



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA
TUESDAY, SEPTEMBER 17, 2019
7:00 P.M.
COUNCIL CHAMBERS, CITY HALL – 421 MICHIGAN ST
DAVID J. WARD, MAYOR**

1. Call to order.
2. Pledge of Allegiance.
3. Roll call.
4. Adoption of agenda.
5. Public Comment.
6. Consideration of the following bills: General Fund – \$1,175,134.79, Capital Fund - \$180,322.47, Cable TV - \$65.97, TID #2 - \$1,203,991.25, TID #3 - \$84,693.75, TID #4 – 37,464.09 and Solid Waste Enterprise Fund - \$650.69 for a grand total of \$2,682,323.01 . 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 9/3/19 regular Common Council minutes.
 - * b. Approval of the following minutes:
 1. Bicycle & Pedestrian Advisory Board – 8/5/19
 2. Parking & Traffic Committee – 8/27/19
 3. Police & Fire Commission – 8/26/19
 4. Police & Fire Commission – 8/27/19
 5. Joint Park & Recreation Committee/Board – 8/28/19
 6. Finance/Purchasing & Building Committee – 8/29/19
 7. Community Protection & Services Committee – 9/9/19
 - * c. Place the following reports on file:
 1. Inspection Department – August 2019
 - * d. Consideration of: Approval of beverage operator licenses.
 - * e. Consideration of: Approval of Sidewalk Café Permit Application for Bluefront Café.
 - * f. Joint Parks & Recreation Committee recommendation re: Approve the Beach Ad Hoc Committee recommendations and to also include a swim platform at Otumba Beach.
 - * g. Finance/Purchasing & Building Committee recommendation re: Waive the park shelter reservation fee for TJ Walker Middle School.
8. Mayoral appointments.

9. Final Resolution Authorizing Improvements and Levying Special Assessments Against Benefitted Property – West side of North 7th Ave – parcel # 281-32-21020901.
10. Second reading of ordinance re: Creating Section 10.35 of the Municipal Code – Possession of Tobacco and Vapor Products by Minors.
11. First reading of ordinance re: Amending Chapter 25 of the Municipal Code – Penalty Provisions.
12. First reading of ordinance re: Amending Chapter 26 of the Municipal Code – Ethics Board structure/membership.
13. Discussion re: Development Agreement with Sturgeon Bay Historical Society.
14. Review of Ad Hoc West Waterfront Planning Committee recommendations.
15. Items to be Included on Future Agendas (New Business).
16. Committee Chairperson Reports:
 - a. Personnel Committee
 - b. Parking & Traffic Committee
 - c. Community Protection & Services Committee
 - d. Utility Commission
17. City Administrator report.
18. Mayor's report.
19. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date: 9.13.19
Time: 12:00pm
By: JM

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 09/17/2019

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
LIABILITIES				
19610	RICHARD STUEWER	08/19 INS REIMBURSE/STUEWER	01-000-000-21530	314.77
R0000222	STURGEON BAY LIONS	2018 PRK SHELT REFND/LIONS	01-000-000-46300	55.00
R0000222		2018 STATE TX REFND/LIONS	01-000-000-24214	2.75
R0000222		2018 COUNTY TX REFND/LIONS	01-000-000-24215	0.28
R0000985	SULLYS THUMBS UP PRODUCE	08.31.19 FOOD SHARE/SULLY	01-000-000-21595	113.00
R0000991	SPERBER FARMS	09.07.19 FOOD SHARE/SPERBER	01-000-000-21595	45.00
R0001001	RENARDS CHEESE	09.07.19 FOOD SHARE/RENARDS	01-000-000-21595	51.00
R0001488	BOB BORDEAU	8.31.19 FOOD SHARE/BORDEAU	01-000-000-21595	35.00
THORP	PAT THORP	09.7.19 FOOD SHARE/PAT PATCH	01-000-000-21595	81.00
TOTAL LIABILITIES				697.80
2017 CAPITAL PROJECTS & EQUIP				
01764	ASSOCIATED WEALTH MANAGEMENT	10/19 2017 CAPITAL	01-000-901-70000	110,000.00
01764		10/19 2017 CAPITAL	01-000-901-70001	15,658.13
TOTAL 2017 CAPITAL PROJECTS & EQUIP				125,658.13
2018 CAPITAL PROJ & EQ				
01764	ASSOCIATED WEALTH MANAGEMENT	10/19 2018 CAP PROJ/EQUIP	01-000-904-70000	235,000.00
01764		10/19 2018 CAP PROJ/EQUIP	01-000-904-70001	25,578.13
TOTAL 2018 CAPITAL PROJ & EQ				260,578.13
FY 2000 PRINCIPAL				
QUARLES	QUARLES & BRADY, LLP	GO BOND PROM NOTE 8.22.19	01-000-906-70002	5,800.00
QUARLES		GO BOND PROM NOTE 8.22.19	01-000-906-70002	9,500.00
TOTAL FY 2000 PRINCIPAL				15,300.00
CAPITAL PROJECTS				
01764	ASSOCIATED WEALTH MANAGEMENT	10/19 T2 CAP PROJ BND	01-000-913-70000	85,000.00
01764		10/19 T2 CAP PROJ BND	01-000-913-70001	2,835.00
TOTAL CAPITAL PROJECTS				87,835.00
CITY HALL / FIRE & POLICE STN				
01764	ASSOCIATED WEALTH MANAGEMENT	10/19 RFND BONDS GF BUILD	01-000-920-70000	165,000.00
01764		10/19 RFND BONDS GF BUILD	01-000-920-70001	17,006.25
TOTAL CITY HALL / FIRE & POLICE STN				182,006.25
EGG HARBOR RD IMP/DES				
01764	ASSOCIATED WEALTH MANAGEMENT	10/19 EGG HRBR RD	01-000-976-70000	115,000.00
01764		10/19 EGG HRBR RD	01-000-976-70001	9,266.25
TOTAL EGG HARBOR RD IMP/DES				124,266.25
BALLFIELD LIGHTING				
WPPI ENG	WPPI ENERGY	09/19 ATHLETIC LIGHT PROJECT	01-000-981-70000	1,365.39
TOTAL BALLFIELD LIGHTING				1,365.39
TOTAL GENERAL FUND				797,706.95

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
CITY COUNCIL				
03133	CELLCOM WISCONSIN RSA 10	08/19 3 ALDER CELLPHONES	01-105-000-58999	115.97
TOTAL				115.97
TOTAL CITY COUNCIL				115.97
LAW/LEGAL				
03950	DAVIS KUELTHAU	07/19 GENERAL MATTERS	01-110-000-55010	2,058.00
03950		07/19 R STOLL PADDLEBOAT LEASE	01-110-000-55010	112.00
03950		07/19 CONTRACTS/DEV AGREEMENTS	01-110-000-55010	616.00
03950		06/19 PADDLEBOAT LEASE/STOLL	01-110-000-55010	448.00
BUELOW	BUELOW, VETTER, BUIKEMA,	08/19 GENERAL LABOR MATTERS	01-110-000-57900	885.00
TOTAL				4,119.00
TOTAL LAW/LEGAL				4,119.00
ADMINISTRATION				
17700	QUILL CORPORATION	6 AWARD PLAQUES @ 19.99 EA	01-120-000-51950	119.94
17700		MESH INCLINE SORTER	01-120-000-51950	22.39
17700		MESH PENCIL CUP	01-120-000-51950	6.59
TOTAL				148.92
TOTAL ADMINISTRATION				148.92
COMPUTER				
04696	DOOR COUNTY TREASURER	08/19 INTERNET USAGE	01-125-000-55550	100.00
04696		08/19 TECH SUPPORT	01-125-000-55550	2,500.00
04696		08/19 2G INTERNET	01-125-000-55550	375.00
TOTAL				2,975.00
TOTAL COMPUTER				2,975.00
CITY ASSESSOR				
01740	ASSESSMENT TECHNOLOGIES	PROGRAMMING SUPPORT	01-130-000-55550	62.50
22740	WAAO	ANNUAL ASSOC MEMBERSHIP/TONG	01-130-000-56000	40.00
ASSO APP	ASSOCIATED APPRAISAL	09.17.19 CONTRACT	01-130-000-55010	1,333.33
TOTAL				1,435.83
TOTAL CITY ASSESSOR				1,435.83
BUILDING/ZONING CODE ENFORCEMENT				
DCI	DOOR COUNTY INSPECTIONS, LLC	08/19 PERMITS	01-140-000-55010	10,452.11

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GENERAL FUND				

TOTAL	10,452.11
TOTAL BUILDING/ZONING CODE ENFORCEMENT	10,452.11

PUBLIC WORKS ADMINISTRATION

STAPLES	WISCONSIN DOCUMENT IMAGING LLC	YELLOW TONER	01-150-000-54999	204.46
TOTAL				204.46
TOTAL PUBLIC WORKS ADMINISTRATION				204.46

CITY HALL

03159	CHARTER COMMUNICATIONS	08/19 FIRE CABLE SVC	01-160-000-58999	138.23
05500	ENERGY CONTROL AND DESIGN INC	CONTROL SYSTEM MAINT CONTRCT	01-160-000-58999	1,618.00
05500		CITY HALL MECHNCL MAINT CNTRCT	01-160-000-58999	6,780.00
CINTAS	CINTAS FIRE PROTECTION	BACK FLOW INSPECTION	01-160-000-58999	60.00
CINTAS		SPRINKLER SYSTEM ANNL INSPECT	01-160-000-58999	318.00
CINTAS		SERVICE CHARGE	01-160-000-58999	58.00
TOTAL				8,972.23
TOTAL CITY HALL				8,972.23

GENERAL EXPENDITURES

04696	DOOR COUNTY TREASURER	08/19 CITY HALL PHONES	01-199-000-58200	110.74
04696		08/19 FIRE PHONES	01-199-000-58200	33.28
04696		08/19 MUNICIPAL PHONES	01-199-000-58200	41.83
04696		08/19 POLICE PHONES	01-199-000-58200	47.11
STAPLES	WISCONSIN DOCUMENT IMAGING LLC	COPIER E608 SERVICE CALL	01-199-000-55650	494.00
TOTAL				726.96
TOTAL GENERAL EXPENDITURES				726.96

POLICE DEPARTMENT

04150	DEJARDIN CLEANERS LLC	LAUNDER UNIFORM/BRINKMAN	01-200-000-56800	9.77
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	ASSORTED OFFICE SUPPLIES	01-200-000-51950	72.60
BUBRICKS		LEGAL PADS/POST ITS	01-200-000-51950	26.80
US BANK	US BANK EQUIPMENT FINANCE	RICOH COPIER 43 OF 48	01-200-000-55650	167.00
US BANK		PROPERTY DAMAGE	01-200-000-55650	27.02
TOTAL				303.19
TOTAL POLICE DEPARTMENT				303.19

POLICE DEPARTMENT/PATROL

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GENERAL FUND				
PSYCH	PSYCHEMEDICS CORPORATION	5 DRUG SCREENS/NEW HIRE	01-215-000-57100	49.50
TOTAL				49.50
TOTAL POLICE DEPARTMENT/PATROL				49.50
FIRE DEPARTMENT				
06650	GALLS, AN ARAMARK COMPANY	UNIFORM	01-250-000-52900	38.50
06650		UNIFORM	01-250-000-52900	77.00
06650		UNIFORMS	01-250-000-52900	43.50
14560	NFPA	FIRE PREVENTION SUPPLIES	01-250-000-52250	428.71
17250	QUALITY STATE OIL CO., INC.	OIL	01-250-000-53000	266.72
18448	RENNERTS FIRE EQUIP SER INC	AIR SWITCH	01-250-000-53000	57.98
JASONMAN	JSON MANN	UNIFORM SHOES/J MANN	01-250-000-52900	99.93
LEFEVRE	LEFEVRE TIRE & AUTO	BATTERY/TRK 1	01-250-000-53000	151.95
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	ASSRTED SUPPLIES	01-250-000-53000	42.02
O'REILLY		WIRE LOOM	01-250-000-53000	15.00
O'REILLY		WIPER FLD/ANTIFREEZE	01-250-000-53000	47.56
O'REILLY		BATTERY & SUPPLIES	01-250-000-53000	181.78
O'REILLY		CREDIT RETURN	01-250-000-53000	-64.99
O'REILLY		OIL FILTERS	01-250-000-53000	17.20
O'REILLY		MOTOROIL	01-250-000-53000	15.98
O'REILLY		WIPER FLUID	01-250-000-53000	28.74
O'REILLY		ANTIFREEZE	01-250-000-53000	41.98
O'REILLY		OIL FILTER	01-250-000-53000	3.88
PREVEA	PREVEA HEALTH WORKMED	DRUG SCREEN	01-250-000-57100	168.00
WARNER	WARNER-WEXEL WHOLESALE &	CLEANING SUPPLIES	01-250-000-54999	121.02
TOTAL				1,782.46
TOTAL FIRE DEPARTMENT				1,782.46
STREET SWEEPING				
25700	ZARNOTH BRUSH WORKS INC	DIRT SHOE RUNNER 12@ 22.25	01-330-000-51400	267.00
25700		REAR DIRT SHOE 10@ 28.05	01-330-000-51400	280.50
TRACTOR	TRACTOR SUPPLY CREDIT PLAN	PARTS	01-330-000-51400	29.99
TOTAL				577.49
TOTAL STREET SWEEPING				577.49
ROADWAYS/STREETS				
06012	FASTENAL COMPANY	PIPE NIPPLE	01-400-000-51400	62.08
TOTAL				62.08
TOTAL ROADWAYS/STREETS				62.08
STREET SIGNS AND MARKINGS				

INVOICES DUE ON/BEFORE 09/17/2019

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
04696	DOOR COUNTY TREASURER	SIGN WORK	01-420-000-52600	143.44
19275	SHERWIN WILLIAMS	BLUE PAINT	01-420-000-52100	127.85
TOTAL				271.29
TOTAL STREET SIGNS AND MARKINGS				271.29
STREET MACHINERY				
04545	DOOR COUNTY COOPERATIVE/NAPA	MOLTAN 25 DIAT EARTH	01-450-000-53000	42.30
04545		REAR STP TL TURN	01-450-000-53000	6.88
04545		MECHANICAL FUEL PUMP	01-450-000-53000	17.00
06012	FASTENAL COMPANY	HARDWARE	01-450-000-52150	42.63
19070	SCHARTNER IMPLEMENT INC	FITTING	01-450-000-53000	6.40
ADVAUTO	GENERAL PARTS DISTRIBUTION LLC	OIL FILERS/CLEANERS	01-450-000-53000	55.79
ADVAUTO		SUPPLIES	01-450-000-53000	17.50
ADVAUTO		TRAILER ADAPTER	01-450-000-53000	16.52
HERLACHE	HERLACHE	CHAIN SAW REPAIRS	01-450-000-51400	13.00
TOTAL				218.02
TOTAL STREET MACHINERY				218.02
CITY GARAGE				
AMERWELD	AMERICAN WELDING & GAS, INC	MONTHLY RENT FEE 7 GAS/AIR TNK	01-460-000-54999	141.71
TOTAL				141.71
TOTAL CITY GARAGE				141.71
PARK & RECREATION ADMIN				
23200	WDOR	10 FARM MARKET ADS	01-500-000-52250	120.00
23200		9 HARMONY ADS	01-500-000-52250	135.00
CASE COM	CASE COMMUNICATIONS	12 HARMONY ADS	01-500-000-52250	119.40
CASE COM		8 FARM MARKET ADS	01-500-000-52250	79.60
STAPLES	WISCONSIN DOCUMENT IMAGING LLC	MAGENTA TONER	01-500-000-51950	204.46
TOTAL				658.46
TOTAL PARK & RECREATION ADMIN				658.46
PARKS AND PLAYGROUNDS				
03025	CAPTAIN COMMUNDES INC	MONTHLY PORT A POTTI RENTAL 3	01-510-000-58999	243.00
08225	HERLACHE SMALL ENGINE	SPARK PLUGS	01-510-000-56250	7.50
ADVAUTO	GENERAL PARTS DISTRIBUTION LLC	WASHER PUMP	01-510-000-58600	14.61
JBTREE	J & B TREE SERVICE, LLC	ASH TREE REMOVAL/SUNSET	01-510-000-58450	862.50
TRACTOR	TRACTOR SUPPLY CREDIT PLAN	SWINGSSET CHAINS	01-510-000-51850	45.95
TOTAL				1,173.56

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CITY OF STURGEON BAY
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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

GENERAL FUND				
TOTAL PARKS AND PLAYGROUNDS				1,173.56
MUNICIPAL DOCKS				
12100	LAMPERT YARDS INC	2X6 TREATED LUMBER	01-550-000-51850	41.16
TOTAL				41.16
TOTAL MUNICIPAL DOCKS				41.16
EMPLOYEE BENEFITS				
CORAGGIO	CORAGGIO, LLC	JULY-SEPT '19 WELLNESS PROGRAM	01-600-000-50550	1,500.00
EBC CORP	EMPLOYEE BENEFITS CORPORATION	08/19 FSA/HRA	01-600-000-50510	122.50
TOTAL				1,622.50
TOTAL EMPLOYEE BENEFITS				1,622.50
TOTAL GENERAL FUND				833,758.85
CAPITAL FUND				
CITY HALL				
EXPENSE				
02975	CAMERA CORNER	CITY HALL DOORS	10-160-000-59999	253.58
02975		CITY HALL ADDITIONAL DOORS SEC	10-160-000-59999	6,237.47
CEDARCRK	CEDAR CREEK CARPET INC.	CARPET PAD/911 HOUSE	10-160-000-59999	1,821.60
CEDARCRK		LABOR/911 HOUSE	10-160-000-59999	1,922.60
TOTAL EXPENSE				10,235.25
TOTAL CITY HALL				10,235.25
GENERAL EXPENDITURES				
PETERS	PETERS CONCRETE CO	SBU PORTION	10-199-000-51525	16,190.30
PETERS		ROGER WOOD	10-199-000-51525	108.07
TOTAL				16,298.37
TOTAL GENERAL EXPENDITURES				16,298.37
FIRE DEPARTMENT				
EXPENSE				
PAULCONW	PAUL CONWAY SHIELDS	TURN OUT GEAR GLOVES	10-250-000-59050	360.00
TOTAL EXPENSE				360.00
TOTAL FIRE DEPARTMENT				360.00

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INVOICES DUE ON/BEFORE 09/17/2019

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CAPITAL FUND				
ROADWAYS/STREETS				
ANNUAL RESURFACING & BASE REP.				
PETERS	PETERS CONCRETE CO	CITY PORTION	10-400-110-59095	151,786.62
TOTAL ANNUAL RESURFACING & BASE REP.				151,786.62
ANNUAL EXPENSE SL SEAL/CR FILL				
19880	STURGEON BAY UTILITIES	HYDRANT USE/PROJCT 1903	10-400-113-59096	13.48
TOTAL ANNUAL EXPENSE SL SEAL/CR FILL				13.48
TOTAL ROADWAYS/STREETS				151,800.10
PARKS AND PLAYGROUNDS				
EXPENSE				
SALZ	SALZSIEDER LANDSCAPE & NURSERY	3 HERITAGE OAK @ 185EA	10-510-000-59025	555.00
SALZ		1 IRONWOOD @185EA	10-510-000-59025	185.00
TOTAL EXPENSE				740.00
TOTAL PARKS AND PLAYGROUNDS				740.00
COMMUNITY & ECONOMIC DEVLPMT				
VANDEW	VANDEWALLE & ASSOCIATES, INC	COMP PLAN SERVICES	10-900-000-59999	888.75
TOTAL				888.75
TOTAL COMMUNITY & ECONOMIC DEVLPMT				888.75
TOTAL CAPITAL FUND				180,322.47
CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
03159	CHARTER COMMUNICATIONS	08/19 CB MUSIC SVC	21-000-000-58999	65.97
TOTAL CABLE TV / GENERAL				65.97
TOTAL CABLE TV / GENERAL				65.97
TOTAL CABLE TV				65.97
TID #2 DISTRICT				
TID DISTRICT #2				
TID #2 A AREA BONDS - CITY				
01764	ASSOCIATED WEALTH MANAGEMENT	10/19 T2 ORIG DEBT SVC	25-320-930-70001	145.97
01764		10/19 T2 CAP PROJ ORG DEBT	25-320-930-70001	155.25
TOTAL TID #2 A AREA BONDS - CITY				301.22
TID #2 A AREA BONDS - DVL				
01764	ASSOCIATED WEALTH MANAGEMENT	10/19 T2 AMEND DEBT SVC	25-320-931-70001	1,848.99
01764		10/19 T2 CAP PROJ AMEND DEBT	25-320-931-70001	1,966.69

INVOICES DUE ON/BEFORE 09/17/2019

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

TID #2 DISTRICT				
TID #2 A AREA BONDS - DVL				
TID #2 A AREA BONDS - DVL				
01764		10/19 2005 REF BND AMEND T2 DV	25-320-931-70000	280,000.00
01764		10/19 2005 REF BND AMEND T2 DV	25-320-931-70001	10,281.25
TOTAL TID #2 A AREA BONDS - DVL				294,096.93
T2 ROAD PROJECTS				
01764	ASSOCIATED WEALTH MANAGEMENT	10/19 T2 AMEND DEBT SVC	25-320-932-70001	3,235.72
01764		10/19 T2 CAP PROJ ORG DEBT	25-320-932-70001	3,441.38
01764		10/19 2006 REF BND ORG DBT T2	25-320-932-70000	275,000.00
01764		10/19 2006 REF BND ORG DBT T2	25-320-932-70001	10,381.25
TOTAL T2 ROAD PROJECTS				292,058.35
T2 SERIES 2006A				
01764	ASSOCIATED WEALTH MANAGEMENT	10/19 T2 ORIG DEBT SVC	25-320-933-70001	19,098.07
01764		10/19 T2 CAP PROJ ORG DEBT	25-320-933-70001	20,311.68
01764		10/19 T2 10.1.14 LEASE REV BND	25-320-933-70001	15,787.50
01764		10/19 DEBT RESTRCT 10.1.15	25-320-933-70001	14,087.50
01764		10/19 GO REF BOND 9.7.16	25-320-933-70000	475,000.00
01764		10/19 GO REF BOND 9.7.16	25-320-933-70001	73,250.00
TOTAL T2 SERIES 2006A				617,534.75
TOTAL TID DISTRICT #2				1,203,991.25
TOTAL TID #2 DISTRICT				1,203,991.25
TID #3 DISTRICT				
TID #3 DISTRICT				
\$1.685 NOTES				
01764	ASSOCIATED WEALTH MANAGEMENT	10/19 TID 3	27-330-937-70000	60,000.00
01764		10/19 TID 3	27-330-937-70001	24,693.75
TOTAL \$1.685 NOTES				84,693.75
TOTAL TID #3 DISTRICT				84,693.75
TOTAL TID #3 DISTRICT				84,693.75
TID #4 DISTRICT				
TID #4 DISTRICT				
TID #4 DISTRICT				
03950	DAVIS KUELTHAU	07/19 WTRFRNT DEV AUTH	28-340-000-55001	156.00
03950		07/19 GRANARY MATTERS	28-340-000-55001	1,358.00
03950		07/19 PAPKE PUBLc REC REQUEST	28-340-000-55001	957.59
STAFFORD	STAFFORD ROSENBAUM LLP	08/19 BULKHEAD/OHWM MATTERS	28-340-000-55001	1,842.50
TOTAL TID #4 DISTRICT				4,314.09
T4 \$3.12 NOTES				
01764	ASSOCIATED WEALTH MANAGEMENT	10/19 TID 4	28-340-987-70001	33,150.00
TOTAL T4 \$3.12 NOTES				33,150.00
TOTAL TID #4 DISTRICT				37,464.09
TOTAL TID #4 DISTRICT				37,464.09

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SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
04545	DOOR COUNTY COOPERATIVE/NAPA	MOLTAN 25 DIAT EARTH	60-000-000-52050	42.30
04545		CASE GREASE	60-000-000-53000	77.58
04545		ALARM/TRK 39	60-000-000-53000	39.99
04603	HALRON LUBRICANTS INC	USED OIL PICKUP FEE 200G	60-000-000-52050	30.00
04696	DOOR COUNTY TREASURER	GARBAGE TRK SCANNING	60-000-000-56250	83.33
ADVAUTO	GENERAL PARTS DISTRIBTION LLC	SYNTHETIC ATF	60-000-000-52050	323.76
JX ENT	JX ENTERPRISES, INC.	OIL PRESSURE SWITCH	60-000-000-53000	25.74
JX ENT		PRESSURE SWITCH	60-000-000-53000	27.99
TOTAL SOLID WASTE ENTERPRISE FUND				650.69
TOTAL SOLID WASTE ENTERPRISE FUND				650.69
TOTAL SOLID WASTE ENTERPRISE				650.69
TOTAL ALL FUNDS				2,340,947.07

MANUAL CHECKS

SEGAL CONSULTING	\$ 3,000.00
08/29/19	
Check # 85696	
08/19 State Plan Underwriting	
01-199-000-58900	
 HEALTH WAY	 \$250,000.00
09/03/19	
Check # 85697	
Revolving Loan Closing Disbursement	
30-000-000-58960	
 DELTA DENTAL	 \$5,963.21
09/03/19	
Check # 85698	
September Dental Insurance	
Various Departmental Accounts	
 NETWORK HEALTH	 \$82,412.73
09/03/19	
Check # 85698	
September Health Insurance	
Various Departmental Accounts	
 TOTAL MANUAL CHECKS	 \$341,375.94

DATE: 09/10/2019
TIME: 14:01:23
ID: AP443ST0.WOW

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 09/17/2019

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
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SUMMARY OF FUNDS:

GENERAL FUND	833,758.85	1,175,134.79
CAPITAL FUND	180,322.47	
CABLE TV	65.97	
TID #2 DISTRICT	1,203,991.25	
TID #3 DISTRICT	84,693.75	
TID #4 DISTRICT	37,464.09	
SOLID WASTE ENTERPRISE	650.69	

TOTAL --- ALL FUNDS	2,340,947.07	2,168,323.01

Heidi Bacon 9-10-2019
Sara Lunsom 9-10-2019
Dan Wla 9/10/19

COMMON COUNCIL
September 3, 2019

A regular meeting of the Common Council was called to order at 7:01 pm by Mayor Ward. The Pledge of Allegiance was recited. Roll call: Bacon, Hayes, Williams, Avenson, Nault, Wiederanders and Reeths were present.

Williams/Bacon to adopt agenda by removing item 7k from the consent agenda and placing it at 8a; and removing item 7b4 and 7l from the agenda to approve at the next meeting. Carried.

Virge Temme, 9098 Lime Kiln Rd; Chris Kellems, 120 Alabama Street; and Scott Moore, 947 Pennsylvania Street spoke during public comment.

Bacon introduced. Bacon/Reeths to approve following bills: General Fund - \$94,245.21, Capital Fund - \$161,759.04, Cable TV - \$5,101.67 and Solid Waste Enterprise Fund - \$2,384.47 for a grand total of \$263,490.39. Roll call: All voted aye. Carried.

Nault/Avenson to approve amended consent agenda:

- a. Approval of 8/20/19 regular Common Council minutes.
- b. Approval of the following minutes:
 - (1) Finance/Purchasing & Building Committee – 8/20/19
 - (2) Board of Public Works – 8/20/19
 - (3) City Plan Commission – 8/21/19
 - (4) ~~Parking & Traffic Committee – 8/27/19~~ Removed from agenda
- c. Place the following reports on file:
 - (1) Fire Department – July 2019
 - (2) Police Department – July 2019
- d. Consideration of: Approval of beverage operator license.
- e. Consideration of: Approval of Temporary Class B Beer license.
- f. Consideration of: Approval of Combination Class A Beer and Liquor license.
- g. Consideration of: Approval of Street Closure Applications from Door County Medical Center.
- h. Consideration of: Approval of Extension to Noise Ordinance for kitty O'Reilly's Irish Pub for October 12, 2019.
- i. Board of Public Works recommendation re: Defer special assessment for improvements of sidewalk for the following parcel #281-32-2102-0901 located at 525 North 7th Avenue and collect when property is sold or retitled.
- j. Parking & Traffic Committee recommendation re: Set the fee of \$850.00 per parking space in lieu of providing parking for Price Insurance.
- k. ~~Parking & Traffic Committee recommendation re: Replace the existing yield sign with a stop sign and clear additional brush leading up to the intersection at N. Hudson & N. Joliet Ave.~~ Moved to regular agenda.
- l. ~~Parking & Traffic Committee recommendation re: Table the delivery truck ordinance consideration due to the posted signs being acceptable and there is currently not a need for an ordinance.~~ Removed from agenda.

Carried.

Williams/Bacon to approve the following mayoral appointment:

Board of Review - Alternate

Jonathon Kruse

Carried.

RECOMMENDATION

We, the Parking & Traffic Committee, hereby recommend to Council to replace the existing yield sign with a stop sign and clear additional brush leading up to the intersection at N. Hudson & N. Joliet Ave.

PARKING & TRAFFIC COMMITTEE

By: Kelly Avenson, Chr.

Nault introduced. Nault/Avenson to approve. Carried.

Community Development Director Olejniczak explained the City entered into a contract with Vandewalle & Associates to update the Comprehensive Plan. The Plan Commission adopted a resolution approving the public participation plan, Common Council must also adopt document via resolution. Hayes/Avenson to adopt Resolution of a Public Participation Plan for the Update of the Comprehensive Plan. Carried.

Mr. Olejniczak introduced the request for a ramp into the street right-of-way in front of 231 N Third Avenue. This encroachment will comply with American with Disabilities Act accessibility code. The ramp direction shows that it is heading south from the doors. Staff has concern with the ramp ending at corner of building into the entrance of the alleyway. Avenson/Hayes to approve request for privilege in the street for entry stoop for Shirley Weese-Young at 231 N Third Avenue with the following conditions:

- The ramp shall be located on the northerly side of the entry stoop.
- The grantee shall pay attorney fees and recording fees for the drafting and recording of the formal privilege in the street document.
- The design of the metal panels delineating the side and end of the ramp/stoop shall be approved by the Aesthetic Design and Site Plan Review Board.

Additional discussion took place on ramp. Avenson to amend to have ramp located on the southerly side of the entry stoop. Motion dies due to lack of second. Original motion carried.

Williams to read in title only. Williams/Reeths to approve first reading of ordinance re: Create Section 10.35 of the Municipal Code – Possession of Tobacco and Vapor Products by Minors. Carried.

The following items were requested for future agendas: (Avenson) CPS – Review of City's Facebook Policy; (Wiederanders) CPS –Use of Round up on public & private property; (Reeths) Parking & Traffic – Handicapped parking on 3rd Avenue.

City Plan Commission chair Ward, Finance/Purchasing & Building Committee chair Bacon, and Park & Recreation Committee chair Hayes presented reports for their respective committees/commissions.

City Administrator gave his report.

The Mayor gave his report.

After Mayor Ward announced the statutory basis, Bacon/Nault to convene in closed session in accordance with the following exemptions:

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

- a. Consideration of: Sale of City owned property on 14th Avenue.
- b. Consideration of: Purchase of property located at 212 Locust Street.

Roll call: All voted aye. Carried. The meeting moved to closed session at 8:01 pm and adjourned at 8:26 pm.

Respectfully submitted,



Laurie A. Spittlemeister
Deputy Clerk/Treasurer

**Bicycle and Pedestrian Advisory Board Meeting Minutes
Monday, August 5, 2019**

The Bicycle and Pedestrian Advisory Board meeting was called to order at 1:32 p.m. by Chairperson Kelly Avenson in the Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Members Chairperson Kelly Avenson, Vice-Chairperson Chris Sullivan-Robinson, Mark Smullen, Matt Young, and Becky Kerwin were present. Also present were Alderman David Hayes, Alderman Dan Williams, Marty Olejniczak, and Police Assistant Candy Jeanquart. Also individuals from the community attended the meeting also.

Adoption of agenda: Moved by Ms. Kerwin, Seconded by Mr. Sullivan-Robinson to adopt the following agenda:

- 1. Roll call.
 - 2. Approval of agenda.
 - 3. Approval of minutes from June 3, 2019.
 - 4. Public comment on no agenda items
 - 5. Consideration of: Pedestrian path options on Memorial Drive
 - 6. Consideration of: Meeting date and time
 - 7. Consideration of: Purpose of the committee
 - 8. Consideration of: Neenah and Highway inductive loop
 - 9. Consideration of: Development of Bicycle-Pedestrian safety / media outlets
 - 10. Consideration of: Future agenda items or request to refer to City Committee
 - 11. Adjourn
- All in favor. Carried.

Approval of minutes from June 3, 2019: Moved by Mr. Sullivan-Robinson, Seconded by Ms. Kerwin to approve the minutes from June 3, 2019. **All in favor. Carried.**

Public comment on non-agenda items: The following individual spoke: Don Friex, W8305 Quarterline Road; Geri Szuberla, 1430 Memorial Drive; Pat Willman, 1322 Memorial Drive; John Wiese, 1222 Memorial Drive; Dave Baumann, 106 Memorial Drive; Tom Hilbert, 1344 Memorial Drive; Kent Wickman, 1358 Memorial Drive; Michael Maves, 1006 Memorial Drive; Robin Urban, 1350 Memorial Drive; Rick Fron, 806 Memorial Drive; Norm Wilson, 766 Memorial Drive; Bob Starr, 795 Memorial Drive; Pete Horton, 826 Memorial Drive; Dan Austad, 942 Memorial Drive; Todd Trimmerger, 5 Utopia Circle

Convene in closed session in accordance with the following exemptions:

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

Consideration of: Review legal opinion regarding Memorial Drive easement.

Majority ayes. Motion carried. Roll Call: Kelly Avenson, Chris Sullivan-Robinson, Becky Kerwin, Mark Smullen and Matt Young were present.

Reconvene in Open Session: Moved by Ms. Kerwin, seconded by Mr. Young to reconvene in open session. All ayes. Motion carried. Roll Call: Kelly Avenson, Chris Sullivan-Robinson, Becky Kerwin, Mark Smullen and Matt Young.

Ms. Avenson explained Kelly Catarozoli originated the discussion of Memorial Drive [*as Memorial Drive was included in the County's Sturgeon Bay bike loop*] as a connectivity with bicycle and pedestrian options. Ms. Avenson suggested to the public to review case 2014-WI-APP-81 TJ Auto LLC vs Mr. Twist Holdings LLC.

Consideration of: Pedestrian path options on Memorial Drive: Ms. Avenson motioned to table this agenda item until the next meeting, Seconded by Ms. Kerwin. **Majority in favor. Carried.**

Consideration of: Meeting date and time: Ms. Avenson asked the committee if the current scheduled day of the month and time is sufficient. The committee agreed, no change.

Consideration of: Purpose of the committee: Ms. Avenson stated the committee is an arm to Parking and Traffic. Mr. Olejniczak explained that committee was created to look at bicycle and pedestrian safety and education and reports to Parking and Traffic. He also explained this committee cannot take action, only make recommendations. Ms. Kerwin would like to see the committee focus more on being a bike friendly community and discuss items unrelated to bicycle and pedestrian that would be more beneficial to another committee. Also, be more project based and more connectivity with bike and pedestrian safety. Ms. Kerwin suggested not meeting each month if no new business to discuss.

Ms. Kerwin left at 3:08 pm.

Mr. Young suggested the committee review how the city can improved from a bronze status to a silver or gold status as a bike friendly community.

Consideration of: Neenah and Highway inductive loop: Ms. Avenson explained bikes and mopeds are not triggering the lights at Neenah and Highway 42-57. The Department of Transportation is eventually going to review that area.

Consideration of: Development of Bicycle – Pedestrian safety/media outlets: Mr. Sullivan-Robinson looked into media options for bicycle and pedestrian education with finding most being cost based. Door Tran has offered to post information provided.

Consideration of: Future Agenda items or request to refer to City Committee:

- Update of: Placement on website
- Consideration of: 14th Avenue from Michigan Street to Egg Harbor Road
- Discussion of: Research Bike Friendly Community Bronze to Silver status
- Discussion of: Pedestrian Path options on Memorial Drive
- Discussion of: Development of Bicycle – Pedestrian safety/media outlets

Move to adjourn. All in favor. Carried. Meeting adjourned at 3:16 p.m.

Respectfully submitted,

Candy Jeanquart

Candy Jeanquart
Police Assistant

PARKING & TRAFFIC COMMITTEE**August 27, 2019**

A meeting of the Parking & Traffic Committee was called to order at 4:30 p.m. by Chairperson Avenson in Council Chambers, City Hall, 421 Michigan Street.

Members Kelly Avenson, Kirsten Reeths and Gary Nault were present. Also present: City Engineer Chad Shefchik, Police Chief Arleigh Porter, Municipal Services Director Mike Barker, and Planner/Zoning Administrator Christopher Sullivan-Robinson.

Moved by Ald. Nault, seconded by Ald. Reeths to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from 6/17/2019.
4. Public comment.
5. Consideration of: Payment in lieu of providing parking for Price Insurance.
6. Consideration of: Signage modifications at the intersection of N. Hudson Ave. & N. Joliet Ave.
7. Consideration of: Delivery truck ordinance
8. Discussion of: Time of future meetings.
9. Adjourn.

All in favor. Carried.

Moved by Ald. Reeths, seconded by Ald. Nault, to approve the minutes from 6/17/2019. Carried.

Public comment on Agenda items and other issues related to parking & traffic in the City of Sturgeon Bay.

No public comment.

Consideration of: Payment in lieu of providing parking for Price Insurance.

Christopher Sullivan-Robinson discussed location of Price Insurance and that they are required to have two parking spaces. He also explained the process of payment in lieu of parking. Mr. Price stated that he has a verbal agreement with a neighbor and that he has off-street parking spring through fall. His planned parking area is used in the winter to pile snow from the adjacent area. Chad Shefchik explained this is a normal process and the price for payment has been a wide range between \$100 and \$1,200. Chad estimates that creating additional parking spaces in an existing lot with today's prices would be \$1,700 per space.

Moved by Ald. Avenson, seconded by Ald. Reeths to set the fee of \$850 per parking space in lieu of providing parking for Price Insurance. All in favor. Carried.

Consideration of: Signage modifications at the intersection of N. Hudson Ave. & N. Joliet Ave.

Chad Shefchik spoke of the dangerous scenario which led to this recommendation of signage changes. He discussed mentioned accidents and some close calls with pedestrians near the intersection. Ald. Nault mentioned the location of mail boxes just after the current yield sign. It appears the yield sign has drivers focused on possible oncoming traffic and less on pedestrians. He also mentioned that the yield sign seems to be causing drivers to accelerate in an area that is a turn which adds to the danger. A local resident mentioned that there is some brush along the side of N. Joliet Ave. and he fears that the brush may prevent the drivers from seeing the sign before they get right to the intersection.

Moved by Ald. Nault, seconded by Ald. Reeths to replace existing yield sign with a stop sign and clear additional brush leading up to the intersection at N. Hudson & N. Joliet Ave. All in favor. Carried.

Consideration of: Delivery truck ordinance.

Moved Ald. Avenson. Seconded by Ald. Reeths to table the delivery truck ordinance consideration until the next Parking & Traffic meeting. All in favor. Carried

Discussion of: Time of future meetings. Ald. Nault mentioned that this was discussed during last meeting and unless there were no changes there was no need to discuss. The scheduled times would remain every other month, on the last Monday of the month, at 4:30 p.m.

Motion to adjourn by Ald. Nault, seconded by Ald. Reeths. All in favor. Carried.

Meeting adjourned at 5:05 p.m.

Respectfully Submitted,



Mike Barker

Director of Municipal Services.

POLICE AND FIRE COMMISSION

August 26, 2019

A meeting of the Police and Fire Commission was called to order at 4:00 p.m. by Commission President Dave Poulton in the Closed Session Room at the Sturgeon Bay Municipal Building. **Roll Call:** Commissioner Poulton, Commissioner VanDyke, Commissioner Herdina, Commissioner Hurley and Commissioner Spritka were present. Also present from City Hall was Chief Dietman and Assistant Chief Montevideo.

Moved by Commissioner VanDyke, seconded by Commissioner Spritka to adopt the following agenda:

1. Call to Order.
2. Roll Call.
3. Adoption of Agenda.
4. Approval of Minutes.
5. 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. Consideration of: Interviews to create an eligibility list for full-time Firefighter position.

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.

6. Reconvene in open session.
7. Establish an eligibility list for full-time Firefighters.
8. Adjourn.

Approval of Minutes:

Previous meeting minutes were approved as submitted.

Convene in Closed Session:

Moved by Commissioner VanDyke, seconded by Commissioner Hurley to convene in closed session. All ayes. Motion carried.

Roll Call: Dave Poulton, Sandy Hurley, Barb Herdina, Michael VanDyke and Wayne Spritka were present.

Reconvene in Open Session:

Moved by Commissioner VanDyke, seconded by Commissioner Hurley to reconvene in open session and take formal action. All ayes. Motion carried.

Roll Call: Dave Poulton, Sandy Hurley, Barb Herdina, Michael VanDyke and Wayne Spritka were present.

Establish an Eligibility List for Full-Time Firefighter Position:

Moved by Commissioner VanDyke, seconded by Herdina to create an eligibility list for full-time fire fighters that will be effective for one year from today's date. The list, in alphabetical order, consists of: Dean Gordon, Austin Gulley, Jeremy Paszczak, Shane Wautier and Ben Weber. All ayes. Motion carried.

Adjourn: *Moved by Commissioner VanDyke, seconded by Commissioner Spritka to adjourn. All ayes. Motion carried. Time of 6:32 p.m.*

Respectfully submitted,



Sarah Spude-Olson
SBPD Office Manager

POLICE AND FIRE COMMISSION

August 27, 2019

A meeting of the Police and Fire Commission was called to order at 3:00 p.m. by Commission President Dave Poulton in the Closed Session Room at the Sturgeon Bay Municipal Building. **Roll Call:** Commissioner Poulton, Commissioner VanDyke, Commissioner Herdina, Commissioner Hurley and Commissioner Spritka were present. Also present from City Hall was Chief Porter, Captain Brinkman and Lieutenant Henry.

Moved by Commissioner Hurley, seconded by Commissioner VanDyke to adopt the following agenda:

1. Call to Order
2. Roll Call
3. Adoption of Agenda
4. Approval of Minutes
5. 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)

Consideration of: Interviews for Police Officer eligibility list.

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.

6. Reconvene in open session.
7. Establish an eligibility list for Police Officer position.
8. Adjourn.

Approval of Minutes:

No minutes to approve.

Convene in Closed Session:

Moved by Commissioner Hurley, seconded by Commissioner VanDyke to convene in closed session. All ayes. Motion carried.

Roll Call: Dave Poulton, Sandy Hurley, Barb Herdina, Michael VanDyke and Wayne Spritka were present.

Reconvene in Open Session:

Moved by Commissioner VanDyke, seconded by Commissioner Spritka to reconvene in open session and take formal action. All ayes. Motion carried.

Roll Call: Dave Poulton, Sandy Hurley, Barb Herdina, Michael VanDyke and Wayne Spritka were present.

Establish an Eligibility List for Police Officer Position:

Moved by Commissioner Hurley, seconded by Herdina to create an eligibility list for the open police officer position. The list, in alphabetical order, consists of: Jenna Brandt, Jeff Thomas and Derek Tritt. Four ayes. One no. Motion carried.

Adjourn: *Moved by Commissioner Hurley, seconded by Commissioner VanDyke to adjourn. All ayes. Motion carried. Time of 5:00 p.m.*

Respectfully submitted,

A handwritten signature in cursive script that reads "Sarah Spude-Olson".

Sarah Spude-Olson
SBPD Office Manager

CITY OF STURGEON BAY
 JOINT PARK AND RECREATION COMMITTEE/BOARD MEETING
 Wednesday, August 28, 2019
 Memorial Field Warming House, 307 South 14th Ave, 5:00 p.m. rain or shine.
 Resume in Council Chambers, City Hall, 421 Michigan Street, 5:45 p.m.

A meeting of the Joint Park and Recreation Committee / Board was called to order by Chairperson Hayes at Memorial Field. Reconvened at 5:50 in Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Members Ald. Hayes, Ald. Nault, Ald. Bacon, George Husby, Jay Renstrom, Randy Morrow, Marilyn Kleist and also present Municipal Services Director Mike Barker, Municipal Services Secretary Lynnae Kolden and Josh VanLieshout. Excused Chris Larson.

1. Roll call
2. Adoption of agenda
3. Public comment on agenda and non-agenda items
4. Approval of minutes from July 24, 2019
5. Consideration of: Boat Launch discount for seniors
6. Consideration of: Purchase of property at Otumba Park.
7. Consideration of: Approval of Beach Ad Hoc Committee recommendations.
8. Discussion of: Renaming Bullhead Point
9. Discussion of: Dog Free Park
10. Discussion of: Update on bike trail at Big Hill Park
11. Discussion of: Park assessments on Memorial Field Complex, Market Square & Martin Park
12. Directors Report
13. Future Agenda Items: Park assessments on Otumba, Sawyer & Nautical Dr. Launch Ramp
14. Adjourn

Public Comment: Claire Morkin, 110 N Joliet and Scott Moore, 947 Pennsylvania St. spoke in public comment.

Approval of Minutes from July 24, 2019: Moved by Ald. Bacon, seconded by Mr. Renstrom. All in favor. Carried.

Consideration of: Boat Launch discount for seniors:

Ald. Nault requested it be tabled for a future meeting when the gentlemen that wanted to speak on the matter was able to come and speak, he could do so in public comment. Mr. Barker did pull some numbers and didn't feel it would make a big impact on fees collected. Mr. Morrow agreed and also asked about adding a Veterans rate at the same time. Mr. Renstrom questioned about how it would be administered. It was stated on an honor system, as it is currently. Ald. Nault stated the details could be worked out at a later time. No action taken at this time.

Consideration of: Purchase of property at Otumba Park:

Discussion took place regarding the property and the Otumba Park plan. Mr. Husby stated we have purchased property in the past and that it does fit into the Otumba Park plan. Mr. VanLieshout stated the property owner approached the City about purchasing the property. Mr. Morrow made a motion to recommend to Finance to go ahead and negotiate the property purchase at Otumba Park. Mr. Renstrom seconded. All in favor. Carried.

Consideration of: Approval of Beach Ad Hoc Committee recommendations:

Mr. Morrow reviewed the recommendations from the Beach Ad Hoc Committee. Discussion took place regarding the ideas, safety of swimmers and the costs for the recommended items. Ald. Nault also suggested a swim platform at Otumba Park beach area would be a nice addition and, would add additional visibility to the swim area.

Mr. Morrow made a motion to approve the Beach Ad Hoc Committee recommendations and to also include a swim platform at Otumba Beach. Mr. Husby, seconded. All in favor. Carried.

Discussion of: Renaming Bullhead Point:

Discussion took place regarding the name, the history, and why it should stay or change names. Ald. Nault would like to see it stay as Bullhead Point. Mr. Morrow mentioned that Google maps has it listed as Shipwreck Point, but that anyone can name a spot and tag it in Google maps. Mr. Renstrom stated it's a great location for snorkeling. Ald. Hayes wants to make sure that the correct name gets used with the Way Finder sign project. Ald. Hayes directed staff to email the Sturgeon Bay Visitor Center that the name is to stay Bullhead Point. Mr. VanLieshout, stated he would send an email.

Discussion of: Dog Free Park:

Discussion took place regarding the request for a dog free park. Mr. Morrow gave some history on why the past Park & Recreation Committee / Board decided to allow dogs in the parks. It was stated to Ald. Hayes that the past administration mentioned that Cherry Blossom and Martin Park could be possible dog free parks. Ald. Bacon questioned how that could be dog free with the Ahnapee trail running through it. Mr. Morrow, was concerned that we can't protect someone from such a severe allergy. Ald. Hayes, requested it be moved to next month's agenda to be a consideration of, so a final decision can be made on a dog free park.

Discussion of: Update on bike trail at Big Hill Park:

Ald. Hayes stated he met with one of the friends of Big Hill Park and went over the concerns from Council and the neighbors. Advised him to reach out to the neighbors. They decided a letter would be drafted and given to the neighbors of Big Hill Park. The group is also willing to put money into a sign for the trail, which would have the information on the trail usage and a map of the trail layout. Mr. Morrow concerned that the signs go through Mr. Barker so they can match up with the Way Finder sign project. Ald. Reeths, requested permission to address the Committee/Board. Ald. Hayes granted. Ald. Reeths spoke on the concerns from the neighbors and that they were not informed of the trail, and the concern over kids using it not for good things. She did take photos and you can't see anything through the summer foliage on the trees. She does feel that the park needs to be monitored better. Ald. Hayes stated they will need to redo/refresh the trails every spring. They should be informing the neighbors when this is taking place. Mr. Barker doesn't feel that it is necessary every year to re-inform the neighbors of the trail maintenance. Ald. Bacon questioned if we need some sort of contract with the user groups that want to make changes to a park, and how do we keep them accountable to the requirements asked of them. Ald. Hayes asked if there is a change needed on the adopt-a-park form to keep the groups accountable. Ald. Nault, stated that it seems like every time we add something to a park the neighbors complain that the park is getting used. Mr. Renstrom, mentioned that it seems to come back to communication to the neighbors when items get added into the parks. Ald. Hayes stated we have a lot of parks and need to be proud of them. We want people out and using the parks. The bike trail group does need to follow thru and get the letter sent out to the neighbors of Big Hill Park. Mr. Renstrom, stated we should use the bike trail and Pickleball as a learning moment to get better communication out to the neighbors who live by parks of possible changes.

Discussion of: Park assessments:**Memorial Field Complex:**

Ald. Hayes thanked Mr. Husby for the tour at the Memorial Field complex, and asked Mr. Husby to go over the plan to review what was still needed or eliminated. Discussion continued regarding the parking and traffic into and around the fields. With concern of 14th Ave. and the foot traffic between the schools and the complex, the signs would need to be fixed and the press box repainted, he stated maybe the Booster Club would be willing to help with the painting. Mr. Barker stated the stairs needed to be fixed by the warming house and needed to improve access to the field house with a ramp. Ald. Hayes stated landscaping & parking lot updates.

Market Square:

Mr. Morrow, mentioned that the concrete is very slippery, the stamped part. Mr. Barker stated that it is sealed with a Non-slip sealant. Ald. Hayes, stated this would be a great park for an art installation location. Mr. Morrow said it would be nice to have some more seating around the park, like the swing benches at Sunset Park and landscaping. Ald. Bacon, stated she has been told that the farm market is one of the best in the county. Ald. Hayes stated that the other businesses in town do get a lot of extra foot traffic on Saturday mornings due to the farm market.

Martin Park:

Ald. Hayes stated this is an adoptable park. And that this park dates back to the 1880's. Ald. Bacon mentioned that the Boys and Girls Club does use the park and has mentioned that a STEM installation would be a nice improvement to the park. It would give the kids something to do during the concerts and other events in the park. Mr. Morrow said parking may become an issue in the future. He doesn't want to mess with this park too much, it's a very utilized park for the downtown area. He would like to make sure that we have an aggressive grass growing program at the park, the grass does get bare spots after events with the heavy usage. Ald. Hayes, questioned the vacant lots next door and if it would be property that we would be interested in, in the future if it came available.

Director's Report:

Pickleball lines were painted down at Sunset Park on the northern most tennis courts. The Door County Pickleball Club took the lead on the project; the City provided the paint. They look great and they did a great job. Garland park is too rocky for the swing, so we will be looking to put it in at Woods West Park. Also installed a toddler swing at Otumba Park. Most of the seasonal workers are done for the summer. Erosion is an issue at the train spur and Sunset Park. The Train spur does need to be addressed right away, a company will be coming in next week to see if the stone we have will work or if we will need to purchase other stone. Ald. Nault asked if there was anything to do with the banners at Martin Park, they get very tattered and torn with the wind. Ald. Hayes asked if there is a way to put up better signage pillars that would help make the banners look better. Mr. Morrow stated what about adding digital sign to Martin Park. Ald. Hayes stated it is a very important spot for banners in the City. Ald. Hayes asked that banners be added to Martin Park assessment plan.

Future Agenda Items:

Parks - Otumba Park, Sawyer Park & Nautical Boat ramp.
Consideration of: A dog free park.

Next meeting date: Wednesday - September 25, 2019 at 5:30 pm at City Hall.

Motion to adjourn made by Ald. Nault, seconded by Ald. Bacon. All in favor. Carried.
Meeting adjourned at 8:06 pm

Respectfully submitted,



Lynnae Kolden
Municipal Services Secretary

FINANCE/PURCHASING & BUILDING COMMITTEE
August 29, 2019

A meeting of the Finance/Purchasing & Building Committee was called to order at 4:00 pm by Chairperson Bacon in the Council Chambers, City Hall. Roll call: Alderpersons Bacon, Wiederanders and Williams were present. Also present: Alderperson Nault, City Administrator Van Lieshout, City Treasurer/Finance Director Clarizio, City Engineer Shefchik, Community Development Director Olejniczak, Door County Economic Development Executive Director Jim Schuessler, Door County Economic Development Operations Manager Tom Strong, Door County Economic Development Workforce Development Specials Kelsey Fox, Sturgeon Bay Visitor Center Executive Director Pam Seiler and Receptionist Metzger.

A motion was made by Alderperson Williams, seconded by Alderperson Wiederanders to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Public comment on agenda items and other issues related to finance & purchasing.
4. Consideration of: Request from TJ Walker Middle School to waive park shelter reservation fee.
5. Consideration of: Request from Door County Economic Development Corporation for 2020 Funding re: Administration of City Programs.
6. Consideration of: Request from Sturgeon Bay Visitor Center for 2020 Funding.
7. Consideration of: Special Assessment Policies and Procedures.
8. Convene in closed session in accordance with the following exemptions:

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

- a. Consideration of: Sale of City owned property on 14th Avenue.
- b. Consideration of: Purchase of property located at 212 Locust Street.

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 Committee may adjourn in closed session.

9. Review bills.
10. Adjourn.

No one spoke during public comment on agenda items and other issues related to finance & purchasing:

Consideration of: Request from TJ Walker Middle School to waive park shelter reservation fee.

Alderperson Bacon stated TJ Walker Middle School is requesting to waive the park shelter reservation fee for their staff picnic at Otumba Park. City Treasurer/Finance Director Clarizio stated that in the past fee waiver request have usually come from non-profit organizations. Holly Selle of TJ Walker Middle School stated this fee has been waived in the past via phone.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council to waive the park shelter reservation fee for TJ Walker Middle School. Carried.

Request from Door County Economic Development Corporation for 2019 Funding re: Administration of City Programs.

Door County Economic Development Corporation Staff Jim Schuessler, Tom Strong and Kelsey Fox presented a power point presentation highlighting various economic programs that are implemented for the City. Mr. Strong stated the Entrepreneurial Services met with 71 entrepreneurs since last August and currently has 19 projects in process. The Business Development Center allows businesses a place to incubate their businesses and then graduate out after 3-5 years, it's currently leasing to 19 tenants. In 2020, the Center will be hosting an entrepreneurial training program and will undergo rebranding. Mr. Strong continued, stating that since the state recalled the Community Development Block Grant Revolving Loan Funds program, DCEDC has been working with the City and County to develop strategies to defederalize the County's revolving loan funds while combining with the City's already defederalized funds to create a stronger Revolving Loan Funds program. Ms. Fox continued the presentation touching on implemented workforce development programs such as Inspire Door County, 8th grade career day, youth apprenticeship, Manufacturing Day and Live Door County which is a workforce attraction website. Mr. Schuessler highlighted Site Selection stating that DCEDC is currently working with several current customers regarding expansion in the Industrial Park, in addition to attracting new businesses. DCEDC continues to work with communities and prospective developers to fulfill the affordable housing needs that were identified in the Housing Study, thru media outlets, Door County Housing Symposium and with the City a Developers Summit was held in June 2019. He stated a developer has proposed to restore the West Side School as 10 market rate apartments, in addition to a 4 unit complex as attainable housing. DCEDC is requesting funding for 2020 for the administer programs of City programs.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to approve funding at the current level with the potential for adjustments once the other agreements are settled.

Consideration of: Request from Sturgeon Bay Visitor Center for 2020 Funding:

Sturgeon Bay Visitor Center Executive Director Pam Seiler presented a power point presentation highlighting the various events, festivals and programs offered to market the City of Sturgeon Bay as a premier year round destination. While SBVC continues to promote thru social media outlets, website traffic, distribution of 80,000 activity guide books and the launch of a virtual assistant. She stated SBVC offers programs to support local business owners, with retail improvement, façade improvement and social media training. In addition to the events and activities offered throughout the year Ms. Seiler stated they partner for events such as, Nicolet Tall Ships, Rotary Shipyard Tours, Harmony by the Bay, fishing tournaments and music festivals. She continued, focusing on budgeted expenses and revenues explaining that per contract with the City, funding support will continue at 25% of the room tax dollars collected by the City. Ms. Seiler highlighted for 2020 that the City is featured on an episode of Discover Wisconsin airing in June, advertising to promote the City will begin in Austin Straubel airport and phase one of the new Wayfinding signage program will launch.

Consideration of: Special Assessment Policies and Procedures:

Alderperson Bacon stated that a member of the public has come forward stating that they did not understand the notification process for special assessments. City Administrator VanLieshout explained that under State statue municipalities are able to levy for special assessments for the improvements to a person's property. The city adopted a special assessment policy that allows for consistent and equitable assessments. He further stated that the public hearing process is to testify that the assessment is true and correct. It is not a hearing to determine if the assessment should be done. City Treasurer/Finance Director Clarizio explained that once the assessment has proceeded thru the checklist, an installment letter is sent to the property owner with options for payment. If the assessment due is under \$6,000 they have the option to spread installments over 6 years, over \$6,000 the option of 12 year installment or to pay the balance in full. The installment options are applied to the tax roll. City Engineer Shefchik stated the

assessments are charged if something new is added to the property that didn't exist, such as sewer and water, sidewalks, or curb and gutter but if the city is replacing for example, sidewalks then property owners are not assessed. Discussions continued on the timing of the notification process to property owners. Mr. Shefchik stated that an additional notification and cost estimate letter could be sent after the Board of Public Works approves projects in late January or February.

No action taken.

Ted Zieman briefly spoke on the sale of property on N 14th Ave. He stated that he has to option to bid with a governmental agency and has placed an offer to purchase the City owned property at N 14th Avenue. He stated that the bidding process could take up to 90 days before he knows if his bid was accepted by the governmental agency.

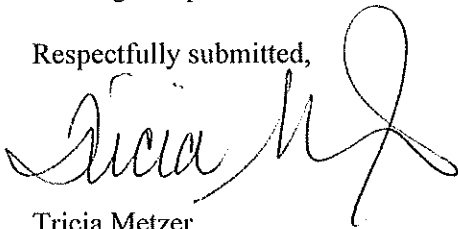
After Alderperson Bacon announced the statutory basis, it was moved by Alderperson Williams, seconded by Alderperson Wiederanders to convene in closed session. Roll call: Alderpersons Bacon, Wiederanders and Williams voted aye. Carried. The meeting moved into closed session at 5:51 pm. The meeting reconvened in open session at 6:13pm.

Review bills

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

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to adjourn. Carried. The meeting 6:14pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Tricia Metzger", with a large, stylized flourish extending from the end of the signature.

Tricia Metzger

COMMUNITY PROTECTION & SERVICES COMMITTEE**September 9, 2019**

A meeting of the Community Protection & Services Committee was called to order at 4:30 p.m. by Chairperson Williams in the Council Chambers, City Hall. **Roll Call:** Members Mr. Williams, Ms. Reeths and Mr. Wiederanders were present. Also present from City Departments were Mr. VanLieshout, Chief Porter, Captain Brinkman, Mr. Stawicki, Mr. Barker and Mr. Olejniczak.

Moved by Ms. Reeths seconded by Mr. Wiederanders to adopt the following agenda:

1. Roll Call
2. Adoption of Agenda
3. Public Comment on Agenda and Non-Agenda Items
4. Consideration of: 2020 Cable TV Budget
5. Discussion of: Identification of Hazardous Products, Education and the City's Authority to Regulate
6. Discussion of: Becoming a Green Tier Community
7. Consideration of: Coal Tar Sealant Products
8. Consideration of: Use of Round-Up in the City
9. Consideration of: Review of City's Facebook Policy
10. Discussion of: School Safety Programs
11. Adjourn

Public Comment

Chris Kellems, 120 Alabama Street, Sturgeon Bay, WI
Spoke on a number of agenda items.

Cable TV Budget

Mr. VanLieshout explained the Cable TV budget presented to the Committee. The City is contracted with Mann Communications, who runs and manages programming on the public access channels. The principal revenue source is derived from taxes collected through cable billing. The expenses include equipment, cameras, servers and contract work with Mann Communications. A certain portion of excess revenue is required to be set aside in an available fund balance for the fund, to be used for future investments.

Moved by Ms. Reeths, seconded by Mr. Wiederanders, to approve the Cable TV budget for 2020 as presented. All ayes. Carried.

Hazardous Products

Mr. Williams spoke how products used in the community that may be hazardous are regulated by laws and subject to reporting. Certain thresholds require certain levels of input in recording requirements, giving a good idea of the identification of what is in our community from a hazardous material stand-point.

There is sufficient education in the community, especially with the Local Emergency Planning Committee who does a good job with this. The LEPC has a lot of pieces of

information about different types of products, and encourages people to have an emergency plan in case one of these items is released and becomes hazardous for the community.

Mr. Williams feels the hardest part is the citizen's authority to regulate materials. However, he stated he does not think there is reason to be concerned, as the other processes require on-site inspection by the Fire Department, so if there are issues a process is in place to deal with those types of violations. Mr. VanLieshout agrees the City has the ability to authorize and regulate materials without concern.

At this time the committee feels comfortable with where things are right now. If there is a point where this becomes an issue, it will be taken up again for discussion and the possibility of creating an ordinance that can be enforced will then be considered.

Green Tier Community

The committee would like to gather more information regarding starting the process, the amount of work it entails and the value it offers to the community. The possibility of establishing an ad hoc committee to gather data was discussed.

Moved by Ms. Reeths, seconded by Mr. Wiederanders, to table this item until next meeting in order to obtain more information on the topic. All ayes. Carried.

Coal Tar Sealant

Jon Richards from Clean Wisconsin and Lakeshore Natural Resource Partnership, presented to the committee. Mr. Richard's presentation gave an overview on their work eliminating the use of coal-tar-based sealants used on parking lots and driveways, and how the use of sealants pollutes the waterways with dangerous toxins. Exposure to these toxins cause damage to not only the environment, but to the health of the public.

The initiative is to have the City create an ordinance banning coal-tar sealants, and offered a model ordinance used by others. The hope of creating such an ordinance would create an educational platform for citizens, thought to be more effective than enforcement with monetary fines; but that option is written into the ordinance.

At this time the DNR and EPA currently recognize this product bad for the environment; a statewide ban is looking to be passed on coal-tar sealants. The hope is the Legislature will pick it up as part of the clean water task force, but as of now there is no commitment to pass this.

At this time, it was decided to send a sample ordinance to our City Attorney for his review, and to get his viewpoint. If the City then feels we are in a position where something should be done, an ordinance modified for the City in mind will be brought forward.

It was agreed that coal-tar sealants are a hazard, and action will be taken to move forward with this item.

Moved by Ms. Reeths, seconded by Mr. Wiederanders, that the City Attorney review and potentially draft an ordinance on coal-tar sealants. All ayes. Carried

Use of Round Up

It was agreed more education about the product was needed to further discussion. At this time the committee was unsure how to enforce such a ban, and feels it is too early to decide on this without more information.

At this time the committee feels public education is working. Writing an banning the product would be difficult to enforce. If there is a point where this becomes an issue, it will be readdressed.

Facebook Policy

At this time the City does not have a specific policy addressing social media. The question arose whether or not one is needed. Currently, staff monitor what is on the Facebook page. Certain criteria are in place regulating use; parameters are set to filter threatening, demeaning or vulgar comments.

The value behind social media is being able to see the issues important to the community, and get a sense of what people struggle with. Social media is an essential way people communicate.

It was decided that writing a policy regulating use by staff on social media at this time, will be further discussed at the next meeting. This gives more time to enquire with staff and gather more information to make a clear decision.

School Safety Program

This item was discussed at Council. Sturgeon Bay schools have had a liaison officer longer than the other county schools. The committee feels quite confident in the program that has been implemented; it has been a model for other programs around the country.

Mr. Williams will request Aaron LeClair, Director of Emergency Services and Captain Dan Brinkman come to a Council meeting in the near future to give a brief presentation the program the area has, and what services are offered.

Moved by Mr. Wiederanders, seconded by Ms. Reeths, to adjourn the meeting of the Community Protection Services Committee. All ayes. Carried. The meeting was adjourned at 6:01 p.m.

Respectfully submitted,



Sarah Spude-Olson
Police Department
Administrative Office Manager

CITY OF STURGEON BAY
INSPECTION DEPARTMENT

August 30, 2019

THE FOLLOWING IS THE MONTHLY SUMMARY OF THE ACTIVITIES OF THE INSPECTION DEPARTMENT FOR THE MONTH OF AUGUST 2019

August-19	YEAR TO DATE		August-19	YEAR TO DATE
0	5	ONE FAMILY DWELLINGS	-- ----	995,100
0	1	TWO FAMILY DWELLINGS	-- ----	264,250
2	3	MULTIPLE FAMILY DWELLINGS	859,000	1,529,000
0	2	MANUFACTURED HOME	-- ----	93,200
0	0	C.B.R.F.	-- ----	-- ----
0	3	RESIDENTIAL ADDITIONS	-- ----	89,000
10	34	RESIDENTIAL ALTERATIONS	178,600	506,855
3	11	RESIDENTIAL GARAGES/CARPORTS	61,902	233,202
0	1	RESIDENTIAL GARAGE ADDITIONS & ALTERATIONS	-- ----	2,000
2	8	RESIDENTIAL STORAGE BUILDINGS	41,000	56,800
0	0	RESIDENTIAL SWIMMING POOLS	-- ----	-- ----
0	0	NON-RESIDENTIAL SWIMMING POOLS	-- ----	-- ----
0	0	NEW COMMERCIAL BUILDINGS	-- ----	-- ----
1	5	NON-RESIDENTIAL GARAGES & STORAGE BUILDINGS	46,200	606,780
0	0	NON-RESIDENTIAL ADDITIONS	-- ----	-- ----
2	31	NON-RESIDENTIAL ALTERATIONS	333,000	2,983,517
0	0	MUNICIPAL BUILDINGS	-- ----	-- ----
0	0	WAREHOUSES	-- ----	-- ----
0	0	FACTORY & SHOP	-- ----	-- ----
0	0	COMMUNICATION TOWER	-- ----	-- ----
0	0	SUBSTATION	-- ----	-- ----
0	0	AGRICULTURAL BUILDINGS	-- ----	-- ----
20	104	TOTAL ESTIMATED COST OF CONSTRUCTION	\$1,519,702	\$7,359,704
August-19	YEAR TO DATE	TOTAL PERMITS ISSUED	August-19	YEAR TO DATE
20	83	BUILDING PERMITS	4,907	23,903
18	107	ELECTRICAL PERMITS	2,474	14,575
9	46	PLUMBING PERMITS	1,562	5,850
11	47	HEATING PERMITS	1,670	12,152
2	120	SIGN PERMITS	240	4,040
1	6	MISCELLANEOUS PERMITS	25	375
0	0	SUMP PUMP PERMITS	-- ----	-- ----
0	0	ELECTRICIAN LICENSES	-- ----	-- ----
0	0	EARLY STARTS	-- ----	-- ----
0	5	EROSION CONTROL	-- ----	475
0	0	STATE PLAN APPROVALS	-- ----	-- ----
16	20	PARK & PLAYGROUND PAYMENTS	4,800	6,000
0	7	WISCONSIN PERMIT SEALS	-- ----	245
0	5	ZONING BOARD OF APPEALS APPLICATIONS	-- ----	1,500
0	1	ZONING CHANGES/P.U.D. APPLICATIONS	-- ----	427
0	1	PLAN COMMISSION - CONDITIONAL USES	-- ----	300
0	1	CERTIFIED SURVEY MAP REVIEWS	-- ----	140
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	1	RESIDENTIAL OCCUPANCY FEES	-- ----	75
4	31	COMMERCIAL OCCUPANCY FEES	900	2,275
0	0	PIER PERMIT	-- ----	-- ----
0	4	DEMOLITION	-- ----	100
2	14	PLAN REVIEW FEE	1,000	7,475
		ADMIN FEE	571	2,972
TOTAL RECEIPTS DEPOSITED WITH CITY TREASURER			\$18,149.00	\$82,879.00

Cheryl Nault
Building Inspection Dept.

BEVERAGE OPERATOR LICENSE

1. Bagnall, Adam J.
2. Carstens, Anthony S.
3. Dargis, Christine A.
4. Ellefsen, Kelly J.
5. Mason, Connie M.
6. McCarty, Nicholas P.
7. Polsin Joelle A.
8. Young, Katherine L.

C190

SIDEWALK CAFÉ PERMIT APPLICATION

Application for sidewalk café permit must include:

1. **Written request.**
2. **Scaled diagram** (scale 1":1') detailing the frontage of the applicants café or restaurant facing the sidewalk area requested for use as a sidewalk café. The plan shall indicate the location of doorways, width of sidewalk (distance from curb to building face), location of trees, tree wells, sidewalk benches, trash receptacles, utilities (including fire hydrants, light fixtures, etc.) newspaper racks, mailboxes, and any other semi-permanent sidewalk obstruction which may affect or be affected by the proposal. The drawing shall delineate the area requested for use as a sidewalk café, and indicate the total square footage of the affected road right of way and exact dimensions of the proposed outdoor area.
3. **Copy of current Certificate of Insurance with City named as additional insured.**
4. **Completed Hold Harmless Certificate.**
5. **Non-refundable application fee in the amount of \$55.00 per location if alcohol is not served.**
Non-refundable application fee in the amount of \$220.00 per location if alcohol is served.

Name of applicant: Susan L. Guthrie
 Establishment Name: Bluefront Cafe
 Address: 86 W. Maple Street
 Phone/Email: 920-743-9218 bluefront86@gmail.com

☒ Written Request Submitted

☒ Cert of Insurance (additional insured) submitted

☒ Scaled Diagram submitted

☒ Hold Harmless Certificate submitted

☒ Fee Paid 220.00

Date Completed Application Submitted: August 30, 2019

Community Development Approval: 9.6.19 [Signature]

Department of Public Works Approval: 9-6-2019 [Signature]

Date of Common Council Approval: _____

☒ Copy of Sidewalk Café Policy/Procedures provided to applicant.

☒ Copy of Sidewalk Café Ordinance provided to applicant.

*See back for "Alcohol Being Served Application Submission Information."

R E C O M M E N D A T I O N

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Joint Park & Recreation Committee/Board, hereby recommend to Council to approve the Beach Ad Hoc Committee recommendations and to also include a swim platform at Otumba Beach.

Respectfully submitted,

Park & Recreation COMMITTEE / BOARD
By: Ald David Hayes Chr.

RESOLVED, that the foregoing recommendation be adopted.

Dated: August 28, 2019

* * * * *

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

Passed by the Council on the _____ day of _____, 2019.

Beach Ad Hoc Committee Recommendations:

Otumba Park Beach:

- Improve signage, there is no sign notifying passersby of a beach in the park.
- Relocate sidewalk behind the planted bed to extend the beach. This is especially needed during times of high lake levels as we are experiencing now.
- Post signs at east side of the beach showing appropriate place to "hand launch" small water craft such as kayaks, canoes, and paddle boards.
- Improve "hand launch" area to make it easier to launch small craft.
- Inspect the end of storm water discharge pipe and identify options to install a grate over the end.
- Procure and install swim buoys designating this area as a swim area in an attempt to keep watercraft from entering.

ADDED: Install a water swim up platform out in the water at Otumba park

Sunset Park Beach:

- Improve signage, there is no sign notifying passersby of a beach in the neighborhood.
- Plant additional trees between beach and shipyard to provide a buffer.
- Locate additional picnic tables, benches, and trash cans near the beach.
- Arrange a beach clean-up day in the summer.
- Procure and install swim buoys designating this area as a swim area in an attempt to keep watercraft from entering.

**Sturgeon Bay Beach Ad-Hoc Committee Recommendation to
Sturgeon Bay Parks and Recreation Committee**

The Sturgeon Bay Ad Hoc Beaches Committee is made up of the following members:

Randy Morrow – Chair	Kari Brilla
Mark Schuster	Sarah Evenson
Julie Wilson	Lisa Hart

The committee met on two different occasions to discuss the City's beaches. Below is a list of recommendations to improve the local beaches.

Otumba Park Beach:

- Improve signage, there is no sign notifying passersby of a beach in the park.
- Relocate sidewalk behind the planted bed to extend the beach. This is especially needed during times of high lake levels as we are experiencing now.
- Post signs at east side of the beach showing appropriate place to "hand launch" small water craft such as kayaks, canoes, and paddle boards.
- Improve "hand launch" area to make it easier to launch small craft.
- Inspect the end of storm water discharge pipe and identify options to install a grate over the end.
- Procure and install swim buoys designating this area as a swim area in an attempt to keep watercraft from entering.

Sunset Park Beach:

- Improve signage, there is no sign notifying passersby of a beach in the neighborhood.
- Plant additional trees between beach and shipyard to provide a buffer.
- Locate additional picnic tables, benches, and trash cans near the beach.
- Arrange a beach clean-up day in the summer.
- Procure and install swim buoys designating this area as a swim area in an attempt to keep watercraft from entering.

We jointly agree that this is a great starting point for the City's beaches. Recommend Parks and Recreation Committee continue to monitor the progress of recommended upgrades and always look for ways to improve the beaches in the future.

RECOMMENDATION**TO THE HONORABLE MAYOR AND COMMON COUNCIL:**

We, the Finance/Purchasing & Building Committee, hereby recommend to waive the park shelter reservation fee for TJ Walker Middle School.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING
COMMITTEE

By: Helen Bacon, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: August 29, 2019

Introduced by _____.

Moved by Alderperson _____ seconded by

Alderperson _____ that said recommendation be adopted.

Passed by the Council on the _____ day of _____, 2019.

Holly Selle
TJ Walker Middle School
19 N. 14th Ave.
Sturgeon Bay, WI 54235
920-743-3882
hselle@sturbay.k12.wi.us

August 9, 2019

City of Sturgeon Bay Parks & Recreation Department
835 N. 14th Ave.
Sturgeon Bay, WI 54235

To Sturgeon Bay Finance Committee,

I am reserving the Otumba Park pavilion on the evening of September 6th, 2019 for the TJ Walker Middle School Staff Picnic. Per my conversation with the Parks & Recreation Department, I am writing to request to appear in front of Finance to request the pavilion reservation charge be waived for this event. Please let me know if you need any more information at this time. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Holly Selle", with a stylized, cursive script.

Holly Selle
Library Media Director
Sturgeon Bay Schools

Date Rental Fee Paid: _____
Amount Received: _____
Fee Posted on Computer: 8/9/19

2019

CITY OF STURGEON BAY PARKS & RECREATION DEPT.

835 N. 14th AVE., STURGEON BAY, WI 54235
(920) 746-2912 7:00 a.m. to 3:30 p.m. weekdays

FACILITIES REQUEST USE FORM

Name of individual or group requesting use: TJ Walker Middle School Staff

Contact person (s): Holly Selle

Address: 19 N. 14th Ave Sturgeon Bay WI 54235

Contact Phone Number: 920-746-3882

What shelter is requested: Otumba Sunset Sawyer Cherry Blossom Martin

When needed: (Please include any additional set-up and clean up time)

Date: Sept. 6, 2019 Time: 4pm - 8pm

Number of people using facility: ☒ Under 100 ☐ 101-200 ☐ Over 201

FEES:

Group of 100 or less
Group of 101-200
Group of 201 or more

City Resident	Non-Resident
<u>\$ 58.03</u>	\$ 81.24
\$ 87.57	\$ 99.17
\$174.08	\$ 301.73

Checks payable to: City of Sturgeon Bay

Note: Any cancellations must be received at least 2 weeks before event. If a 2 week cancellation is not received the rental fee will not be returned.

PLEASE NOTE: IF ANY DAMAGES OCCUR AS A RESULT OF YOUR EVENT AT THE PARK PAVILION, YOU WILL BE BILLED FOR ANY LABOR AND MATERIALS USED FOR REPAIRS. HS (Please Initial)

Describe nature of event: Beginning of year staff picnic

Will you need the outside water spickets turned on? ☐ Yes ☒ No
(The water fountain and bathroom water is already turned on)

Will alcohol be served? ☐ Yes ☒ No

If **YES** ***A separate alcohol permit is required from City Hall - 421 Michigan St., 8:00 to 4:30 weekdays

Do you need to place a banner in the park during your event? ☐ Yes ☒ No

The placement of your banner (upon approval) will need to be coordinated with the Municipal Services Director at least 1 week prior to the banner being placed.

Applicant Signature: Holly Selle
Date: 8/9/19

FINAL RESOLUTION

AUTHORIZING IMPROVEMENTS AND LEVYING SPECIAL ASSESSMENTS AGAINST BENEFITTED PROPERTY.

WHEREAS the Common Council of the City of Sturgeon Bay, Wisconsin, held a public hearing at the City Hall at 7:00 P.M. on the 6th day of August 2019, for the purpose of hearing all interested persons concerning the preliminary resolution and report of the City's Engineer on the proposed improvement installation in/on the following streets or parts thereof:

West side of N 7th Ave at parcel #2813221020901

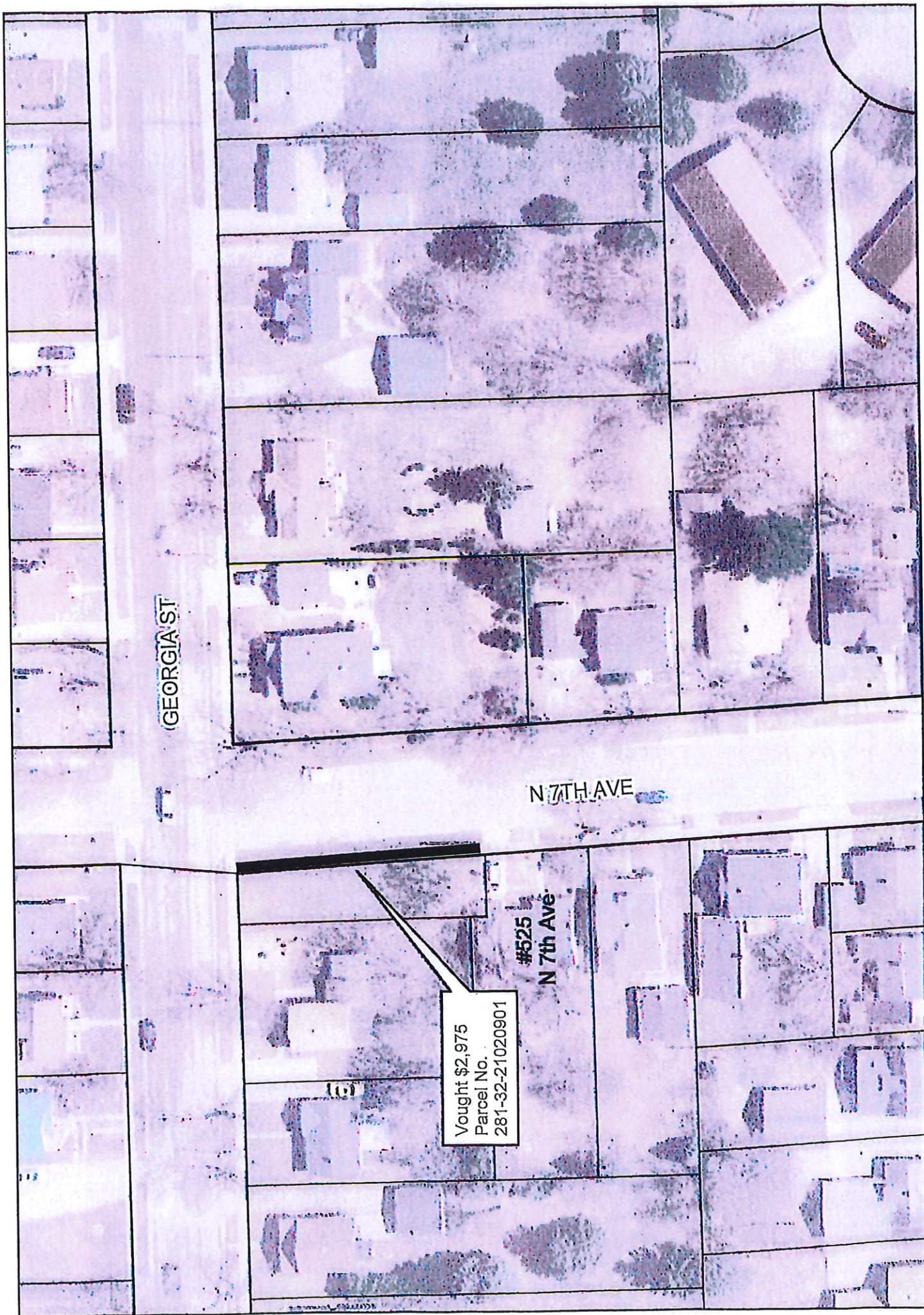
NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Sturgeon Bay as follows:

1. That the reports of the City's Engineer pertaining to the construction of the above-described public improvements, including plans and specifications thereof, as modified, is hereby adopted and approved.
2. That payment for said improvements be made by assessing the cost to the property benefitted as indicated in said reports, as modified to reflect the actual cost of construction.
3. That benefits (and damages) shown on the reports (as modified) are true and correct, have been determined on a reasonable basis and are hereby confirmed.
4. That the assessments for all projects included in said reports are hereby combined as a single assessment, but any interested property owner shall be entitled to object to each assessment separately or both assessments jointly for any purpose or purposes.
5. That the assessments may be paid in cash or six (6) annual installments. If the total assessment levied against a single parcel exceeds \$6,000.00 application can be made at the **CITY CLERK-TREASURER'S** office for twelve (12) annual installments. Installment payments are to bear interest at a floating rate to be determined on the first business day of the new calendar year for the ensuing year and will be the prime rate as posted by the official City depository on that day. The rate so established shall be applied to the unpaid balance of each assessment for that year. Installments or assessments not paid when due shall bear interest on the amount past due at the rate of one percent (1%) per month or a fractional part thereof plus one-half of one percent (0.5%) per month or fraction thereof penalty.
6. That if the title to a parcel of property changes for any reason the full amount of the outstanding assessment becomes due and payable together with applicable interest immediately.
7. The City Clerk-Treasurer is directed to publish this resolution as a Class 1 notice in the assessment district.
8. The City Clerk-Treasurer is further directed to mail a copy of this resolution and a statement of the final assessment against his property to every property owner

whose name appears on the assessment roll whose post office address is known or can, with reasonable diligence, be ascertained.

September 17, 2019
Stephanie L Reinhardt
City Clerk

* * * * *



JUNE, 2019

N 7th Ave Sidewalk
Proposed Assessment



Parcel Number	Last Name	First Name	Mailing Address				Property Address	4" Sidewalk (SF)	4" Sidewalk Cost	Total Cost
			Street 1	City	State	ZIP				
2813221020901	Vought	Justin	525 N 7th Ave	Sturgeon Bay	WI	54235	525 N 7th Ave	595.00	\$ 2,975.00	\$ 2,975.00
							Totals	595.00	\$ 2,975.00	\$ 2,975.00

An ordinance to Create Chapter 10.35
Of the City of Sturgeon Bay
Code of Ordinance.

Upon the recommendation of the Community Protection and Services Committee, the Common Council of the City of Sturgeon Bay, Door County, Wisconsin, do ordain as follows:

SECTION 1.: Chapter 10.35 of the Sturgeon Bay Code of Ordinances is hereby created to read as follows:

10.35 – Possession of Tobacco and Vapor Products By Minors.

(1) Statement of Purpose.

- (a) The purpose of this ordinance is to protect the public health, safety and welfare of the property and persons in the city by prohibiting persons under eighteen (18) years of age from possessing tobacco products and vapor products, and prohibiting the sale of tobacco products and vapor products to persons under eighteen (18) years of age.
- (b) Persons under age eighteen (18) years of age are prohibited by law from purchasing or possessing cigarettes and other tobacco products, and retailers are prohibited from selling them to minors. There are new tobacco-less products, however, commonly referred to as “electronic smoking devices,” “electronic cigarettes,” “e-cigarettes,” “e-cigars,” “e-cigarillos,” “e-pipes,” “e-hookahs,” or “electronic nicotine delivery systems,” which allow the user to simulate cigarette smoking. These products may be currently purchased by minors, are marketed without age restrictions or health warnings, and come in flavors that appeal to young people.
- (c) Electronic smoking devices are a relatively new nicotine delivery system. While devices vary in their appearance and specific method of operation, they have a few basic elements in common. A solution of water, dissolved nicotine, and other ingredients (usually flavoring) are heated with a heating element (usually battery-powered). This vaporizes the nicotine solution, which passes into a mouthpiece and is inhaled in a manner similar to cigarette smoking. Often, glycerol or propylene glycol is added to the solution to give the appearance of smoke when the solution is vaporized. The concentration of nicotine contained in the solution can be customized by the retailer to the buyer’s specifications. Many manufacturers also make nicotine-free solutions.
- (d) The production and distribution of electronic smoking devices is not currently regulated by federal or state authorities, and the U.S. Food and Drug Administration (FDA) has not completed testing of these products. Initial studies by the FDA have

smoking devices with a normative or healthy lifestyle; and by prohibiting the sale or distribution of electronic smoking devices to minors.

- (1) Therefore, the City of Sturgeon Bay Common Council determines that prohibiting the sale, giving, or furnishing of electronic smoking devices to minors and prohibiting the purchase, possession, or use of electronic smoking devices by minors is in the City's best interest and will promote public health, safety, and welfare.
- (2) *Definitions.* For purposes of construction and application of this section, the following definitions shall apply:
 - (a) *Minor* means an individual who is less than eighteen (18) years of age.
 - (b) *Person who sells tobacco products at retail* means a person whose ordinary course of business consists, in whole or in part, of the retail sale of tobacco products subject to the state sales tax.
 - (c) *Person who sells vapor products at retail* means a person whose ordinary course of business consists, in whole or in part, of the retail sale of vapor products.
 - (d) *Possession of a tobacco product* shall mean either actual physical control of the tobacco product without necessarily owning that product, or the right to control the tobacco product even though it is in a different room or place than where the person is physically located.
 - (e) *Public place* means a public street, sidewalk, or park or any area open to the general public in a publically owned or operated building or premises, or in a public place of business or school.
 - (f) *Tobacco product* means a product that contains tobacco and is intended for human consumption, including but not limited to, cigarettes, non-cigarette smoking tobacco, or smokeless tobacco, (as those terms are defined in Section 2 of the Tobacco Products Tax Act), and cigars. Tobacco product does not include a vapor product or a product regulated as a drug or device by the United States Food and Drug Administration.
 - (g) *Use of a tobacco product or vapor product* means to smoke, chew, suck, inhale, or otherwise consume a tobacco product or vapor product.
 - (h) *Vapor product* means any product containing or delivering nicotine, lobelia, or any other substance intended for human consumption that can be used by a person to simulate smoking in the delivery of nicotine or any other substance through inhalation of vapor from the product. Electronic delivery device shall include any component part of such a product whether or not sold separately. Electronic

delivery device shall not include any product that has been approved or otherwise certified by the United States Food and Drug Administration for legal sales for use in tobacco cessation treatment or other medical purposes, and is being marketed and sold solely for that approved purpose.

(3) *Prohibited Conduct.*

- (a) Consistent with Wis. Stat. § 254.92, a minor shall not do any of the following:
 - (i) Purchase or attempt to purchase a tobacco product or vapor product.
 - (ii) Possess or attempt to possess a tobacco product or vapor product.
 - (iii) Use a tobacco product or vapor product in a public place.
 - (iv) Present or offer to an individual a purported proof of age that is false, fraudulent, or not actually his or her own proof of age for the purpose of purchasing, attempting to purchase, possessing, or attempting to possess a tobacco product or vapor product.
- (b) No individual, regardless of age, who is enrolled in secondary school may possess or attempt to possess a tobacco product or vapor product while on school property.
- (c) An individual who violates subsection (a) shall be subject to the penalties listed in the juvenile bond schedule.
- (d) An individual who violates subsection (b) shall be subject to the following penalties:
 - (i) For the first violation, the person is responsible for a civil infraction punishable by a civil fine of fifty dollars (\$50.00).
 - (ii) For a second and subsequent violation, the person is responsible for a civil infraction punishable by a civil fine of seventy-five dollars (\$75.00).
- (e) Subsection (a) does not apply to a minor participating in any of the following:
 - (i) An undercover operation in which the minor purchases or receives a tobacco product or vapor product under the direction of the minor's employer and with the prior approval of the local prosecutor's office as part of an employer-sponsored internal enforcement action.
 - (ii) An undercover operation in which the minor purchases or receives a tobacco product or vapor product under the direction of the state police or a local

police agency as part of an enforcement action, unless the initial or contemporaneous purchase or receipt of the tobacco product or vapor product by the minor was not under the direction of the state police or the local police agency and was not part of the undercover operation.

- (iii) Compliance checks in which the minor attempts to purchase tobacco products for the purpose of satisfying federal substance abuse block grant youth tobacco access requirements, if the compliance checks are conducted with the prior approval of the state police or a local police agency.
 - (f) Subsection (a) does not apply to the handling or transportation of a tobacco product or vapor product by a minor under the terms of that minor's employment.
 - (g) This section does not prohibit an individual from being charged with, convicted of or found responsible for, or sentenced for any other violation of law that arises out of the violation of subsection (a).
- (4) *Furnishing to Minors.* The following is consistent with Wis. Stat. § 134.66.
- (a) A person shall not sell, give or furnish any vapor product to a minor, including, but not limited to, through a vending machine. A person who violates this subsection of this section is subject to a fine of not more than one hundred dollars (\$100.00) for each violation.
 - (b) Subsection (a) of this section does not apply to the handling or transportation of a tobacco product or vapor product by a minor under the terms of the minor's employment.
 - (c) Before selling, offering for sale, giving, or furnishing a vapor product to an individual, a person shall verify that the individual is at least eighteen (18) years of age by doing one (1) of the following:
 - (i) Examining a government-issued photographic identification that establishes that the individual is at least eighteen (18) years of age.
 - (ii) For sales made by the internet or other remote sales method, performing an age verification through an independent, third-party age verification service that compares information available from a commercially available database, or aggregate of databases, that are regularly used by government agencies and businesses for the purpose of age and identity verification to the personal information entered by the individual during the ordering process that establishes that the individual is eighteen (18) years of age or older.

Section 2.

All ordinances or resolutions in conflict with this ordinance are hereby revoked.

Section 3.

This Ordinance shall take effect upon passage by majority vote of the membership of the Common Council and publishing as provided by law.

PASSED AND ADOPTED by the Common Council of the City of Sturgeon Bay, Wisconsin this ____ day of July, 2019.

**An Ordinance to Amend Chapter 25
of the City of Sturgeon Bay
Code of Ordinances.**

Upon the recommendation of the Community Protection and Services Committee the Common Council of the City of Sturgeon Bay, Door County, Wisconsin, do ordain as follows:

SECTION 1: Section 25.04(1)(a) of the Sturgeon Bay Code of Ordinances entitled: Penalty Provisions, General penalty, First offense, is hereby amended by creating Section 24.04(1)(a)1 to read as follows:

- 1. Any person who violates Ch. 10.20 of the City of Sturgeon Bay Municipal Code, while in the person’s permanent residence, shall upon conviction thereof forfeit not more than \$0.00, together with the costs of prosecution and in default of such forfeiture and costs of prosecution shall be imprisoned in the county jail until such forfeiture and costs are paid, but not exceeding ninety (90) days.

SECTION 2: Section 25.04(1)(b) of the Sturgeon Bay Code of Ordinances entitled: Penalty Provisions, General penalty, Second offense, is hereby amended by creating Section 24.04(1)(b)1 to read as follows:

- 1. Any person who violates Ch. 10.20 of the City of Sturgeon Bay Municipal Code, while in the person’s permanent residence, shall upon conviction thereof forfeit not more than \$0.00, together with the costs of prosecution and, in default of such forfeiture and costs of prosecution shall be imprisoned in the county jail until such forfeiture and costs are paid, but not exceeding six (6) months.

SECTION 3. Section 25.04(1)(b) of the Sturgeon Bay Code of Ordinances entitled: Penalty Provisions, Schedule of deposits, is hereby amended by repealing that portion of the schedule setting the bond for possession of less than one ounce of marijuana in violation of 10.20 of the Sturgeon Bay Code of Ordinances, and recreating it to read as follows:

10.20	Possession of less than one ounce of marijuana—Person’s permanent residence.	
	First offense	0.00
	Second and subsequent offenses	0.00
10.20	Possession of less than one ounce of marijuana—other than a person’s permanent residence	

		First offense	50.00
		Second and subsequent offense(s)	100.00

SECTION 4.

All ordinances or resolutions in conflict with this ordinance is hereby revoked.

SECTION 5.

This Ordinance shall take effect upon passage by majority vote of the membership of the Common Council and publishing as provided by law.

PASSED AND ADOPTED by the Common Council of the City of Sturgeon Bay, Wisconsin this ____ day of _____, 2019.

**An Ordinance to Amend Chapter 36
of the City of Sturgeon Bay
Code of Ordinances.**

Upon the recommendation of the Community Protection and Services Committee the Common Council of the City of Sturgeon Bay, Door County, Wisconsin, do ordain as follows:

SECTION 1: Section 36.07(1) of the Sturgeon Bay Code of Ordinances entitled: Ethics board structure, membership, is hereby repealed and recreated to read as follows:

- (1) *Membership.* The members of the ethics board shall be appointed by the mayor and confirmed by the council. Terms of office shall be three years, except that when initial appointments are made, one shall be appointed for one year, two for two years and two for three years, two additional members can be appointed by the Mayor as alternates to the Board. Three of the members appointed to the ethics board should be in good standing and include current or former legal professionals, clergy, human resources professionals or other current or former members of an occupation that demands adherence to an ethical standard or have formal training in the study of ethics and philosophy. No member of the ethics board may be a current or former member of the common council of the City of Sturgeon Bay. Two members appointed to the ethics board may be residents at large. All members of the ethics board must be residents of the City of Sturgeon Bay. If any member of the ethics board petitions the board for an advisory opinion regarding his or her conduct, such member shall be mandatorily excluded from sitting in his or her own case.

SECTION 2.

All ordinances or resolutions in conflict with this ordinance is hereby revoked.

SECTION 3.

This Ordinance shall take effect upon passage by majority vote of the membership of the Common Council and publishing as provided by law.

PASSED AND ADOPTED by the Common Council of the City of Sturgeon Bay, Wisconsin this ____ day of ____, 2019.