed, and public education provided by department members.

### Crimes Investigated

The Department, during the month, investigated a total of 44 crimes.

These crimes can be broken down and classified as follows.

Theft.....	13
Criminal Damage to Property .....	03
Disorderly Conduct .....	03
Possession of Marijuana.....	01
Bail Jumping .....	02
Violation of Court Order.....	01
Harassment.....	06
Battery.....	02
Forgery/Fraud/Scams .....	05
Burglary .....	01
Possession of Drug Paraphernalia .....	03
Possession of Marijuana with Intent to Deliver .....	01
Obstructing a Police Officer.....	01
Manufacture Methamphetamine.....	01
Internet Crimes Against Children.....	01

**TOTAL 44**

The above crimes resulted in the loss of \$11,238 to the community, of which \$7,035 has been recovered.

**Arrests**

The Department completed a total of 113 arrests during the month. These arrests encompass violations from traffic to felony, and are listed below by type of violations and number of arrests for each category.

**A. Felony Crime Arrest**

Burglary .....	01
Operating Motor Vehicle w/o Owners Consent (Damage).....	01
Manufacture Methamphetamine.....	01
Retail Theft.....	02

**TOTAL 05**

**Warrant Arrests.....00**

**TOTAL 00**

**B. Misdemeanor Crime Arrests**

Disorderly Conduct.....	04
Resist Arrest.....	01
Battery .....	02
Possess Drug Paraphernalia .....	04
Possess Marijuana.....	01
Bail Jump.....	02
Violate Court Order .....	01
Obstructing a Police Officer .....	01
Criminal Damage to Property .....	01\
Passenger in a Stolen Vehicle (Knowingly).....	01

**TOTAL 18**

**Wisconsin Probation & Parole Violation Arrests .....07**

**Warrant Arrests.....03**

**TOTAL 10**

**C. Ordinance Violation Arrests**

Underage Drinking.....	06
Retail Theft .....	02
Disorderly Conduct.....	03
Possess Drug Paraphernalia .....	01
Animal at Large .....	01
Disorderly Conduct w/ Motor Vehicle.....	01
Meddling with Property .....	01
Possession of Tobacco Underage.....	01

**TOTAL 16**

<b>D. Traffic Crime Arrests</b>	
Operate While Intoxicated (2 <sup>nd</sup> or more) .....	03
Hit and Run Property Damage .....	01
	<b>TOTAL 04</b>

<b>E. Traffic Violation Arrests</b>	
Operating a Motor Vehicle While Intoxicated.....	04
Speeding Violations .....	19
Motor Vehicle Registration Violation.....	05
Failure to Obey a Traffic Sign or Signal .....	03
Operating While Driver's License Suspended/Revoked .....	07
No Driver's License .....	03
Fail to Yield .....	02
Operating Left of Center .....	02
Inattentive Driving .....	02
Seat Belt Violations .....	03
Violation of Driver's License Restrictions.....	02
Miscellaneous Moving Traffic Violations .....	08
	<b>TOTAL 60</b>

In addition to the preceding arrests, the Department conducted a total of 212 traffic stops during the month and logged 67 violations for various motor vehicle defects and local ordinances and issued 61 written warnings for those violations. A total of 160 parking ticket were issued for parking violations throughout the city.

**Traffic Accidents**

The Department, during the month, investigated a total of 25 vehicle accidents. These investigations are categorized into four types described below.

A. Motor Vehicle Accidents Involving Fatalities.....	00
B. Motor Vehicle Accidents Involving Injuries .....	03
C. Motor Vehicle Accidents Involving Property Damage .....	19
(greater than \$1,000.00)	
D. Motor Vehicle Accidents Involving Property Damage .....	03
(less than \$1,000.00)	
	<b>TOTAL 25</b>

**Police Service Calls**

Department members handled 319 service calls during the month. These calls consist of both citizen requests for police service as described below (240), crimes investigated (44), traffic accidents investigated (25), and Wisconsin Probation and Parole Assists 10.

A. Traffic and Road Incidents .....	43
-------------------------------------	----

This category consists of all assignments involving assists to motorists in distress, directing traffic, complaints of noisy or otherwise disorderly vehicles, removing debris from roadways, and all parking problem complaints.

B. Noise Complaints ..... 05

These complaints involve private parties, licensed liquor establishments, and parties in public places.

C. Sick and Injured Persons ..... 08

Assistance rendered to the Ambulance Service and sick or injured persons. (Of these calls 00 required the commitment of citizens to a Mental Health Facility for mental or substance abuse problems.)

D. Alarms ..... 18

Officers responded to activated burglar and hold-up alarms at area banks and other business establishments and residences as well as fire alarms.

E. Complaints Involving Animals ..... 17

Investigations by officers of noisy animals, loose animals, animal bites, wild animals and sick, injured or dead animal complaints.

F. Civil Disputes ..... 02

Arguments between neighbors, landlords and tenants, and family members where no crimes have been committed.

G. Escorts ..... 05

Transporting citizens, money escorts for area financial institutions, funerals, and for area industry.

H. Civil Assistance Rendered ..... 06

This category is broad and involves such services as auto and home lockouts, emergency notifications, attempts to locate people, retrieve personal property, and registration assistance.

I. Assistance Rendered to Other Agencies ..... 06

Includes assistance to other law enforcement and government agencies.

J. Suspicious Person ..... 11

Involves both citizen complaints and observations by officers on patrol who took investigative action in regard to the suspicious behavior of other people.

K. Suspicious Motor Vehicles ..... 09

Complaints of occupied, unoccupied, abandoned, and junked motor vehicles.

L. Liquor Establishments ..... 02

Officers conducting compliance checks and investigations concerning problems with customers.

M. Fights or Brawls ..... 00

Complaints of persons fighting where no criminal arrests were made.

N. Self-Initiated Field Activity ..... 47

All initiated activity by the officer to include, but not limited to, routine security checks of area industries, businesses, city parks, residences, and compliance checks of local liquor establishments.

O. Juvenile Problems..... 04

Requests for police service that strictly involve property calls and all unfounded calls for police service. The calls vary from mischief to family problems to runaway situations.

P. Miscellaneous Incidents ..... 41

Includes arrest warrants served, recovered property calls, and all unfounded calls for police service. This category includes unfounded 9-1-1 calls investigated by Department members during the month.

Q. Welfare Checks ..... 13

Includes calls to check on the well-being of a person who has not been heard from or seen for a period of time by family, friends, neighbors, or employers.

R. Gas Drive Off..... 03

Routine non-theft investigations where a motorist drove away without paying for their gas. Typically involves a driver error, store employee error or credit card reader error.

**TOTAL 240**

**Department Mileage and Fuel Consumption**

Officers patrolled a total of 12,632 miles with department vehicles, consuming 1,304 gallons of fuel. The fleet averaged 9.7 miles per gallon of fuel during the month.

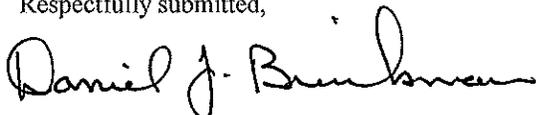
**Department Training**

Officers Steve South and Chad Mielke provided monthly training to 6 members of the Lakeshore Police Explorers, Post 9368. Ten officers completed a combined 76 hours of training this month, of which 48 hours were provided at no cost by the Door County Sheriff's Department. Three of those officers received training in Advanced Roadside Impaired Driving Enforcement. Two officers received training regarding Emotional Survival for Law Enforcement. One officer received training in Technology Dangers Facing Our Youth. Two officers received training in how to conduct Seated Standardized Field Sobriety Tests and two officers received training on the topic of Heroin and Other Drugs.

**Public Education**

Officer Kourtney Krahn presented Realtor's Safety to 30 realtors at Stone Harbor Resort. This training was sponsored by North Shore Bank.

Respectfully submitted,



Captain Daniel J. Brinkman

7c2.



# CITY of STURGEON BAY FIRE DEPARTMENT

421 Michigan St  
Sturgeon Bay, WI 54235

7c2.

**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 *TD*  
SUBJECT: March 2014 Monthly Fire Report  
DATE: April 9, 2014

I submit the following report of activities for the Sturgeon Bay Fire Department for the month of March 2014.

**CALLS FIRE DEPARTMENT RECEIVED: 89**

<b><u>CITY CALLS:</u></b> <b><u>82</u></b>	<b><u>Type of Call:</u></b>	<b><u>COUNTRY CALLS:</u></b> <b><u>07</u></b>
East Side Calls: <b><u>52</u></b>	Fire <b><u>23</u></b>	Town of Sevastopol <b><u>04</u></b>
West Side Calls: <b><u>30</u></b>	EMS <b><u>66</u></b>	Town of Sturgeon Bay <b><u>03</u></b>

**CALLS PER DAY:**

Monday	12
Tuesday	12
Wednesday	12
Thursday	13
Friday	11
Saturday	15
Sunday	14

**INCIDENT TYPE:**

33 – Medical Non-Emergent	02 – Vehicle Accident
33 – Medical Emergent	01 – Structure Fire
05 – Alarm Activation, No Fire	03 – Service Call
01 – Combustible/Flammable	01 – Smoke Detector No Fire
06 – Carbon Monoxide Incident	01 – Electric Wiring Problem
02 – Smoke Scare/Odor of Smoke	01 – Unintentional transmission of alarm

**INPECTION REPORT:**

Inspections within the city limits: **180**  
 Number of violations: **88**  
 Inspections outside the city limits: **11**  
 Number of violations: **11**  
 Total number of inspection hours: **149.78 hours**

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

**FIRE PRACTICE:** March's Fire Practice was held at the Eastside station for all EMR's. We went over all EMR protocols including new advanced skills. New skills include King Airway, C-Collar, Epi pens and a few other small items.

**TRUCK/STATION MAINTENANCE:** Firefighters worked on stripping down Unit 8 getting it ready to take to Custom Fab for refit, replaced the struts on the dog house unit 6, cleaned and refinished the floors in the compartments on unit 8. Mounted the new computer counsel and wired into Tanker 1. Installed new LED lighting in the rear scene lights and in the cabinets of unit 8. Replaced relays for the scene lighting Unit 8, repaired the power step on Rescue 1. Set up the entanglement obstacle course for the FF 1 cert course, and did the daily first on cleaning in both stations.

**TRAINING:** 423 hours of training were conducted in March. Members of our Sturgeon Bay Honor Guard attended their monthly training. FF's provided 2 days of training for the crews off the J. Block & Sykes, two vessels from Bay Ship. The training included confined space entry, air monitoring, ventilation, packaging, SCBA care and maintenance, GHS (old MSDS) training and a medical refresher for approx. 80 personnel. FF Montevideo attended a training for Grant writing. R. Soukup and M. Cihlar attended a week long class at the Waterous Facility for pump training. FF Daoust and FF Jorns attended FF 1 Cert course held at our station. Chief Herlache attend a 2 day training at the Governor's Conference for Emergency Management. A training burn was held on a Saturday at the end of the month in a home donated to the Fire Dept. giving us the ability to do live burns in multiple rooms and practice Mayday and PAR's.

**OTHER:** Firefighters attended various meetings including Town of Sturgeon Bay, USCG/City meetings. Participated in the St. Patty's parade and took Unit 8 to Custom Fab for retrofit.

CITY OF STURGEON BAY  
 INSPECTION DEPARTMENT  
 March 31, 2014

THE FOLLOWING IS THE MONTHLY SUMMARY OF THE ACTIVITIES OF THE INSPECTION DEPARTMENT FOR THE MONTH OF MARCH 2014

March-14	YEAR TO DATE		March-14	YEAR TO DATE
0	0	ONE FAMILY DWELLINGS	-----	-----
0	0	TWO FAMILY DWELLINGS	-----	-----
0	0	MULTIPLE FAMILY DWELLINGS	-----	-----
5	5	MANUFACTURED HOME	51,250	51,250
0	0	C.B.R.F.	-----	-----
0	0	RESIDENTIAL ADDITIONS	-----	-----
4	14	RESIDENTIAL ALTERATIONS	58,121	198,175
0	0	RESIDENTIAL GARAGES/CARPORTS	-----	-----
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	0	NON-RESIDENTIAL GARAGES & STORAGE BUILDINGS	-----	-----
0	1	NON-RESIDENTIAL ADDITIONS	-----	1,300,000
4	8	NON-RESIDENTIAL ALTERATIONS	89,500	117,000
0	0	MUNICIPAL BUILDINGS	-----	-----
0	0	WAREHOUSES	-----	-----
0	0	FACTORY & SHOP	-----	-----
0	0	COMMUNICATION TOWER	-----	-----
0	0	SUBSTATION	-----	-----
0	0	AGRICULTURAL BUILDINGS	-----	-----
13	28	<b>TOTAL ESTIMATED COST OF CONSTRUCTION</b>	<b>\$198,871</b>	<b>\$1,666,425</b>

March-14	YEAR TO DATE	TOTAL PERMITS ISSUED	March-14	YEAR TO DATE
13	28	BUILDING PERMITS	1,012	5,559
13	27	ELECTRICAL PERMITS	738	2,697
9	18	PLUMBING PERMITS	435	942
2	10	HEATING PERMITS	159	2,123
9	80	SIGN PERMITS	350	2,560
0	0	MISCELLANEOUS PERMITS	-----	-----
0	0	SUMP PUMP PERMITS	-----	-----
0	0	ELECTRICIAN LICENSES	-----	-----
0	0	EARLY STARTS	-----	-----
0	1	EROSION CONTROL	-----	175
0	0	STATE PLAN APPROVALS	-----	-----
0	0	PARK & PLAYGROUND PAYMENTS	-----	-----
0	0	WISCONSIN PERMIT SEALS	-----	-----
0	0	ZONING BOARD OF APPEALS APPLICATIONS	-----	-----
0	0	ZONING CHANGES/P.U.D. APPLICATIONS	-----	-----
0	0	PLAN COMMISSION - CONDITIONAL USES	-----	-----
0	0	CERTIFIED SURVEY MAP REVIEWS	-----	-----
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
0	0	PIER PERMIT	-----	-----
0	0	DEMOLITION	-----	-----
0	0	REINSPECTION FEE	-----	-----
		ADMIN FEE	123	563
<b>TOTAL RECEIPTS DEPOSITED WITH CITY TREASURER</b>			<b>\$2,817.00</b>	<b>\$14,669.00</b>

Cheryl Nault  
 Building Inspection Dept.

7d.

7d.

### BEVERAGE OPERATOR LICENSES

1. McCreery, Cory J.
2. Seiler, Pamela J.

7e.

7e.

**TEMPORARY CLASS B BEER LICENSE**

Hispanic Resource Center of Door/Kewaunee  
Agent: Imelda Delchambre  
692 Tacoma Beach Road  
Sturgeon Bay, WI 54235  
May 3, 2014

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, 2014 and ending April 30, 2015.

\* \* \* \* \*

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

Motion made by Alderperson \_\_\_\_\_, seconded by

Alderperson \_\_\_\_\_ to adopt.

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

RESOLUTION DESIGNATING PUBLIC DEPOSITORIES

RESOLVED, the following bank institutions: Baylake Bank, Sturgeon Bay, Wisconsin; Associated Bank and Associated Wealth Management, Sturgeon Bay, Wisconsin; Bank of Luxemburg, Sturgeon Bay, Wisconsin; Bank Mutual, Sturgeon Bay, Wisconsin; Firstmerit 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 \_\_\_\_\_, 2014.

EXECUTIVE SUMMARY

**TITLE:** Acceptance of a donated Kawasaki Mule Utility Terrain Vehicle (UTV)

**BACKGROUND:** With the co-operation of the Sturgeon Bay Police Department, the Fire Department has received a 2009 Kawasaki UTV through the Government Surplus Program. As one of only two Fire Departments in the Door County that didn't have a UTV, we were very pleased to be able to acquire this vehicle valued at \$7,100 for just the cost of shipping, \$650.00. As surplus equipment becomes available we have a very limited time to request the item. In this case we had to decide in two days leaving no time for prior approval from Council. The Purchasing Policy allows for acceptance of a donated asset under these circumstances. Final acceptance however is not considered complete until it is approved by the majority of the Common Council.

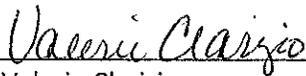
The UTV will be used for ice rescues, land searches for missing persons, off road rescues and grass/brush fires. There is no trailer and the UTV does not have a skid unit for grass fires. We will be applying for DNR and other grants for a trailer and to outfit the UTV. The UTV could also be used by the Police Department or the Parks Department for special events.

**FISCAL IMPACT:** Shipping cost of \$650 and some minor repairs. Grants will be pursued to further outfit the UTV as they become available. Operational cost will be minimal and efficiency during off road incidents will be increased.

**RECOMMENDATION:** Recommend the Council to approve the acceptance of the UTV.

**PREPARED BY:**   
Tim Herlache  
Fire Chief

4/9/14  
Date

**REVIEWED BY:**   
Valerie Clarizio  
City Treasurer/Finance Director

4/9/14  
Date

**APPROVED BY:**   
Stephen McNeil  
City Administrator

4/10/14  
Date

ORDINANCE NO. \_\_\_\_\_

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

SECTION 1: Section 20.27(5) of the Municipal Code (zoning code) of the City of  
Sturgeon Bay, Wisconsin is hereby created as follows:

(5) *Setback from navigable water.* All principal and accessory buildings  
shall be located at least 25 feet from the ordinary high water mark of all  
navigable water.

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

Approved:

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

Attest:

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

EXECUTIVE SUMMARY

**TITLE:** Resolution for DNR Knowles-Nelson Stewardship Local Assistance Grant.

**BACKGROUND:** The City has been working on the redevelopment of the West Waterfront area. Part of the project includes public improvements for a "Festival Waterfront" in the area between the two downtown bridges. The concept plans for this area were created with the assistance of a \$30,000 Wisconsin Coastal Management Program (WCMP) Grant. The plans have been approved by the Waterfront Redevelopment Authority, Park and Recreation Board, and Common Council. Another WCMP grant of \$50,000 was recently awarded to assist the completion of the engineering for the project and a portion of the construction.

The City still needs to find funds for the majority of the planned improvements. The project is eligible for grants from several programs grouped under the Local Assistance Stewardship Grant Program administered by the Wisconsin DNR. The grant application is due May 1<sup>st</sup>. It requires a resolution by the Common Council authorizing the grant application and creating a grant administrator. A proposed resolution has been created based upon the sample resolution contained in the application. It requires Council approval.

**FISCAL IMPACT:** The grant(s) provide up to 50% of the eligible project costs. The grant application is still being refined by staff, based upon consultations with DNR staff and input from the Waterfront Redevelopment Authority. The local match for the project will come from Tax Increment District #4 funds, additional grants, and other sources. The grant period doesn't begin until 2015, so the City will have time to determine whether and how to fund its local share, if the grant is awarded.

**RECOMMENDATION:** Approve the resolution and allow staff to make the grant application.

Prepared by:   
Martin Olejniczak  
Community Development Director

4-10-14  
Date

Reviewed by:   
Tony Depies  
City Engineer

4-10-14  
Date

Reviewed by:   
Stephen McNeil  
City Administrator

4-10-14  
Date

**RESOLUTION FOR OUTDOOR RECREATION AIDS**

WHEREAS, the City of Sturgeon Bay is interested in developing lands for public outdoor recreation purposes as described in the application; and

WHEREAS, financial aid is required to carry out the project;

THEREFORE, BE IT RESOLVED, that the City of Sturgeon Bay has budgeted a sum sufficient to complete the project and

HEREBY AUTHORIZES Martin Olejniczak, Community Development Director to act on behalf of the City of Sturgeon Bay to:

- Submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available;
- Submit reimbursement claims along with necessary supporting documentation within 6 months of project completion date;
- Submit signed documents; and
- Take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that the City of Sturgeon Bay will comply with state or federal rules for the programs to the general public during reasonable hours consistent with the type of facility; and will obtain from the State of Wisconsin Department of Natural Resources or the National Park Service approval in writing before any change is made in the use of the project site.

Adopted this 15<sup>th</sup> day of April, 2014.

I hereby certify that the foregoing resolution was duly adopted by the Sturgeon Bay Common Council at a legal meeting on 15<sup>th</sup> day of April, 2014.

Authorized Signature: \_\_\_\_\_ Title: \_\_\_\_\_

## EXECUTIVE SUMMARY

Title: Certified Survey Map for Johnson & Alger

Background: John Baudhuin, surveyor, has submitted a certified survey map (CSM) on behalf of Duane & Ann Johnson and Scott & Linda Alger to reconfigure two parcels located along N. 17<sup>th</sup> Drive. The CSM facilitates the transfer of 15 feet of land from the Johnson's lot to the Alger's lot. It also moves an unused utility easement. These changes will allow the Algers to construct their desired dwelling on their lot. The CSM complies with Sturgeon Bay's zoning code and subdivision code. However, the approval of the Common Council is required because of the relocation of the existing utility easement.

The original utility easement was created by the plat of New High Estates Subdivision #2. It is centered on the current lot line and is 20 feet in width. It is currently not used for any utilities. The proposed utility easement shifts 15 feet to stay centered on the new lot line. It is 12 feet wide, which is the current standard for easements for electrical lines.

The proposed CSM has been reviewed by staff from the City and Sturgeon Bay Utilities. There are no concerns with the CSM or with relocating the easement. There are no plans to place actual utilities within the easement, but relocating it (as opposed to vacating it entirely) keeps the options open.

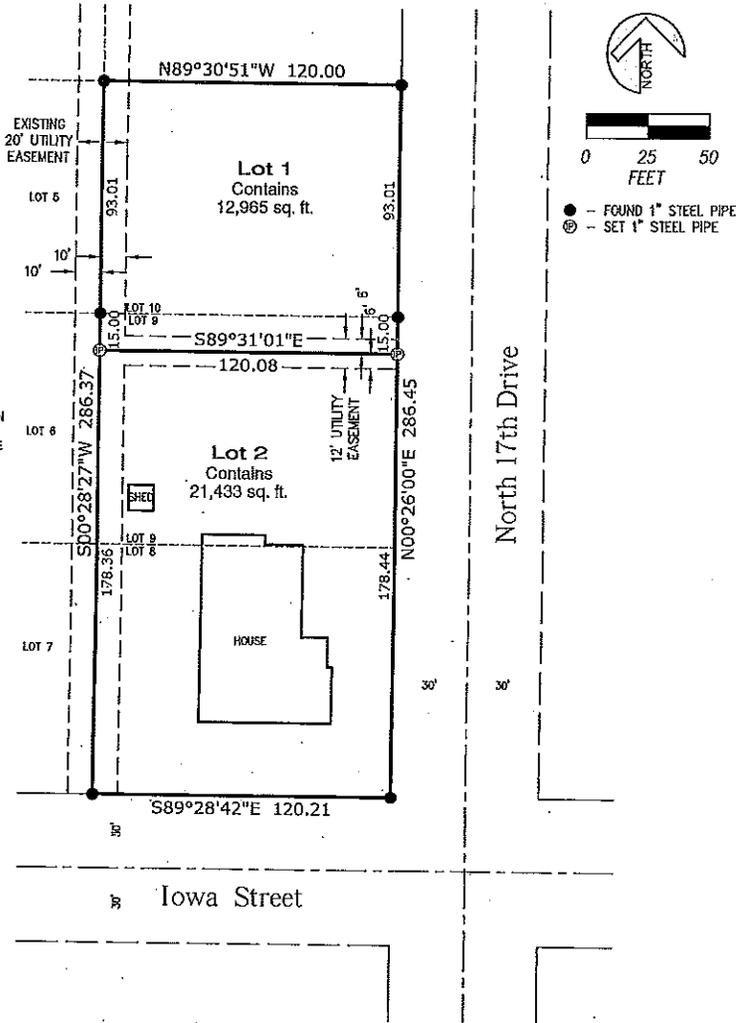
Fiscal impact: None.

Recommendation: Approve the CSM, including the modification to the utility easement.

Prepared by:	<u>Martin Olejniczak</u> Martin Olejniczak Community Development Director	<u>4-9-14</u> Date
Reviewed by:	<u>Tony Depies</u> Tony Depies City Engineer	<u>4-9-2014</u> Date
Reviewed by:	<u>Steve McNeil</u> Steve McNeil City Administrator	<u>4-9-14</u> Date
Reviewed by:	<u>James M. Stawicki</u> Jim Stawicki SBU General Manager	<u>4-9-14</u> Date

# Certified Survey Map

BEING:  
 LOTS 8-10, BLOCK 10 OF  
 NEW HIGH ESTATES SUBDIVISION #2,  
 LOCATED IN:  
 THE NW 1/4 OF THE SW 1/4 OF  
 SECTION 4, TOWN 27 NORTH, RANGE 26 EAST,  
 CITY OF STURGEON BAY, DOOR COUNTY,  
 WISCONSIN



**NOTE:**  
 THE UTILITY EASEMENT LOCATED  
 BETWEEN LOTS 9 AND 10, BLOCK 10 ON  
 THE PLAT OF NEW HIGH ESTATES  
 SUBDIVISION #2 IS RELOCATED TO THE  
 LOT LINE BETWEEN LOTS 1 AND 2 OF  
 THIS CERTIFIED SURVEY MAP.

# Certified Survey Map

BEING:  
LOTS 8-10, BLOCK 10 OF  
NEW HIGH ESTATES SUBDIVISION #2,  
LOCATED IN:  
THE NW 1/4 OF THE SW 1/4 OF  
SECTION 4, TOWN 27 NORTH, RANGE 26 EAST,  
CITY OF STURGEON BAY, DOOR COUNTY,  
WISCONSIN

## Owner's Certificate of Dedication

As owners, we hereby certify that we caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on the plat. We also certify that this plat is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

Approval: City of Sturgeon Bay

WITNESS the hand and seal of said owners this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

In presence of:

\_\_\_\_\_  
Duane Johnson

\_\_\_\_\_  
Ann Johnson

## Owner's Certificate of Dedication

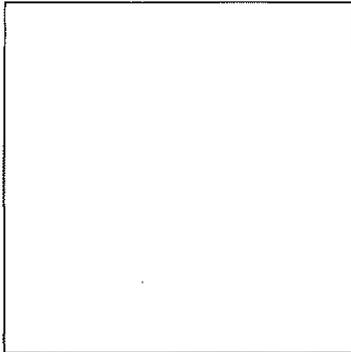
As owner, I hereby certify that I caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on the plat. I also certify that this plat is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

Approval: City of Sturgeon Bay

WITNESS the hand and seal of said owners this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

In presence of:

\_\_\_\_\_  
Scott Alger



DOOR COUNTY REGISTER OF DEEDS

CDJ : NEW\LOUIS\ALGER 22131\22131  
SHEET 3 OF 3

JOB NO. 22131  
4-9-14



Stock No. 26273

# Certified Survey Map

BEING:  
LOTS 8-10, BLOCK 10 OF  
NEW HIGH ESTATES SUBDIVISION #2,  
LOCATED IN:  
THE NW 1/4 OF THE SW 1/4 OF  
SECTION 4, TOWN 27 NORTH, RANGE 26 EAST,  
CITY OF STURGEON BAY, DOOR COUNTY,  
WISCONSIN

**Owner's Certificate of Dedication**

As owners, we hereby certify that we caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on the plat. We also certify that this plat is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

Approval: City of Sturgeon Bay

WITNESS the hand and seal of said owners this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

In presence of:

\_\_\_\_\_  
Duane Johnson

\_\_\_\_\_  
Ann Johnson

STATE OF WISCONSIN)  
\_\_\_\_\_ COUNTY) SS

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, the above named Duane and Ann Johnson to me known to be the same person who executed the foregoing Instrument and acknowledged the same.

(Notary Seal) \_\_\_\_\_  
Notary Public, \_\_\_\_\_,  
Wisconsin  
My commission expires \_\_\_\_\_.

**Owner's Certificate of Dedication**

As owners, we hereby certify that we caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on the plat. We also certify that this plat is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

Approval: City of Sturgeon Bay

WITNESS the hand and seal of said owners this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

In presence of:

\_\_\_\_\_  
Scott Alger

\_\_\_\_\_  
Linda Alger

STATE OF WISCONSIN)  
\_\_\_\_\_ COUNTY) SS

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, the above named Scott and Linda Alger to me known to be the same person who executed the foregoing instrument and acknowledged the same.

(Notary Seal) \_\_\_\_\_  
Notary Public, \_\_\_\_\_,  
Wisconsin  
My commission expires \_\_\_\_\_.