



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA
TUESDAY, APRIL 21, 2020
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.

PRESENTATION OF CERTIFICATE OF APPRECIATION TO:

KELLY AVENSON, DISTRICT 4

**ORGANIZATIONAL MEETING
DAVE WARD, MAYOR**

NEWLY ELECTED COUNCIL MEMBER IS SEATED

4. Roll call.
5. Adoption of agenda.
6. Public Comment on agenda items only.
7. Consideration of the following bills: General Fund – \$272,010.71, Capital Fund - \$21,456.96, Cable TV - \$36.95, TID #4 - \$58,238.77, and Solid Waste Enterprise Fund - \$17,051.03 for a grand total of \$368,794.42. roll call]
8. **CONSENT AGENDA**
 - * All items listed with an asterisk (*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests before the Adoption of the Agenda, in which event the item will be removed from the Consent Agenda and considered immediately following the consent agenda.
 - * a. Approval of 3/17/20 regular, 3/19/20 special, and 4/9/19 regular Common Council minutes.
 - * b. Place the following minutes on file:
 - (1) Personnel Committee – 3/12/20
 - (2) Board of Canvassers – 3/13/20
 - * c. Consideration of: Approval of Beverage Operator licenses.
 - * d. Personnel Committee recommendation re: Approve increasing the starting wage for seasonal employees.
9. Mayoral appointments.
10. Election of Council President. [Council Election.]

11. Consideration of: Council Rules of Order.
12. Resolution Designating Public Depositories.
13. Resolution Designating Official Newspaper.
14. Emergency Management Team meeting updates.
15. Ratification of Resolution Adjusting Poll Worker Wage for April 7, 2020 Election.
16. Update re: West Waterfront Promenade Plans – 30% Status.
17. City Administrator report.
18. Mayor's report
19. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date: 4-17-20

Time: 12:00 PM

By: Laurie S.

NOTE: COUNCIL CHAMBERS WILL BE OPEN TO THE PUBLIC TO OBSERVE AND RENDER PUBLIC COMMENT ON AGENDA ITEMS ONLY. THE MEETING WILL BE LIVESTREAMED AT <https://sbtv.viebit.com/> AND CABLE ACCESS CHANNEL 988.

CITY OF STURGEON BAY
GENERAL PROCEDURES FOR PUBLIC COMMENT AT COMMON COUNCIL MEETINGS

Any citizen requesting to address the Council during the public comment portion of the meeting:

- Must fill out a "Request to Comment" form and turn it in to the City Clerk or Mayor PRIOR to the start of the meeting. Name and address must be filled in. Request to comment forms can be turned in from 8:00 am to 6:50 pm the day of the Common Council meeting.
- Individuals will have a maximum of three (3) minutes to address the Council. A total of 30 minutes will be allotted to Public Comment per meeting, unless the Council body agrees to extend the time. The extensions will be 15 minute additional increments.
- Priority will be given to City residents.
- The speaker shall not engage in personal attacks against the Mayor, Council members, City staff or its representatives and remain courteous and respectful. The Council/Committee requests that all comments and interactions between those present be conducted in a constructive and respectful manner. Anyone acting in a disruptive or disrespectful manner will be asked to leave the meeting by the person presiding at the meeting.
- The Mayor/Chair may ask questions of the speaker for clarification purposes.
- The Mayor/Chair may allow, at his discretion, Council/Committee members or staff to respond to the speaker's comment. However, dialogue will not ensue.
- The Mayor/Chair may refer the matter to a committee or to the City Administrator for further follow up as needed.

IF EVERYONE ABIDES BY THESE GUIDELINES, OUR MEETINGS WILL MOVE ALONG SMOOTHLY AND BUSINESS WILL BE CONDUCTED IN AN EFFICIENT AND TIMELY MANNER. YOUR COOPERATION WILL BE APPRECIATED BY ALL PRESENT AT THE MEETING.

PLEASE NOTE THAT LETTERS WILL NOT BE READ INTO THE RECORD AS PUBLIC COMMENT. ONLY LETTERS RECEIVED FOR A PUBLIC HEARING WILL BE READ INTO THE RECORD.

NOTE: IF TOPICS THAT WILL GENERATE SIGNIFICANT POTENTIAL FOR PUBLIC COMMENT APPEAR ON THE COUNCIL AGENDA, A PUBLIC HEARING WILL TAKE PLACE PRIOR TO THE COUNCIL MEETING.

RESPECTFULLY,
MAYOR DAVID J. WARD

ADOPTED: 05/21/19

IME:
D:

7.

7.

INVOICES DUE ON/BEFORE 04/21/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
ASSETS				
R0001595	ENCHANTEAU	OVERPAY DPP/ENCHANTEAU/2811266	01-000-000-12320	8.79
R0001596	LEUKEMIA & LYMPHOMA SOCIETY	SUNSET PK RES RFND/SCENIC 150	01-000-000-46310	286.00
R0001596		SUNSET PK RES RFND/SCENIC 150	01-000-000-24214	14.30
R0001596		SUNSET PK RES RFND/SCENIC 150	01-000-000-24215	1.43
TOTAL ASSETS				310.52
TOTAL GENERAL FUND				310.52
CITY COUNCIL				
03133	CELLCOM WISCONSIN RSA 10	03/20 3 ALDER CELLPHONES	01-105-000-58999	115.37
TOTAL				115.37
TOTAL CITY COUNCIL				115.37
LAW/LEGAL				
03950	DAVIS KUELTHAU	02/20 GENERAL LEGAL MATTERS	01-110-000-55010	2,082.00
03950		02/20 CONTRACT MATTERS/SARTER	01-110-000-55010	252.00
16555	PINKERT LAW FIRM, LLP	02/20 LITIGATN MATTRS/R KOLSKI	01-110-000-55010	45.00
TOTAL				2,379.00
TOTAL LAW/LEGAL				2,379.00
CITY CLERK-TREASURER				
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	2 BOXES DYMO LABELS	01-115-000-54999	50.12
BUBRICKS		POST ITS/STAPLES/LABLS/ENVELOPE	01-115-000-51950	87.77
TOTAL				137.89
TOTAL CITY CLERK-TREASURER				137.89
CITY ASSESSOR				
ASSO APP	ASSOCIATES APPRAISAL	04.21.20 CONTRACT	01-130-000-55010	3,778.78
ASSO APP		REVALUATION PROGRAM	01-130-000-55010	11,043.75
TOTAL				14,822.53
TOTAL CITY ASSESSOR				14,822.53
BUILDING/ZONING CODE ENFORCEMENT				
DCI	DOOR COUNTY INSPECTIONS, LLC	03/20 PERMITS	01-140-000-55010	5,774.26
SAFEBUILD	SAFE BUILT	PLAN REVIEW SVC 1205 S DULUTH	01-140-000-55010	340.00
SAFEBUILD		PLAN REVIEW SVC 1205 S DULUTH	01-140-000-55010	170.00
SAFEBUILD		PLAN REVIEW SVC 45 E WALNUT ST	01-140-000-55010	340.00

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
TOTAL				6,624.26
TOTAL BUILDING/ZONING CODE ENFORCEMENT				6,624.26
PUBLIC WORKS ADMINISTRATION				
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	PAPER	01-150-000-52800	101.97
TOTAL				101.97
TOTAL PUBLIC WORKS ADMINISTRATION				101.97
ELECTIONS DEPARTMENT				
COVID19				
04575	DOOR COUNTY HARDWARE	64 CLAMPS AND STAR SCREWS	01-155-401-54999	463.35
08280	HILL BUILDING MAINTENANCE INC	CLEAN/DISINFECT CITY HALL	01-155-401-54999	500.00
08280		CLEAN/DISINFECT JAYCEE HALL	01-155-401-54999	425.00
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	FLAIR MARKERS 10 DOZEN	01-155-401-54999	220.00
BUBRICKS		3 BOXES FILE FOLDERS	01-155-401-54999	23.61
BUBRICKS		8 PK GRIPPER FINGERTIPS	01-155-401-54999	84.32
R0000724	SCATURO'S BAKING CO & CAFE	POLL WORKER DINNER	01-155-401-54999	350.00
TOTAL COVID19				2,066.28
TOTAL ELECTIONS DEPARTMENT				2,066.28
CITY HALL				
03159	SPECTRUM	03/20 FIRE CABLE SVC	01-160-000-58999	138.04
05500	ENERGY CONTROL AND DESIGN INC	AIR HANDLER REPAIR	01-160-000-58999	587.75
05500		BOILER FLAME ROD REPLACEMENT	01-160-000-58999	1,473.98
19880	STURGEON BAY UTILITIES	421 MICHIGAN STREET	01-160-000-56150	2,139.10
19880		421 MICHIGAN STREET	01-160-000-58650	159.42
WARNER	WARNER-WEXEL WHOLESALE &	PAPER PRODUCTS	01-160-000-51850	53.42
WARNER		TOWELING DISPENSER	01-160-000-51850	28.89
TOTAL				4,580.60
COVID19				
04575	DOOR COUNTY HARDWARE	3 ACRYLIC SHEETS	01-160-401-54999	125.97
TOTAL COVID19				125.97
TOTAL CITY HALL				4,706.57
INSURANCE				
MCCLONE	MCCLONE AGENCY, INC	05/20 WORK COMP	01-165-000-58750	9,491.00
MCCLONE		05/20 GEN LIAB	01-165-000-56400	3,253.00
MCCLONE		05/20 POLICE LIAB	01-165-000-57150	1,350.00
MCCLONE		05/20 PUBLIC OFFICIAL LIAB	01-165-000-57400	1,235.00

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GENERAL FUND				
MCCLONE		05/20 AUTO LIABILITY	01-165-000-55200	2,030.00
MCCLONE		05/20 AUTO PHYSICAL DAMAGE	01-165-000-55200	2,266.00
TOTAL				19,625.00
TOTAL INSURANCE				19,625.00
GENERAL EXPENDITURES				
08167	GANNETT WISCONSIN NEWSPAPERS	PUBLIC HEARING NOTICE	01-199-000-57450	45.38
08167		RESOLUTION PUBLICATION	01-199-000-57450	16.34
08167		ORD 1372-0220 PUBLICATION	01-199-000-57450	44.36
08167		PUBLIC HEARING NOTICE	01-199-000-57450	34.63
BOETTCHOM	BOETTCHER COMMUNICATIONS	UPDATES	01-199-000-51100	74.42
BUBBRICKS	BUBBRICK'S COMPLETE OFFICE, INC	12 CT COPY PAPER	01-199-000-55650	407.88
WIPFLI	WIPFLI LLP	FINAL BILLING 12.31.19 AUDIT	01-199-000-55150	3,850.00
TOTAL				4,473.01
TOTAL GENERAL EXPENDITURES				4,473.01
POLICE DEPARTMENT				
14875	NWTC GREEN BAY	HOUSE OF WORSHIP/BRINKMAN	01-200-000-55600	75.00
BUBBRICKS	BUBBRICK'S COMPLETE OFFICE, INC	MISC OFFICE SUPPLIES	01-200-000-51950	46.96
US BANK	US BANK EQUIPMENT FINANCE	RICOH COPIER 2 OF 48	01-200-000-55650	205.50
US BANK		B/W COPY COVERAGE	01-200-000-55650	8.63
US BANK		COLOR COPY COVERAGE	01-200-000-55650	59.87
TOTAL				395.96
TOTAL POLICE DEPARTMENT				395.96
PATROL BOAT				
02206	BAY MARINE	PATROL BOAT MAINTENANCE	01-205-000-58600	4,378.13
TOTAL PATROL BOAT				4,378.13
TOTAL PATROL BOAT				4,378.13
POLICE DEPARTMENT/PATROL				
04696	DOOR COUNTY TREASURER	03/20 FUEL BILL	01-215-000-51650	1,938.91
19880	STURGEON BAY UTILITIES	SUNSET PRK BOAT LAUNCH	01-215-000-56150	11.38
19880		110 S NEENAH AVE CAMERA	01-215-000-56150	11.08
19880		SHORECREST RD CAMERA	01-215-000-56150	8.53
23640	WISCONSIN DEPT OF JUSTICE	3 TIME ACCESS CHARGE	01-215-000-58999	150.00
23640		22 OFFICER SUPPORT CHARGE	01-215-000-58999	264.00
GARAGE	GARAGE DOOR SERVICES OF DC	GARAGE REMOTE TRANSMITTER	01-215-000-54999	350.00
HENRY	CLINT HENRY	NEGOTIAT/CNFLT RES COURSE/HNRY	01-215-000-55600	690.00
JIM FORD	JIM OLSON FORD-LINCOLN, LLC	SQUAD 40 MAINTENANCE	01-215-000-58600	51.18

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GENERAL FUND				
JIM FORD		SQUAD 80 MAINTENANCE	01-215-000-56800	26.00
JIM FORD		SQUAD 80 MAINTENANCE	01-215-000-58600	290.82
JIM FORD		SQUAD 20 MAINTENANCE	01-215-000-58600	21.00
STATEEMP	DEPT OF ADMINISTRATION	SERVICE FEE WORKOUT BENCHES	01-215-000-54999	50.00
TOTAL				3,862.90
COVID19				
19959	SUPERIOR CHEMICAL CORP	TB PLUS SPRAY DISINFECTANT	01-215-401-54999	261.75
TOTAL COVID19				261.75
TOTAL POLICE DEPARTMENT/PATROL				4,124.65
POLICE DEPT. / INVESTIGATIONS				
ACCURINT	LEXISNEXIS RISK SOLUTIONS	03/20 CONTRACT FEE	01-225-000-57950	105.00
TOTAL				105.00
TOTAL POLICE DEPT. / INVESTIGATIONS				105.00
FIRE DEPARTMENT				
02206	BAY MARINE	MARINE 1 PUMP PARTS	01-250-000-53000	76.37
04696	DOOR COUNTY TREASURER	FUEL	01-250-000-51650	1,064.18
06650	GALLS, AN ARAMARK COMPANY	UNIFORM PANTS	01-250-000-52900	140.85
15890	PACK AND SHIP PLUS	SHIP RETURN RADIO/LMR EQUIP	01-250-000-56250	28.62
19880	STURGEON BAY UTILITIES	92 E MAPLE STREET	01-250-000-56675	6.22
19880		MARTIN PARK BATHROOM	01-250-000-56675	6.22
19880		421 MICHIGAN STREET	01-250-000-56675	133.25
19880		TRUCK FILL	01-250-000-56675	41.00
19880		MEM FLD WARMING HOUSE	01-250-000-56675	49.73
19880		SALT SHED	01-250-000-56675	6.22
19880		CITY GARAGE	01-250-000-56675	49.73
19880		GARLAND PARK	01-250-000-56675	6.22
19880		SUNSET CONSN CNTR	01-250-000-56675	49.73
19880		FRANK GRASSE MEM SHELTER	01-250-000-56675	15.54
19880		OTUMBA PARK	01-250-000-56675	6.22
19880		WEST SIDE WARMING HOUSE	01-250-000-56675	6.22
19880		WEST SIDE FIRE STATION	01-250-000-56675	49.73
19880		WEST SIDE FIRE STATION	01-250-000-56150	130.69
19880		WEST SIDE FIRE STATION	01-250-000-58650	102.70
19880		38 S NEENAH AVE PAVILLION	01-250-000-56675	6.22
19880		38 S NEENAH AVE RESTROOM	01-250-000-56675	31.08
19880		JAYCEES BALLFLD STAND	01-250-000-56675	15.54
19880		MICHIGAN ST FLAG LIGHT	01-250-000-56675	25.62
19880		WEST SIDE BALLFLD LTS	01-250-000-56675	31.08
19880		GIRLS LITTLE LEAGUE	01-250-000-56675	49.73
19880		WARNING SIREN	01-250-000-56150	8.24
19880		FIRE TRAINING SITE	01-250-000-56150	6.22
19880		FIRD TRAINING SITE	01-250-000-56150	8.24
19880		QUINCY ST BALLFLD	01-250-000-56675	49.73
19880		212 W LOCUST ST	01-250-000-56675	6.22

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
19880		MADISON AVE SPRINKLING	01-250-000-56675	15.54
19880		PENNSYLVANIA ST DOCK	01-250-000-56675	15.54
19880		GREEN BAY RD SIREN	01-250-000-56150	15.74
19880		1ST AVE EAST SIDE DOCK	01-250-000-56675	6.22
19880		COVE RD/CANAL RD SIREN	01-250-000-56150	14.22
19880		1ST AVE MARINA/RESTROOM	01-250-000-56675	49.73
19880		KENTUCKY ST CITY RAMP	01-250-000-56675	6.22
19880		48 KENTUCKY ST DOCK	01-250-000-56675	15.54
19880		KENTUCKY ST CITY MARINA	01-250-000-56675	49.73
19880		SIGN SHED	01-250-000-56675	6.22
19880		CHERRY BLOSSOM PRK	01-250-000-56675	15.54
19880		56 VACANT LOTS QTRLY BILL	01-250-000-56675	1,044.96
19880		CLAY BANKS RD SIREN	01-250-000-56150	15.55
PREVEA	PREVEA HEALTH WORKMED	PT EXAMS	01-250-000-57100	786.50
R0000350	KEYSTONE PSYCHOLOGY LLC	PRE EMPLOY EXAMS	01-250-000-57100	975.00
WARNER	WARNER-WEXEL WHOLESALE &	CLEANING SUPPLIES	01-250-000-54999	96.29
WARNER		CLEANING SUPPLIES	01-250-000-54999	24.63
TOTAL				5,360.53
COVID19				
02975	CAMERA CORNER	WEB CAMERA FIRE/POLICE	01-250-401-51350	966.22
TOTAL COVID19				966.22
TOTAL FIRE DEPARTMENT				6,326.75
STORM SEWERS				
14490	NEENAH FOUNDRY	MAN HOLE COVER	01-300-000-54999	104.00
14490		SHIPPING	01-300-000-54999	271.77
TOTAL				375.77
TOTAL STORM SEWERS				375.77
COMPOST/SOLID WASTE SITE				
19880	STURGEON BAY UTILITIES	COMPOST SITE	01-320-000-56150	8.24
TOTAL				8.24
TOTAL COMPOST/SOLID WASTE SITE				8.24
STREET SWEEPING				
04575	DOOR COUNTY HARDWARE	HOSE/NOZZLE	01-330-000-51400	51.98
04575		GARDEN HOSE	01-330-000-51400	23.99
TOTAL				75.97
TOTAL STREET SWEEPING				75.97

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
ROADWAYS/STREETS				
12430	LINCOLN CONTRACTORS SUPPLY INC	MASON SAW BELTS	01-400-000-54999	158.46
12430		SHIPPING	01-400-000-54999	20.00
TOTAL				178.46
TOTAL ROADWAYS/STREETS				178.46
SNOW REMOVAL				
SNOW REMOVAL				
04696	DOOR COUNTY TREASURER	SALT/BRINE	01-410-000-52400	446.55
04696		SALT/SAND MIX	01-410-000-52400	157.80
04696		ADMIN FEE	01-410-000-52400	24.17
CALIBOAT	CALIBRE BOAT REPAIR, LLC	FIBERGLASS DOOR REPAIR	01-410-000-51400	440.00
CALIBOAT		MATERIALS	01-410-000-51400	172.00
TOTAL SNOW REMOVAL				1,240.52
TOTAL SNOW REMOVAL				1,240.52
STREET SIGNS AND MARKINGS				
04575	DOOR COUNTY HARDWARE	TUBE BRAID	01-420-000-52100	8.37
TOTAL				8.37
TOTAL STREET SIGNS AND MARKINGS				8.37
STREET MACHINERY				
04575	DOOR COUNTY HARDWARE	CASTER PLATE	01-450-000-52150	7.59
04575		BROOM/HOE	01-450-000-51400	55.98
04575		FASTENERS	01-450-000-52150	1.38
04575		LED LIGHT UP TWEEZERS	01-450-000-52700	5.99
04575		PACKOUT ORGANIZER	01-450-000-52700	41.99
04575		KWIKWELD SYRINGE	01-450-000-52700	15.98
06012	FASTENAL COMPANY	CAUTION TAPE	01-450-000-53000	9.76
06012		HARDWARE	01-450-000-53000	17.20
06012		HARDWARE	01-450-000-53000	113.10
06012		NYLOCK NUTS	01-450-000-53000	7.16
06012		GRINDING DISCS	01-450-000-53000	34.74
38290	HI TEC FABRICATION	2 BATTERY & 1 STORAGE BOX	01-450-000-53000	713.13
ADVAUTO	GENERAL PARTS DISTRIBUTION LLC	HEAD LIGHT SWITCH	01-450-000-53000	18.67
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	MOTOR/SYNTHETIC OIL	01-450-000-53000	69.96
O'REILLY		AIR PLUG	01-450-000-53000	11.98
TOTAL				1,124.61
TOTAL STREET MACHINERY				1,124.61
CITY GARAGE				
06012	FASTENAL COMPANY	SAW BLADES	01-460-000-52700	14.58

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
18950	SAFETY-KLEEN CORP	20 GAL PARTS WASHER	01-460-000-58999	256.18
19880	STURGEON BAY UTILITIES	SALT SHED	01-460-000-56150	83.02
19880		CITY GARAGE	01-460-000-56150	766.41
19880		CITY GARAGE	01-460-000-58650	108.86
AMERWELD	AMERICAN WELDING & GAS, INC	MONTHLY TANK RENTAL	01-460-000-58999	162.17
WARNER	WARNER-WEXEL WHOLESALE &	HAND SANITIZER DISPENSERS	01-460-000-52350	9.90
WISCO	WISCOLIFT, INC	ANLN OVERHEAD CRANE INSPECTION	01-460-000-56250	496.50
TOTAL				1,897.62
TOTAL CITY GARAGE				1,897.62
HIGHWAYS - GENERAL				
19880	STURGEON BAY UTILITIES	808 S DULUTH AVE SIGN	01-499-000-58000	8.90
19880		EGG HRBR RD TRAFFC LITE	01-499-000-58000	21.06
19880		1025 M 14TH/EGG HRBR TRFFC LT	01-499-000-58000	24.76
19880		2 TRFC WARNING LIGHTS	01-499-000-58000	5.50
19880		MADISON AVE TRFFC LTS	01-499-000-58000	120.27
19880		342 ORNAMENTAL ST LIGHT	01-499-000-58000	4,549.88
19880		587 OVERHEAD ST LIGHTS	01-499-000-58000	6,782.12
19880		S LANSING & WALNUT SIGN	01-499-000-58000	7.19
19880		1ST AVE EAST SIDE DOCK	01-499-000-58000	30.35
19880		OLD HWY RD SIGN	01-499-000-58000	8.24
TOTAL				11,558.27
TOTAL HIGHWAYS - GENERAL				11,558.27
PARK & RECREATION ADMIN				
INFOSEND	INFOSEND, INC	PRINTING/INSERT NEWSLETTER	01-500-000-57450	718.88
TOTAL				718.88
TOTAL PARK & RECREATION ADMIN				718.88
PARKS AND PLAYGROUNDS				
04545	DOOR COUNTY COOPERATIVE/NAPA	ADAPTER	01-510-000-53000	2.64
04545		DISC BRAKE PADS	01-510-000-53000	36.99
04575	DOOR COUNTY HARDWARE	FASTENERS	01-510-000-56250	24.07
04575		ADAPTERS/PVC CEMENT	01-510-000-52700	11.55
04575		KEYS/KEY ID TAGS	01-510-000-52700	14.75
04575		TUBE EXTEND	01-510-000-52700	25.98
04575		SAWZALL BLADE	01-510-000-52700	21.99
04575		FASTENERS	01-510-000-56250	37.27
04575		SCREWS	01-510-000-52700	9.99
04575		FASTENERS	01-510-000-51900	7.16
04575		PAINT/PICNIC TABLES	01-510-000-52100	32.99
04575		WASP SPRAY/GREATSTUFF	01-510-000-52350	14.98
04575		EXTND CORD/HANGER W/BOLT	01-510-000-52300	8.97
04575		PAINT/AIR BLOW GUN	01-510-000-52100	42.98

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INVOICES DUE ON/BEFORE 04/21/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
04575		PY 24" INDOOR/OUTDOOR BR	01-510-000-52700	19.99
04575		RIVET TOOL KIT/LIME RUST REMVE	01-510-000-51850	20.98
04575		HOOK/DOWNSPOUT/BRACKET	01-510-000-51850	27.14
19880	STURGEON BAY UTILITIES	MARTIN PAK PAVILLION	01-510-000-56150	11.00
19880		MARTIN PARK BATHROOM	01-510-000-58650	8.00
19880		MEM FLD WARMING HOUSE	01-510-000-56150	63.51
19880		MEM FLD WARMING HOUSE	01-510-000-58650	52.16
19880		GARLAND PARK	01-510-000-56150	8.24
19880		GARLAND PARK	01-510-000-58650	8.00
19880		SUNSET CONSN CNTR	01-510-000-56150	183.25
19880		SUNSET CONSN CNTR	01-510-000-58650	51.40
19880		FRANK GRASSE MEM SHELTER	01-510-000-56150	34.64
19880		FRANK GRASSE MEM SHELTER	01-510-000-58650	11.40
19880		OTUMBA PARK	01-510-000-56150	9.19
19880		OTUMBA PARK	01-510-000-58650	8.00
19880		WEST SIDE WARMING HOUSE	01-510-000-56150	15.45
19880		WEST SIDE WARMING HOUSE	01-510-000-58650	8.00
19880		JAYCEES BALLFLD STAND	01-510-000-56150	8.24
19880		JAYCEES BALLFLD STAND	01-510-000-58650	11.40
19880		MEM FLD PKG LOT	01-510-000-56150	8.24
19880		WEST SIDE BALLFLD LTS	01-510-000-58650	18.00
19880		MEM FLD COMPLEX	01-510-000-56150	249.16
19880		GIRLS LITTLE LEAGUE	01-510-000-56150	27.00
19880		OTUMBA PRK WALKWAY	01-510-000-56150	12.62
19880		QUINCY ST BALLFLD	01-510-000-58650	27.00
19880		N 3RD AVE FLORIDA ST/ SUNSET	01-510-000-56150	13.85
19880		SIGN SHED	01-510-000-56150	13.08
19880		SIGN SHED	01-510-000-58650	8.00
19880		CHERRY BLOSSOM PRK	01-510-000-56150	8.24
19880		CHERRY BLOSSOM PRK	01-510-000-58650	11.40
20725	T R COCHART TIRE CENTER	FLAT TIRE/TORO	01-510-000-51900	10.00
TOTAL				1,258.89
TOTAL PARKS AND PLAYGROUNDS				1,258.89
MUNICIPAL DOCKS				
19880	STURGEON BAY UTILITIES	36 S NEENAH AVE PKG LOT LITS	01-550-000-56150	82.90
19880		38 S NEENAH AVE PAVILLION	01-550-000-56150	8.24
19880		38 S NEENAH AVE PAVILLION	01-550-000-58650	8.00
19880		38 S NEENAH AVE RESTROOM	01-550-000-56150	170.52
19880		38 S NEENAH AVE RESTROOM	01-550-000-58650	18.00
TOTAL				287.66
TOTAL MUNICIPAL DOCKS				287.66
WATER WEED MANAGEMENT				
08167	GANNETT WISCONSIN NEWSPAPERS	CHEMICAL WEED SPRING NOTICE	01-560-000-54999	27.27
TRACTOR	TRACTOR SUPPLY CREDIT PLAN	WINCH/WATER WEEDS	01-560-000-51400	419.99
TOTAL				447.26

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
TOTAL WATER WEED MANAGEMENT				447.26
WATERFRONT PARKS & WALKWAYS				
08225	HERLACHE SMALL ENGINE	HEDGE TRIMMER	01-570-000-54999	299.99
19880	STURGEON BAY UTILITIES	DC MUSEUM WALKWAY	01-570-000-56150	10.33
19880		DC MUSEUM PKG LOT	01-570-000-56150	121.17
19880		JUNIPER STREET WALKWAY LIGHTS	01-570-000-56150	62.32
19880		JUNIPER ST PKING LOT LTS	01-570-000-56150	49.16
19880		PENNSYLVANIA ST DOCK	01-570-000-58650	11.40
19880		KENTUCKY ST WTRFRONT	01-570-000-56150	82.60
19880		1ST AVE MARINA/RESTROOM	01-570-000-56150	273.22
19880		1ST AVE MARINA/RESTROOM	01-570-000-58650	53.67
19880		KENTUCKY ST CITY RAMP	01-570-000-56150	204.97
19880		48 KENTUCKY ST DOCK	01-570-000-58650	11.40
19880		KENTUCKY ST CITY MARINA	01-570-000-58650	27.00
TOTAL				1,207.23
TOTAL WATERFRONT PARKS & WALKWAYS				1,207.23
EMPLOYEE BENEFITS				
23674	WISCONSIN DEPT OF WORFORCE	03/20 UNEMPLOYMENT	01-600-000-50370	348.00
TOTAL				348.00
TOTAL EMPLOYEE BENEFITS				348.00
COMMUNITY & ECONOMIC DEVLPMT				
04549	DOOR COUNTY ECONOMIC DEVELOPME	2ND QTR ADMIN OF PROGRAMS	01-900-000-55850	6,625.00
04549		DCEDC COMMITMENT	01-900-000-55750	5,713.25
19730	STURGEON BAY VISITOR CENTER	2020 2ND QTR SUPPORT	01-900-000-57800	10,274.63
TOTAL				22,612.88
TOTAL COMMUNITY & ECONOMIC DEVLPMT				22,612.88
TOTAL GENERAL FUND				114,041.52
CAPITAL FUND				
PATROL BOAT				
PATROL BOAT				
02206	BAY MARINE	PATROL BOAT PARTS	10-205-000-59000	7,131.51
02206		PATROL BOAT INSTALL LABOR	10-205-000-59000	5,175.00
TOTAL PATROL BOAT				12,306.51
TOTAL PATROL BOAT				12,306.51

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INVOICES DUE ON/BEFORE 04/21/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CAPITAL FUND				
COMMUNITY & ECONOMIC DEVELOPMENT				
VANDEW	VANDEWALLE & ASSOCIATES, INC	SERVICES THRU 3.18.20	10-900-000-59999	9,150.45
TOTAL				9,150.45
TOTAL COMMUNITY & ECONOMIC DEVELOPMENT				9,150.45
TOTAL CAPITAL FUND				21,456.96
CABLE TV				
CABLE TV / GENERAL				
03159	SPECTRUM	03/20 CB MUSIC SVC	21-000-000-58999	36.95
TOTAL CABLE TV / GENERAL				36.95
TOTAL CABLE TV / GENERAL				36.95
TOTAL CABLE TV				36.95
TID #4 DISTRICT				
TID #4 DISTRICT				
03950	DAVIS KUELTHAU	02/20 GRANARY MATTERS	28-340-000-55001	9,058.05
CEDARCO	CEDAR CORPORATION	PRELIM DESIGN PHASE	28-340-000-58999	11,880.72
TOTAL TID #4 DISTRICT				20,938.77
T4 \$3.12 NOTES				
R0000620	ROBERT W BAIRD & CO	GO RND BND 3/31/20 ADVISE FEE	28-340-987-70002	16,150.00
R0000620		GO RND BND 03/31/20 STMT FEE	28-340-987-70002	2,500.00
TOTAL T4 \$3.12 NOTES				18,650.00
T4 BONDS				
R0000620	ROBERT W BAIRD & CO	GO RND BND 03/31/20 ADVISE FEE	28-340-988-70002	16,150.00
R0000620		GO RND BOND 03/31/20 STMT FEE	28-340-988-70002	2,500.00
TOTAL T4 BONDS				18,650.00
TOTAL TID #4 DISTRICT				58,238.77
TOTAL TID #4 DISTRICT				58,238.77
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
04545	DOOR COUNTY COOPERATIVE/NAPA	CASE GREASE	60-000-000-52050	38.79
20725	T R COCHART TIRE CENTER	GARBAGE TRUCK TIRES	60-000-000-52850	1,320.00
ADVANCED	ADVANCED DISPOSAL	222.76 TON GARBAGE	60-000-000-58300	14,247.72
ADVANCED		86.53 TN RECYCLING	60-000-000-58350	1,277.18
FLEETPRI	FLEETPRIDE	BRAKE SHOE	60-000-000-53000	167.34
TOTAL SOLID WASTE ENTERPRISE FUND				17,051.03

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INVOICES DUE ON/BEFORE 04/21/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
TOTAL SOLID WASTE ENTERPRISE FUND				17,051.03
TOTAL SOLID WASTE ENTERPRISE				17,051.03
TOTAL ALL FUNDS				210,825.23

MANUAL CHECKS

SECURIAN FINANCIAL GROUP, INC. 04/16/20 Check # 86822 05/20 Short/Long Term Disability 01-000-000-21545	\$2,112.21
EBC CORP 04/15/20 Check # 86823 Cobra-FSA-HRA-PEB 01-600-000-50510	\$242.50
SUN LIFE FINANCIAL 04/15/20 Check # 86824 04/20 Short and Long Term Disability 01-000-000-21545	\$1,964.80
SUPERIOR VISION INSURANCE 04/15/2020 Check # 86825 04/20 Vision Insurance 01-000-000-21540	\$712.13
DELTA DENTAL 04/15/20 Check # 86826 04/20 Dental Insurance Various Departmental Accounts	\$6,194.21
EFT GROUP INSURANCE 04/15/20 Check # 86826 04/20 Health Insurance Various Departmental Accounts	\$146,743.34
TOTAL MANUAL CHECKS	\$ 157, 969.19

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INVOICES DUE ON/BEFORE 04/21/2020

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE

SUMMARY OF FUNDS:				
GENERAL FUND		114,041.52		272,010.71
CAPITAL FUND		21,456.96		
CABLE TV		36.95		
TID #4 DISTRICT		58,238.77		
SOLID WASTE ENTERPRISE		17,051.03		

TOTAL --- ALL FUNDS		210,825.23		368,794.42

COMMON COUNCIL
March 17, 2020

A regular meeting of the Common Council was called to order at 7:00 pm by Mayor Ward. The Pledge of Allegiance was recited. Roll call: Bacon, Hayes, Williams, Avenson (via phone call), Nault, Wiederanders and Reeths were present.

Nault/Williams to adopt agenda by removing item 9b5 from the consent agenda and placing before item 10. Carried.

Scott Moore, 947 Pennsylvania Street spoke during public comment.

Brian Stephens, Chief Executive Officer and James Heise, Chief Medical Officer from Door County Medical Center presented information regarding COVID-19. They explained the steps Door County Medical Center is taking to deal with COVID-19 pandemic which include following CDC guidelines, limiting visitors and cancelling all non-essential travel. Though social distancing, hand washing, not touching face, covering cough and staying home when ill/with fever was stressed.

City Administrator VanLieshout outlined the City's prevention, work availability, and ongoing planning and the impact on City of Sturgeon Bay.

Break taken from 8:15 pm to 8:20 pm.

Bacon introduced. Bacon/Williams to approve following bills: General Fund - \$325,172.13, Capital Fund - \$26,259.50, Cable TV - \$47.00, TID #2 - \$163,691.25, TID #3 - \$23,906.25, TID #4 - \$3,369,253.88 and Solid Waste Enterprise Fund - \$5,709.37 for a grand total of \$3,914,039.38. Roll call: All voted aye. Carried.

Williams/Reeths to approve consent agenda.

- a. Approval of 3/3/20 regular Common Council minutes.
- b. Approval of the following minutes:
 - (1) Aesthetic Design & Site Plan Review Board - 2/24/20
 - (2) Zoning Board of Appeals - 2/25/20
 - (3) Finance/Purchasing & Building Committee - 2/25/20
 - (4) Joint Parks & Recreation Committee/Board - 2/26/20
 - (5) ~~Harbor Commission - 3/4/20~~ Moved to regular agenda.
 - (6) Community Protection & Services Committee - 3/5/20
- c. Place the following reports on file:
 - (1) Inspection Department Report - February 2020
 - (2) Bank Reconciliation - December 2019
 - (3) Financial Report - December 2019
 - (4) Bank Reconciliation - January 2020
 - (5) Financial Report - January 2020
- d. Consideration of: Approval of Beverage Operator Licenses.
- e. Consideration of: Approval of Temporary Class B Beer and Temporary Class B Wine license.
- f. Harbor Commission recommendation re: Remove Sunset Park Docking Facility (Item #4) from the current Harbor Improvement Plan.

- g. Finance/Purchasing & Building Committee recommendation re: Accept the bid from Bayland Building, Inc. for the re-siding of the Municipal Services garage at a cost not to exceed \$54,497.
- h. Finance/Purchasing & Building Committee recommendation re: Purchase a 2020 Dodge Ram 4x4 from Ewald Chrysler Dodge, Oconomowoc at a cost not to exceed \$26,088.

It was noted that item 9f, Harbor Commission recommendation, Sawyer Dock was listed on the Sturgeon Bay Harbor Improvement Plan proposed for year 2020. The correct dock should be West Side Waterfront Dock. Carried.

Harbor Commission Minutes from 3/4/20 were addressed. Nault explained purpose of Harbor Commission. Williams/Bacon to approve. Carried.

There were no mayoral appointments.

RECOMMENDATION

We, the City Plan Commission, hereby recommend approval of the Planned Unit Development (as shown in Attachment A) for Jeff Jahnke (Cherryland Properties) to develop a mixed-use building, located at 145 S. Neenah Avenue, parcel #281-46-65011901, subject to the following conditions:

1. The underlying zoning district shall be C-5 (Mixed Commercial – Residential).
2. Final approval of the storm water management plan by the City Engineer.
3. Final approval of the Aesthetic Design and Site Plan Review Board.

CITY PLAN COMMISSION

By: David Ward, Chair

Community Development Director Olejniczak explained the approved changes to the PUD. Hayes/Reeths to approve. Carried.

Ward to read in title only. Avenson/Bacon approve first reading of ordinance re: Rezoning property from Single-Family Residential (R-2) to Planned Unit Development (PUD) subject to site plan and requirements – Parcel #281-46-65011901. Carried

RECOMMENDATION

We, the Community Protection and Services Committee, hereby recommend to approve the Design Guidelines and Criteria for the Sturgeon Bay Aesthetic Design and Site Plan Review Code.

COMMUNITY PROTECTION & SERVICES COMMITTEE

By: Dan Williams, Chair

Olejniczak explained changes. Williams/Wiederanders to approve. Carried.

RECOMMENDATION

We, the Personnel Committee, hereby recommend to approve the Addendum with Associated Appraisals for Assessing Services.

PERSONNEL COMMITTEE

By: Dan Williams, Chair

Williams introduced. William/Reeths to approve. Carried.

RECOMMENDATION

We, the Personnel Committee, hereby recommend to approve the re-establishment of the Community Development Secretary to full time.

PERSONNEL COMMITTEE

By: Dan Williams, Chair

Williams introduced. Williams/Hayes to approve. Carried with Nault abstaining.

Hayes/Nault to Remove from table: Consideration of: Waiver of Conflict/Stafford Rosenbaum-Attorney Kent. Carried with Avenson voting no.

City Administrator VanLieshout explained Attorney Kent represented the City during the OHWM litigation. WRA currently owes property around the Door County Maritime Museum. Attorney Kent is now representing Door County Maritime Museum and is concern there may be in conflict. Mayor Ward believes the City should not approve waiver as we have an interest and should not waive our legal standing. Reeths/Hayes to deny request of Waiver of Conflict/Stafford Rosenbaum-Attorney Kent. Carried.

Avenson introduced history of Waterfront Redevelopment Authority and stated WRA should be the entity addressing waiver. VanLieshout explained previous Council approved resolution in 2018 to dissolve the WRA while still party to contracts in effect and owning property. The best way to dissolve the Waterfront Redevelopment Authority is to create a Community Development Authority.

The following items were requested for future agendas: (Bacon) Council – Updates on Emergency Status; (Hayes) Legal opinion to see if WRA needs to approve Promenade Design; (Avenson) Council – Consideration of: Review how City fills/renews terms on committees and commissions; Council – Consideration of: List of WRA contracts and agreements; (Nault) Council – Consideration of: Draft letter to our State & National representatives to support funding the Brandon Road Project; (Reeths) City to seek grants for high water/erosion and establish list of resources for property owners; City to compile list of resources general public can refer to if they need assistance for Coronavirus.

Personnel Committee Chair Williams, Parking & Traffic Committee Chair Avenson, Community Protection & Services Committee Chair Williams and Utility Commission member presented reports for their respective committees/commissions.

City Administrator VanLieshout gave his report.

Mayor Ward gave his report.

Nault/Reeths to adjourn. Carried. The meeting adjourn at 9.34 pm.

Respectfully submitted,

A handwritten signature in blue ink that reads "Laurie A. Spittlemeister". The signature is written in a cursive style with a large, looped initial "L".

Laurie A. Spittlemeister
Deputy Clerk/Treasurer

COMMON COUNCIL
March 19, 2020

A special meeting of the Common Council was called to order at 6:03 pm by Mayor Ward. The Pledge of Allegiance was recited. Roll call: Bacon, Hayes, Williams, Avenson, Nault, Wiederanders and Reeths were present.

Nault/Bacon to adopt agenda. Carried.

Bacon/Reeths to adopt a resolution regarding City of Sturgeon Bay declaration of emergency response to COVID-19 pandemic was presented. Discussion took place regarding the necessity of the resolution and details regarding the different levels of responsibility.

Bacon/Reeths to amend the resolution to change the fifth "whereas" from police protection to public safety protection. Amendment carried.

Vote taken on the original resolution as amended. Carried.

Nault/Reeths to adjourn. Carried. The meeting adjourned at 7:04 p.m.

Respectfully submitted,

A handwritten signature in black ink, reading "Stephanie L. Reinhardt". The signature is written in a cursive, flowing style.

Stephanie L. Reinhardt
City Clerk/HR Director

COMMON COUNCIL
April 9, 2020

A meeting of the Common Council was called to order at 7:00 pm by Mayor Ward. The Pledge of Allegiance was recited. Roll call: Bacon, Hayes, Williams, Avenson, Nault, Wiederanders and Reeths were present. Ald. Williams and Mayor Ward appeared in person. Aids. Bacon, Hayes, Avenson, Nault, Wiederanders, and Reeths appeared virtually via Zoom.

Williams/Bacon to adopt agenda. Roll call: All voted aye. Carried.

Hans Christian, 330 N. 3rd Avenue spoke during public comment.

Williams/Reeths to approve following bills: General Fund - \$621,676.70, Capital Fund - \$12,200.99, Cable TV - \$5,522.32, TID #4 - \$57,852.92, and Solid Waste Enterprise Fund - \$13,572.03 for a grand total of \$710,824.96. Roll call: All voted aye. Carried.

Williams/Bacon to approve consent agenda:

- a. Approval of the following minutes:
 - 1. Bicycle & Pedestrian Advisory Board - 3/2/20
 - 2. Finance/Purchasing & Building Committee - 3/10/20
 - 3. City Plan Commission - 3/18/20
 - 4. Aesthetic Design & Site Plan Review Board - 3/23/20

Roll call: All voted aye. Carried.

Williams/Avenson to read in title only and adopt the second reading of ordinance re: Rezoning property from Single-Family Residential (R-2) to Planned Unit Development (PUD) subject to site plan and requirements - Parcel #281-46-65011901. Roll call: All voted aye. Carried.

Williams/Hayes to adopt the ward of proposal for Otumba Shelter Cultured Stone Siding with Mallien Masonry at a price not to exceed \$19,900 and transfer \$7,990 from 01-400-000-59060 (Tandem Axle Plow Truck) to cover the purchase. A short discussion took place on whether or not to proceed with this project. Roll call: All voted aye. Carried.

RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to accept the bid from Baudhuin Engineering for engineering services, design, obtaining permits and construction administration of the Otumba Beach project at a cost not to exceed \$9,950.

FINANCE/PURCHASING & BUILDING COMMITTEE

By: Helen Bacon, Chr.

Williams/Wiederanders to adopt. Discussion took place regarding the different areas that would be included in the engineering and whether or not to move forward with this project. Roll call: All voted aye. Carried.

City Administrator VanLieshout presented the Family First Compliance Policy that was approved by resolution by the Mayor and Council President due to the Emergency Declaration adopted on March 19, 2020. The policy details an emergency sick leave benefit for qualifying employees and a temporary expansion of the Family and Medical Leave for qualifying employees and event. Williams/Nault to ratify the Family First Compliance Policy. Roll call: All voted aye. Carried.

Community Development Director Olejniczak presented a development agreement between the City of Sturgeon Bay and SBLifelsGood, LLC. For the property of 58 North 3rd Avenue, former

Younkers building. It was noted that the agreement included City assistance with removal of the connection between the main building and the annex building by tunnel and skywalk. The second City assistance item involves restroom facilities of which \$100,000 was slated in the 2020 budget for public restrooms. Per the agreement, the City would contribute \$125,000 toward renovation costs. The remaining \$25,000 would come from the budgeted 2020 funds in the alley/road maintenance line. Discussion took place regarding the agreement, the use of the renovated building, emergency exit/right of way, and bathroom maintenance. Roll call: All voted aye. Carried.


Bacon/Avenson to adopt a resolution authorizing the submittal of CDI grant application for renovation of 58 N. Third Avenue project. Discussion took place regarding the timing of the grant submittal, that if the grant doesn't happen the scope of the project would be smaller, and a possible SB-DC revolving loan fund option. Roll call: All voted aye. Carried.

City Administrator VanLieshout gave his report.

Mayor Ward gave his report.

Williams/Bacon to adjourn. Roll call: All voted aye. Carried.

Respectfully submitted,

A handwritten signature in black ink, reading "Stephanie L. Reinhardt". The signature is written in a cursive, flowing style.

Stephanie L. Reinhardt
City Clerk/HR Director

PERSONNEL COMMITTEE
March 12, 2020

A meeting of the Personnel Committee was called to order by Chair Williams at 1:31 p.m. in the Council Chambers. Roll call: Members Williams and Bacon were present. Avenson was excused.

Bacon/Williams to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Consideration of: Increasing Seasonal Employee Wages.
4. Consideration of: Associated Appraisals Addendum for Assessing Technician Services.
5. Consideration of: Re-establishment of Community Development Secretary to full-time.
6. Adjourn.

Carried.

Municipal Services Director Barker presented increasing starting wages for seasonal employees in an attempt to fill open seasonal positions and to keep in line with other seasonal positions in Door County. It was noted that only about half of the necessary positions were filled at this time. Barker noted that there would not be a fiscal impact if this recommendation were to proceed since one or two fewer seasonal employees would be hired to stay within budget. Williams/Bacon to recommend increasing the starting wage for seasonal employees for ages 16 & 17 to \$11.50 per hour and for ages 18 and over to \$12.50 per hour. Carried.

Community Development Director Olejniczak presented to the Committee a proposal of replacing the Assessing Technician position to a contracted position/addendum with Associated Appraisals. It was noted that current assessing services are provided by Associated Appraisals. Due to the recent resignation of the Assessing Technician and in reviewing the position with Associated Appraisals it was determined that it was uncommon for municipalities to have their own in-house assessing staff. Associated Appraisals provided an Addendum to the current contract for \$22,000 for the remainder of 2020 and \$26,000 for 2021, 2022, and 2023. Bacon/Williams to approve the Addendum with Associated Appraisals for Assessing Services. Carried.

Due to the recent resignation of the Assessing Technician and the assessing services provided by Associated Appraisals, it is the recommendation of staff to reinstate the Community Development Secretary to full time. By doing this, office coverage and other tasks such as meeting agendas and minutes would be covered. There would be a fiscal impact savings. Bacon/Williams to re-establish the Community Development Secretary to full-time. Carried.

Williams/Bacon to adjourn. Carried. The meeting adjourned at 1:46 pm.

Respectfully submitted,



Stephanie L. Reinhardt
City Clerk/HR Director

BOARD OF CANVASSERS
April 13, 2020

A meeting of the Board of Canvassers was called to order at 2:03 p.m. by Chairperson Reinhardt in the Community Room, City Hall. Roll call: Members Clarizio and Reinhardt were present. Allen was excused.

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

1. Roll call.
2. Adoption of agenda.
3. Finalize Processing of Late Absentee Ballots from April 7, 2020 Election.
4. Canvass the results of the April 7, 2020 Spring Election for Municipal Offices.
5. Adjourn.

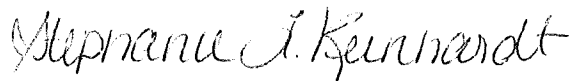
Carried.

The Board processed the late absentee ballot from the April 7, 2020 Election.

The Board canvassed the primary results for local District 2, District 4 and District 6 Aldermanic races.

A motion was made by Reinhardt/Clarizio to adjourn. Carried. The meeting adjourned at 5:21 p.m.

Respectfully submitted,



Stephanie L. Reinhardt
City Clerk/Human Resources Director

BEVERAGE OPERATOR LICENSE:

1. Gossen, Stephanie F.
2. Johnson, Mark J.

R E C O M M E N D A T I O N**TO THE HONORABLE MAYOR AND COMMON COUNCIL:**

We, the Personnel Committee, hereby recommend to approve increasing the starting wage for seasonal employees for ages 16 & 17 to \$11.50 per hour and for ages 18 and over to \$12.50 per hour.

Respectfully submitted,

PERSONNEL COMMITTEE

By: Dan Williams, Chr.

RESOLVED, that the foregoing recommendation be adopted.

Dated: March 12, 2020

* * * * *

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

Passed by the Council on the _____ day of _____, 2020.

Executive Summary

Date: 27 February 2020

Title: Increasing Seasonal Employee Wage

Background: The Municipal Services department is experiencing difficulty in hiring seasonal employees for 2020. Our current pay scale has seasonal employees under the age of 18 starting at \$10.50 and employees over the age of 18 starting at \$11.50. The City is no longer competitive with our wages in our area. To date we have only nine applicants, we typically hire around 18 seasonal employees.

Proposal: I propose increasing the starting wages to \$11.50 and employees over the age of 18 starting at \$12.50.

Fiscal Impacts: There would be no fiscal impact. The budget is already passed for this year so we would keep within our already approved budget. We may need to hire one or two fewer seasonal employees.

Recommendation: Staff fully supports and recommends increasing the seasonal employee wage.

Prepared By:



Mike Barker
Municipal Services Director

Date: 27 Feb 2020

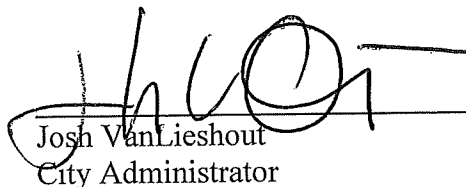
Reviewed By:



Stephanie Reinhardt
Human Resources Director

Date: 2/27/2020

Reviewed By:



Josh VanLieshout
City Administrator

Date: 3/10/20

CITY OF STURGEON BAY
Aldersperson Appointments - April 2020

	CURRENT	PROPOSED
Finance/Purchasing & Building	Helen Bacon, Chr.	Helen Bacon, Chr.
	Seth Wiederanders, Vice-Chr.	Seth Wiederanders, Vice-Chr.
	Dan Williams	Dan Williams
Personnel	Dan Williams, Chr.	Dan Williams, Chr.
	Helen Bacon, Vice-Chr.	Helen Bacon, Vice-Chr.
	Kelly Avenson	Spencer Gustafson
Parking & Traffic	Kelly Avenson, Chr.	Kirsten Reeths, Chr.
	Kirsten Reeths, Vice-Chr.	Gary Nault, Vice-Chr.
	Gary Nault	Spencer Gustafson
C, P & S	Dan Williams, Chr.	Dan Williams, Chr.
	Kirsten Reeths, Vice-Chr.	Kirsten Reeths, Vice-Chr.
	Seth Wiederanders	Seth Wiederanders
Parks & Recreation Committee	David Hayes, Chr.	David Hayes, Chr.
	Gary Nault, Vice-Chr.	Gary Nault, Vice-Chr.
	Hellen Bacon	Hellen Bacon
Plan Comm	David Ward, Chr.	David Ward, Chr.
	David Hayes	David Hayes
	Kirsten Reeths	Kirsten Reeths
Local Arts Board	Kelly Avenson	Helen Bacon
Board of Public Works	David Ward	David Ward
Chairman to be elected	Helen Bacon	Helen Bacon
	David Hayes	David Hayes
	Dan Williams	Dan Williams
	Kelly Avenson	Spencer Gustafson
	Gary Nault	Gary Nault
	Kirsten Reeths	Kirsten Reeths
	Seth Wiederanders	Seth Wiederanders
Library Board	Helen Bacon, Council Rep	Helen Bacon, Council Rep
	Kelly Avenson, Council Rep	David Hayes, Council Rep
Industrial Park Dev. Review Team	Kirsten Reeths, Council Rep	David Hayes, Council Rep
Sturgeon Bay Visitor Center	Gary Nault, Council Rep	Spencer Gustafson, Council Rep
Utility Commission	David Ward, Mayor	David Ward, Mayor
7 year term	Dan Williams, Council Rep	Dan Williams, Council Rep
	Gary Nault, Council Rep	Gary Nault, Council Rep
	Kelly Avenson (Council Rep)	Seth Wiederanders, Council Rep

RESOLUTION DESIGNATING PUBLIC DEPOSITORIES

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

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

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

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

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

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

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

* * * *

Read by _____.

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

Passed by the Council on the ____ day of _____, 2020.

RESOLUTION

BE IT RESOLVED, by the Common Council of the City of Sturgeon Bay, that the Door County Advocate is hereby designated as the official newspaper of the City of Sturgeon Bay for the year beginning May 1, 2020 and ending April 30, 2021.

* * * * *

Introduced by _____.

Motion made by Alderperson _____, seconded by

Alderperson _____ to adopt.

Passed by the Common Council on this _____ day of _____, 2020.

RESOLUTION**RESOLUTION ADJUSTING POLL WORKER PAY FOR APRIL 7, 2020 ELECTION**

WHEREAS, On January 31, 2020 the United States Department of Health and Human Services declared a Public Health Emergency, on March 11, 2020, the World Health Organization declared COVID-19 a pandemic, and on March 12, 2020 the Governor of the State of Wisconsin declared a Health Emergency in the State pursuant to Wisconsin statute section 323.02(16); and

WHEREAS, on March 19, 2020 the City of Sturgeon Bay Common Council approved a resolution declaring an emergency as a demonstration to the public of the seriousness of the COVID-19 outbreak; and

WHEREAS, the period of emergency shall continue for sixty (60) days from March 19, 2020; and

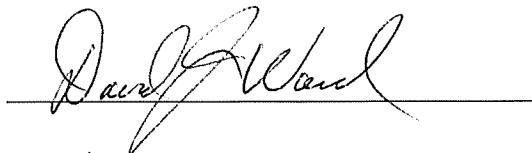
WHEREAS, that during the period of emergency, the Mayor with the advice and concurrence of the Council President may order, by ordinance or resolution, whatever is necessary and expedient for the health, safety, protection, and welfare of persons and property within the City; and

WHEREAS, the Common Council rules including, but not limited to XI, XII, XIII, XV, XVI concerning budgeted and unbudgeted appropriations, expenditures, and rule making are suspended insofar as they may impede the effective execution of the provision and response to this public health emergency.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council President of the City of Sturgeon Bay; that the City of Sturgeon Bay has adjusted the poll worker pay for the April 7, 2020 Election from \$9.00 to \$15.00. This adjustment is effective for the April 7, 2020 Election only.

Approved this 6th day of April, 2020

David J. Ward, Mayor



Dan Williams, Council President

