



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA  
TUESDAY, JANUARY 5, 2021  
6:00 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 on agenda items only.
6. Consideration of the following bills: General Fund – \$109,481.03, Capital Fund - \$36,466.28, Cable TV - \$6,465.87, TID #2 – \$1,590.00, and Solid Waste Enterprise Fund - \$19,481.52 for a grand total of \$173,484.70. [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 12/15/20 regular Common Council minutes.
  - \* b. Place the following minutes on file:
    - (1) Sturgeon Bay Utility Commission – 9/8/20
    - (2) Sturgeon Bay Utility Commission – 10/13/20
    - (3) Police & Fire Commission – 10/29/20
    - (4) Finance/Purchasing & Building Committee – 12/8/20
    - (5) Police & Fire Commission – 12/14/20
    - (6) Aesthetic Design & Site Plan Review Board – 12/14/20
    - (7) Board of Public Works – 12/15/20
  - \* c. Consideration of: Approval of Beverage Operator Licenses.
  - \* d. Consideration of: Approval of Class A Beer & Class A Liquor license, Class A Beer license, and Class A Beer license.
8. Mayoral Appointments.
9. Finance/Purchasing & Building Committee recommendation re: Approve the Memorandum of Understanding between City of Sturgeon Bay and Bayship/Fincantieri for the 3<sup>rd</sup> Avenue beautification plan as presented.
10. City Administrator report.

11. Mayor's report

12. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date: 12.31.20

Time: 12:00pm

By: VM

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. Indicate the agenda item number that you are planning to provide public comment on. Public Comment will be restricted to Agenda Items only.
- 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

REVISED: 6/2/20

DAT: 6.  
TIM  
ID:

CITY OF STURGEON BAY  
DEPARTMENT SUMMARY REPORT

6.

INVOICES DUE ON/BEFORE 01/05/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
GENERAL FUND				
2017 CAPITAL PROJECTS & EQUIP				
01761	ASSOCIATED TRUST COMPANY	GO REFND BOND ROADS 11.14.17	01-000-901-70002	475.00
TOTAL 2017 CAPITAL PROJECTS & EQUIP				475.00
2018 CAPITAL PROJ & EQ				
01761	ASSOCIATED TRUST COMPANY	2018 CAP PROJCTS 11.6.18	01-000-904-70002	475.00
TOTAL 2018 CAPITAL PROJ & EQ				475.00
TOTAL GENERAL FUND				950.00
LAW/LEGAL				
16555	PINKERT LAW FIRM, LLP	11/20 TRAFFIC MATTERS	01-110-000-55010	765.00
TOTAL				765.00
TOTAL LAW/LEGAL				765.00
CITY CLERK-TREASURER				
04650	DOOR COUNTY REGISTER OF DEEDS	FILING FEE	01-115-000-56350	1.50
13875	MUNICIPAL CODE CORP	ADMIN SUPPORT FEE	01-115-000-57050	275.00
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	POCKET END TAB FOLDERS	01-115-000-51950	40.58
BUBRICKS		CREDIT RETURN	01-115-000-51950	-49.20
BUBRICKS		BINDER CLIPS	01-115-000-51950	6.80
BUBRICKS		YELLOW COPY PAPER	01-115-000-51950	40.29
BUBRICKS		CALENDAR	01-115-000-51950	9.99
R0000394	SAFEGUARD BUSINESS SYSTEMS	2020 1099 MISC FORMS	01-115-000-51600	34.65
USBANK	US BANK	WGFOA VIRTUAL WRKSHOP REGISTER	01-115-000-55600	50.00
USBANK		MONITOR STAND RISER	01-115-000-51950	13.69
TOTAL				423.30
TOTAL CITY CLERK-TREASURER				423.30
ADMINISTRATION				
19841	ROTARY CLUB OF STURGEON BAY	2020 4TH QTR DUES/VANLIESHOUT	01-120-000-56000	200.00
TOTAL				200.00
TOTAL ADMINISTRATION				200.00
COMPUTER				
04696	DOOR COUNTY TREASURER	11/20 IS INTERNET USAGE	01-125-000-55550	100.00
04696		11/20 TECH SUPPORT	01-125-000-55550	2,500.00
04696		11/20 4G INTERNET	01-125-000-55550	375.00
04696		T BAUDHIUN LAPTOP	01-125-000-55550	1,149.00
TOTAL				4,124.00

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INVOICES DUE ON/BEFORE 01/05/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
COVID-19				
COVID-19				
USBANK	US BANK	ZOOM	01-125-401-55550	63.99
TOTAL COVID-19				63.99
TOTAL COMPUTER				4,187.99
CITY ASSESSOR				
WI	WISCONSIN DEPT OF REVENUE	2020 MANF PROP ASSESS FEE	01-130-000-51530	3,072.47
TOTAL				3,072.47
TOTAL CITY ASSESSOR				3,072.47
BUILDING/ZONING CODE ENFORCEMT				
SAFEBUILD	SAFE BUILT	PLAN REVIEW 905 S NEENAH AVE	01-140-000-55010	148.75
SAFEBUILD		PLAN REVIEW 605 N 3RD AVE	01-140-000-55010	2,890.00
SAFEBUILD		PLAN REVIEW 605 N 3RD AVE	01-140-000-55010	297.50
TOTAL				3,336.25
TOTAL BUILDING/ZONING CODE ENFORCEMT				3,336.25
MUNICIPAL SERVICES ADMIN.				
03133	CELLCOM WISCONSIN RSA 10	11/20 CHAD CELL SVC	01-145-000-58250	25.22
USBANK	US BANK	AUTOCAD ANNL SUBSCRIPTION	01-145-000-55550	1,139.75
TOTAL				1,164.97
TOTAL MUNICIPAL SERVICES ADMIN.				1,164.97
PUBLIC WORKS ADMINISTRATION				
03133	CELLCOM WISCONSIN RSA 10	11/20 STEVE CELL SVC	01-150-000-58250	32.21
03133		11/20 MIKE B CELL SVC	01-150-000-58250	36.11
03133		11/20 CELL SVC	01-150-000-58250	7.62
TOTAL				75.94
TOTAL PUBLIC WORKS ADMINISTRATION				75.94
CITY HALL				
03159	SPECTRUM	11/20 FIRE CABLE SVC	01-160-000-58999	143.03
05500	ENERGY CONTROL AND DESIGN INC	A/C COOLER HEATER REPLACEMENT	01-160-000-58999	1,220.31
05500		BOILER PUMP REPAIR	01-160-000-58999	1,112.72
19860	STURGEON BAY SAND & GRAVEL	BEACH STONE	01-160-000-51750	47.00
19880	STURGEON BAY UTILITIES	421 MICHIGAN STREET	01-160-000-56150	2,705.89
19880		421 MICHIGAN STREET	01-160-000-58650	159.42

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
19959	SUPERIOR CHEMICAL CORP	SOAP DISPENSERS	01-160-000-51850	49.80
23730	WPS	12/20 421 MICHIGAN ST	01-160-000-56600	1,284.12
VIKING	VIKING ELECTRIC SUPPLY, INC	LIGHTS	01-160-000-55300	48.46
VIKING		LIGHTS	01-160-000-54999	96.84
VIKING		LIGHTS	01-160-000-54999	96.92
VIKING		SOCKET REDUCER	01-160-000-54999	15.34
VIKING		LIGHTS	01-160-000-54999	64.56
VIKING		BULB	01-160-000-51850	20.93
VIKING		TWISTER	01-160-000-51850	21.59
VIKING		BULBS	01-160-000-51850	82.20
VIKING		BULBS	01-160-000-51850	169.65
VIKING		LIGHTS	01-160-000-55300	56.55
VIKING		LIGHTS	01-160-000-55300	282.75
VIKING		LIGHTS	01-160-000-55300	169.65
VIKING		LIGHTS	01-160-000-55300	282.75
WARNER	WARNER-WEXEL WHOLESALE &	CLEANING SUPPLIES	01-160-000-55300	115.46
WARNER		CLEANING SUPPLIES	01-160-000-55300	62.75
TOTAL				8,308.69
TOTAL CITY HALL				8,308.69
GENERAL EXPENDITURES				
04656	DOOR COUNTY SOIL & WATER	NON METALLIC MINE ANNL PRMT	01-199-000-58900	313.50
04696	DOOR COUNTY TREASURER	11/20 CITY HALL PHONE SVC	01-199-000-58200	131.75
04696		11/20 FIRE PHONE SVC	01-199-000-58200	35.48
04696		11/20 MUN SVC PHONE SVC	01-199-000-58200	22.74
04696		11/20 POLICE PHONE SVC	01-199-000-58200	58.24
08167	GANNETT WISCONSIN NEWSPAPERS	PUBLIC HRING NOTICE/M WRIGHT	01-199-000-57450	21.30
08167		PUBLIC HRING NOTICE/FINCANTIERI	01-199-000-57450	40.40
08167		BID PROPOSAL AD/REMODEL	01-199-000-57450	60.71
08167		ORD 1377-1120 PUBLICATION	01-199-000-57450	45.03
08167		PUBLIC HRING NOTCE/HEIGHT AMEND	01-199-000-57450	38.02
22800	WALMART COMMUNITY	FEE	01-199-000-51520	4.62
BAY VERT	BAY VERTE MACHINERY, INC	10" TABLESAW,50"	01-199-000-55605	3,150.00
BAY VERT		JET 15" FLOOR MODEL DRILL	01-199-000-55605	1,799.00
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	COPY PAPER	01-199-000-55650	509.85
EHLERS	EHLERS & ASSOCIATES, INC.	ARBITRAGE REPRT 9.22.20	01-199-000-57000	1,410.00
MEUW	MUNICIPAL ELECTRIC UTILITIES	SAFETY PROGRAM	01-199-000-55605	1,459.34
PITNEY	PITNEY BOWES GLOBAL	POSTAGE	01-199-000-57250	11,000.00
PITNEY		METER POSTAGE OVERAGE FEE	01-199-000-57250	108.50
STAPLES	WISCONSIN DOCUMENT IMAGING LLC	D051-COPIER TONERS	01-199-000-55650	744.27
US BANK	US BANK EQUIPMENT FINANCE	12/20 FIRE COPIER W 4572	01-199-000-55650	97.00
US BANK		COPIER OVERAGE	01-199-000-55650	7.92
USBANK	US BANK	WEBSITE HOSTING	01-199-000-51100	203.40
USBANK		COMPOUND MITER SAW	01-199-000-55605	368.20
TOTAL				21,629.27
TOTAL GENERAL EXPENDITURES				21,629.27

POLICE DEPARTMENT

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-----				
GENERAL FUND				
22800	WALMART COMMUNITY	MOUSE	01-200-000-51950	13.88
US BANK	US BANK EQUIPMENT FINANCE	RICOH COPIER 10 OF 48	01-200-000-55650	238.07
USBANK	US BANK	BUSINESS CARDS/GANDER	01-200-000-51600	19.82
TOTAL				271.77
TOTAL POLICE DEPARTMENT				271.77
POLICE DEPARTMENT/PATROL				
03133	CELLCOM WISCONSIN RSA 10	11/20 PORT SEC CAMERA SYSTEM	01-215-000-58999	52.62
04696	DOOR COUNTY TREASURER	11/20 FUEL	01-215-000-51650	2,353.96
19880	STURGEON BAY UTILITIES	110 S NEENAH AVE CAMERA	01-215-000-56150	9.94
19880		SHORECREST RD CAMERA	01-215-000-56150	9.24
ADVANTAG	ADVANTAGE POLICE SUPPLY, INC	TACTICAL VEST/DADAM	01-215-000-52900	894.37
ALADTEC	ALADTEC, INC	EMPLOYEE SCHEDLE MANAGE SYSTM	01-215-000-58999	2,495.00
CUSTOM	CUSTOM SERVICE INFORMATION LLC	2021 ANNL POLICY UPDATE SVC	01-215-000-58999	500.00
DEERCREE	DEER CREEK TECHNOLOGIES	DOCS MANAGEMNT SFTWARE 2021	01-215-000-58999	375.00
USBANK	US BANK	FUEL	01-215-000-51650	23.00
USBANK		MEALS/SQUAD CHANGE OVER	01-215-000-55600	19.00
USBANK		MEALS/SQUAD CHANGE OVER	01-215-000-55600	19.96
USBANK		FUEL	01-215-000-51650	20.10
USBANK		FUEL	01-215-000-51650	16.36
USBANK		FUEL	01-215-000-51650	15.41
USBANK		EAR PIECE/HAACK	01-215-000-57550	29.52
TOTAL				6,833.48
TOTAL POLICE DEPARTMENT/PATROL				6,833.48
POLICE DEPT. / INVESTIGATIONS				
ACCURINT	LEXISNEXIS RISK SOLUTIONS	11/20 CONTRACT FEE	01-225-000-57950	105.00
HENRY	CLINT HENRY	12/20 CLOTHING ALLOWANCE/HENRY	01-225-000-52900	122.36
TOTAL				227.36
TOTAL POLICE DEPT. / INVESTIGATIONS				227.36
FIRE DEPARTMENT				
04696	DOOR COUNTY TREASURER	11/20 FUEL	01-250-000-51650	1,006.39
16352	PENFLEX, INC	2020 LOSA WORKSHEET	01-250-000-50377	285.00
16352		2020 LOSA ACCOUNT	01-250-000-50377	1,000.00
16570	PIONEER FIRE COMPANY	UNIFORMS	01-250-000-52900	1,225.00
16570		UNIFORMS	01-250-000-52900	104.00
17700	QUILL CORPORATION	DESK CALENDARS	01-250-000-51950	19.96
19880	STURGEON BAY UTILITIES	92 E MAPLE STREET	01-250-000-56675	6.22
19880		MARTIN PARK RESTROOM	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

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INVOICES DUE ON/BEFORE 01/05/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
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	134.48
19880		WEST SIDE FIRE STATION	01-250-000-58650	90.60
19880		38 S NEENAH AVE PAVILLION	01-250-000-56675	6.22
19880		NEENAH AVE RESTROOM	01-250-000-56675	31.08
19880		WEST SIDE BALLFLD LITES	01-250-000-56675	31.08
19880		N 14TH AVE WARNING SIREN	01-250-000-56150	8.24
19880		FIRE DEPT TRAINING SITE	01-250-000-56150	14.46
19880		212 W LOCUST CT	01-250-000-56675	6.22
19880		MADISON AVE SPRINKLG	01-250-000-56675	15.54
19880		10 PENNSYLVANIA ST DOCK	01-250-000-56675	15.54
19880		GREEN BAY RD SIREN	01-250-000-56150	15.75
19880		EAST SIDE DOCK	01-250-000-56675	6.22
19880		COVE RD-CANAL RD SIREN	01-250-000-56150	14.35
19880		1ST AVE MARINA/RESTROOM	01-250-000-56675	49.73
19880		KENTUCKY ST PKG RAMP	01-250-000-56675	6.22
19880		KENTUCKY ST CITY MARINA	01-250-000-56675	49.73
19880		SIGN SHED	01-250-000-56675	6.22
19880		CHERRY BLOSSOM	01-250-000-56675	15.54
19880		CLAY BANKS RD SIREN	01-250-000-56150	15.64
21472	UBS FINANCIAL SERVICES INC.	8 FF LOSA CONTRIBUTIONS	01-250-000-50377	2,000.00
23730	WPS	12/20 656 S OXFORD AVE WS FIRE	01-250-000-56600	171.53
EMER REP	TURNOUT TOPCO,LLC	2021 RMS	01-250-000-56000	274.74
PAULCONW	PAUL CONWAY SHIELDS	FIRE TOOL	01-250-000-52900	165.00
PREVEA	PREVEA HEALTH OCCUPTNL HEALTH	RETURN TO WORK EXAM/M SMITH	01-250-000-57100	436.50
PREVEA		EMPLOYEE PHYSICALS	01-250-000-57100	960.55
USBANK	US BANK	PUBLIC EDUCATION CARDS	01-250-000-52250	80.00
USBANK		ENVELOPES	01-250-000-51950	8.72
USBANK		MONTHLY DATA	01-250-000-58250	480.32
USBANK		PUBLIC EDUCATION ITEMS	01-250-000-52250	344.99
USBANK		M1 TRAILER REPAIR	01-250-000-53000	63.07
USBANK		LAUNDRY SOAP	01-250-000-54999	37.02
USBANK		ID CARD STRAP	01-250-000-54999	17.14
USBANK		SAFE KIDS CERTIFICATION	01-250-000-56000	55.00
TOTAL				9,693.82
TOTAL FIRE DEPARTMENT				9,693.82
SOLID WASTE MGMT/SPRING/FALL				
GFLENVIR	GFL ENVIRONMENTAL, INC	1 FREON UNIT/4 SS BAG	01-311-000-58400	56.42
TOTAL				56.42
TOTAL SOLID WASTE MGMT/SPRING/FALL				56.42

COMPOST/SOLID WASTE SITE



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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
19880	STURGEON BAY UTILITIES	COMPOST SITE	01-320-000-56150	16.74
		TOTAL		16.74
		TOTAL COMPOST/SOLID WASTE SITE		16.74
STREET SWEEPING				
04545	DOOR COUNTY COOPERATIVE/NAPA	HYD FLUID	01-330-000-51400	48.34
		TOTAL		48.34
		TOTAL STREET SWEEPING		48.34
ROADWAYS/STREETS				
08225	HERLACHE SMALL ENGINE	CHAPS/HELMETS-SAFETY	01-400-000-51400	199.98
14826	NORTHEAST ASPHALT, INC.	10.82 TON COLD MIX	01-400-000-52200	1,065.77
		TOTAL		1,265.75
		TOTAL ROADWAYS/STREETS		1,265.75
SNOW REMOVAL				
SNOW REMOVAL				
19240	SERVICE MOTOR CO	CUTTING EDGE	01-410-000-51400	40.90
19240		KUBOTA PARTS	01-410-000-51400	774.44
JBTRUCK	JB TRUCK SERVICE,LLC	BEAM	01-410-000-51400	386.28
JBTRUCK		BLADE GUIDE KIT	01-410-000-51400	52.53
JBTRUCK		HYD FLUID	01-410-000-51400	41.96
		TOTAL SNOW REMOVAL		1,296.11
		TOTAL SNOW REMOVAL		1,296.11
STREET SIGNS AND MARKINGS				
04696	DOOR COUNTY TREASURER	SIGNS	01-420-000-52600	106.92
		TOTAL		106.92
		TOTAL STREET SIGNS AND MARKINGS		106.92
STREET MACHINERY				
04545	DOOR COUNTY COOPERATIVE/NAPA	BATTERY	01-450-000-52150	85.86
04545		OIL FILTER	01-450-000-52150	14.01
04696	DOOR COUNTY TREASURER	11/20 FUEL 242.38 GAL	01-450-000-51650	431.19
04696		11/20 DSL FUEL 847.8 GAL	01-450-000-51650	1,823.62
06005	JFTCO,INC	LUBRICANT	01-450-000-52150	63.66
06005		TRANS FLUID	01-450-000-53000	68.75

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VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
-----				
GENERAL FUND				
06012	FASTENAL COMPANY	BOLTS	01-450-000-53000	4.05
06012		TORCH PARTS	01-450-000-53000	53.82
06012		EXTENSION CORDS	01-450-000-53000	261.86
08225	HERLACHE SMALL ENGINE	CHAIN SAW COVERS	01-450-000-51400	60.42
13150	MASTERCRAFT WELDING SYSTEM	RODS	01-450-000-53000	65.00
13150		BEAM	01-450-000-53000	360.00
APPLIED	APPLIED INDUSTRIALTECH INC	PAINT MARKERS	01-450-000-52700	93.49
APPLIED		QUICK RELEASE PLIERS	01-450-000-52700	179.96
APPLIED		WIRE STRIPPERS	01-450-000-52700	24.99
APPLIED		SHIPPING	01-450-000-52700	35.79
BRIDGEPO	BRIDGEPORT MANUFACTURING, INC	RELAY	01-450-000-53000	57.49
BRIDGEPO		SHIPPING	01-450-000-53000	15.35
JX ENT	JX ENTERPRISES, INC.	SOLENOID	01-450-000-53000	82.99
JX ENT		1/4" TUBING	01-450-000-53000	4.80
JX ENT		TEE FITTING	01-450-000-53000	17.46
JX ENT		1/4" UNION	01-450-000-53000	10.77
JX ENT		AIR SWITCH	01-450-000-53000	33.32
QUALITY	QUALITY TRUCK CARE CENTER INC	BRAKE SHOE KITS	01-450-000-53000	147.76
QUALITY		BRAKE SHOE KITS	01-450-000-53000	120.00
QUALITY		BRAKE SHOE DRUMS	01-450-000-53000	300.12
QUALITY		QLS SENSOR	01-450-000-53000	179.77
QUALITY		FREIGHT	01-450-000-53000	8.00
R0000655	TRANSMOTION, LLC	HOSE	01-450-000-53000	126.96
R0000655		FITTING	01-450-000-53000	36.71
R0000655		FITTING	01-450-000-53000	54.07
R0000655		HOSE/FITTINGS	01-450-000-53000	592.64
R0000655		HOSE/FITTINGS	01-450-000-53000	103.15
R0000655		HOSE	01-450-000-53000	279.39
SWIDERSK	SWIDERSKI EQUIPMENT, INC	FILTERS	01-450-000-53000	253.72
SWIDERSK		BUCKET TOOTH	01-450-000-53000	26.38
SWIDERSK		PIN	01-450-000-53000	12.48
SWIDERSK		TAILGATE	01-450-000-53000	1,018.51
SWIDERSK		SHIPPING	01-450-000-53000	100.00
TOTAL				7,208.31
TOTAL STREET MACHINERY				7,208.31
CITY GARAGE				
01766	AURORA MEDICAL GROUP	NEW EMPLOYEE DRUG SCREEN	01-460-000-57100	232.00
01766		DOT DRUG SCREEN/B CIHLAR	01-460-000-57100	50.00
01766		DOT DRUG SCREENS	01-460-000-57100	180.00
19880	STURGEON BAY UTILITIES	SALT SHED	01-460-000-56150	8.24
19880		CITY GARAGE	01-460-000-56150	636.70
19880		CITY GARAGE	01-460-000-58650	67.28
19959	SUPERIOR CHEMICAL CORP	URINE CATCHERS	01-460-000-54999	103.29
19959		4 CASES URINE CATCHERS	01-460-000-54999	375.00
19959		FREIGHT	01-460-000-54999	38.15
23730	WPS	12/20 835 N 14TH AVE-GARAGE	01-460-000-56600	1,344.65
TOTAL				3,035.31
TOTAL CITY GARAGE				3,035.31

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-----				
GENERAL FUND				
HIGHWAYS - GENERAL				
19880	STURGEON BAY UTILITIES	808 S DULUTH AVE SIGN	01-499-000-58000	9.04
19880		EGG HRBOR RD TRFFC LITE	01-499-000-58000	21.24
19880		N 14TH AVE/EGG HRBR TRFFC LITE	01-499-000-58000	24.64
19880		2 TRFFC WARNING LGTS	01-499-000-58000	5.50
19880		MADISON AVE TRFFC LITES	01-499-000-58000	124.77
19880		342 ORNAMENTAL ST LIGHTS	01-499-000-58000	4,702.10
19880		595 OVERHEAD ST LIGHTS	01-499-000-58000	6,839.71
19880		S LANSING & W WALNUT SIGN	01-499-000-58000	7.84
19880		EAST SIDE DOCK	01-499-000-58000	36.19
19880		OLD HWY RD SIGN	01-499-000-58000	8.24
CHRISTEN	CHARLES N. CHRISTENSEN	SAFETY BOOT REIMB/CHRISTENSON	01-499-000-56800	105.49
TOTAL				11,884.76
TOTAL HIGHWAYS - GENERAL				11,884.76
PARK & RECREATION ADMIN				
03133	CELLCOM WISCONSIN RSA 10	11/20 MIKE B CELL SVC	01-500-000-58250	36.10
03133		11/20 CELL SVC	01-500-000-58250	7.62
03133		11/20 CELL SVC	01-500-000-58250	25.22
BIRD WIS	BIRD CITY WISCONSIN	BIRD CITY APPL/RENEWAL FEE	01-500-000-56000	125.00
BUBRICKS	BUBRICK'S COMPLETE OFFICE, INC	OFFICE SUPPLIES	01-500-000-51950	4.85
PULSE	PENINSULA PULSE	PROGRAM ADVERTISING	01-500-000-57450	1,361.36
TOTAL				1,560.15
TOTAL PARK & RECREATION ADMIN				1,560.15
PARKS AND PLAYGROUNDS				
04545	DOOR COUNTY COOPERATIVE/NAPA	AIR FILTER	01-510-000-56250	4.58
04696	DOOR COUNTY TREASURER	11/20 FUEL 330.10 GAL	01-510-000-51650	587.25
04696		11/20 DSL FUEL 27.08 GAL	01-510-000-51650	58.25
08225	HERLACHE SMALL ENGINE	OIL CAPS/CHAINS	01-510-000-56250	33.45
19880	STURGEON BAY UTILITIES	MICHIGAN ST CHARGING STATION	01-510-000-56150	25.66
19880		MARTIN PARK PAVILLION	01-510-000-56150	8.24
19880		MARTIN PARK RESTROOM	01-510-000-58650	8.00
19880		MEM FLD WARMING HOUSE	01-510-000-56150	55.85
19880		MEM FLD WARMING HOUSE	01-510-000-58650	110.37
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	39.64
19880		SUNSET CONSN CNTR	01-510-000-58650	51.40
19880		FRANK GRASSE MEM SHELTER	01-510-000-56150	19.14
19880		FRANK GRASSE MEM SHELTER	01-510-000-58650	11.40
19880		OTUMBA PARK	01-510-000-56150	17.93
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		JAYCEE BALLEFLD STAND	01-510-000-56150	8.24
19880		220 N 3RD AVE POWER PANEL	01-510-000-56150	12.24
19880		MICHIGAN ST FLAG LIGHT	01-510-000-56150	27.10
19880		MEM FLD PRKING LOT	01-510-000-56150	8.24

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-----				
GENERAL FUND				
19880		WEST SIDE BALLFLD LITES	01-510-000-58650	18.00
19880		MEM FLD COMPLEX	01-510-000-56150	119.74
19880		OTUMBA PARK WALKWAY	01-510-000-56150	12.94
19880		FLORIDA ST/SUNSET PRK	01-510-000-56150	13.94
19880		SIGN SHED	01-510-000-56150	13.14
19880		SIGN SHED	01-510-000-58650	8.00
19880		CHERRY BLOSSOM	01-510-000-56150	8.24
19880		CHERRY BLOSSOM	01-510-000-58650	11.40
23730	WPS	12/20 335 S 14TH AVE-MEM FLD	01-510-000-56600	147.54
USBANK	US BANK	2 SAFETY VESTS/HESLER	01-510-000-56800	58.41
USBANK		SAFETY CLOTHING/HESLER	01-510-000-56800	43.10
USBANK		SAFETY CLOTHING/HESLER	01-510-000-56800	60.13
USBANK		SAFETY CLOTHING/MACCOUX	01-510-000-56800	70.12
WILLEMS	WILLEMS LANDSCAPE SERVICE	20 YRD PLYGRND MULCH/DELIVERY	01-510-000-51760	800.00
WILLEMS		20 YDS PLAYGRND MULCH/DELIVERY	01-510-000-51760	800.00
TOTAL				3,319.37
TOTAL PARKS AND PLAYGROUNDS				3,319.37
BALLFIELDS				
BALLFIELDS				
R0001289	MITCH ANDERSEN	2020 MEM FLD MAINTENANCE	01-520-000-58999	6,084.00
TOTAL BALLFIELDS				6,084.00
TOTAL BALLFIELDS				6,084.00
MUNICIPAL DOCKS				
19880	STURGEON BAY UTILITIES	36 S NEENAH PKG LOT LITES	01-550-000-56150	98.06
19880		38 S NEENAH AVE PAVILLION	01-550-000-56150	11.65
19880		38 S NEENAH AVE PAVILLION	01-550-000-58650	8.00
19880		NEENAH AVE RESTROOM	01-550-000-56150	64.55
19880		NEENAH AVE RESTROOM	01-550-000-58650	18.00
23730	WPS	12/20 36 S NEENAH AVE RESTROOM	01-550-000-56600	16.21
TOTAL				216.47
TOTAL MUNICIPAL DOCKS				216.47
WATER WEED MANAGEMENT				
06012	FASTENAL COMPANY	IMPACT	01-560-000-54999	346.13
PONDGUY	THE POND GUY, INC	4 ICE EATERS @ \$665.50	01-560-000-51400	2,662.00
TOTAL				3,008.13
TOTAL WATER WEED MANAGEMENT				3,008.13
WATERFRONT PARKS & WALKWAYS				

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INVOICES DUE ON/BEFORE 01/05/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
19880	STURGEON BAY UTILITIES	MADISON AVE DC MUSEUM WALKWAY	01-570-000-56150	8.24
19880		MADISON AVE DC MUSEUM PK LOT	01-570-000-56150	8.24
19880		W JUNIPER ST WALKWAY LITES	01-570-000-56150	82.47
19880		W JUNIPER ST PKING LOT	01-570-000-56150	56.99
19880		10 PENNSYLVANIA ST DOCK	01-570-000-58650	11.40
19880		48 KENTUCKY ST WTRFRONT	01-570-000-56150	144.20
19880		1ST AVE MARINA/RESTROOM	01-570-000-56150	231.85
19880		1ST AVE MARINA/RESTROOM	01-570-000-58650	51.40
19880		KENTUCKY ST PKG RAMP	01-570-000-56150	247.00
19880		KENTUCKY ST CITY MARINA	01-570-000-58650	27.00
TOTAL				868.79
TOTAL WATERFRONT PARKS & WALKWAYS				868.79
COMMUNITY & ECONOMIC DEVLPMT				
17700	QUILL CORPORATION	1 CYAN TONER CARTRIDGE	01-900-000-54999	207.99
USBANK	US BANK	APA MEMBERSHIP DUES	01-900-000-56000	165.00
USBANK		APA PROFESSIONAL DUES	01-900-000-56000	362.00
USBANK		WISCONSIN CHAPTER DUES	01-900-000-56000	72.00
TOTAL				806.99
TOTAL COMMUNITY & ECONOMIC DEVLPMT				806.99
TOTAL GENERAL FUND				101,922.87
CAPITAL FUND				
CITY HALL				
EXPENSE				
05500	ENERGY CONTROL AND DESIGN INC	OIL HEATERS & FAN MOTOR	10-160-000-59999	2,400.00
05500		SENSOR KIT	10-160-000-59999	793.38
05500		CONTACTOR	10-160-000-59999	226.57
05500		MECHANICAL LABOR HOURS	10-160-000-59999	1,776.00
05500		MILEAGE	10-160-000-59999	137.15
RJMCONST	RJM CONSTRUCTION,LLC	CITY HALL REMODEL PAY #1	10-160-000-59040	8,450.00
TOTAL EXPENSE				13,783.10
TOTAL CITY HALL				13,783.10
GENERAL EXPENDITURES				
03650	CONCRETE INDUSTRIES, INC	CONCRETE ADJUSTMENT RINGS/SBU	10-199-000-51525	642.50
TOTAL				642.50
TOTAL GENERAL EXPENDITURES				642.50
STORM SEWERS				
EXPENSE				

INVOICES DUE ON/BEFORE 01/05/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CAPITAL FUND				
EXPENSE				
EXPENSE				
03650	CONCRETE INDUSTRIES, INC	CONCRETE ADJUSTMENT RINGS	10-300-000-59115	358.50
LILY BAY	LILY BAY SAND & GRAVEL LLC	200 YRD SCREENED TOP SOIL	10-300-000-59115	5,000.00
TOTAL EXPENSE				5,358.50
TOTAL STORM SEWERS				5,358.50
ROADWAYS/STREETS				
ROADWAYS/STREETS				
R0000421	WI DEPT OF TRANSPORTATION	MAPLE/OREGON BRIDGE PYMNT	10-400-000-59200	724.02
TOTAL ROADWAYS/STREETS				724.02
ANNUAL RESURFACING & BASE REP.				
R0000421	WI DEPT OF TRANSPORTATION	HWY 42/57 ROUND ABOUT	10-400-110-59095	1.37
SALZ	SALZSIEDER LANDSCAPE & NURSERY	50 SHADE TREES/2020 ODRDER	10-400-110-59095	9,750.00
TOTAL ANNUAL RESURFACING & BASE REP.				9,751.37
TOTAL ROADWAYS/STREETS				10,475.39
PARKS AND PLAYGROUNDS				
PARKS AND PLAYGROUNDS				
GOKEYLES	21ST CENTURY SOLUTIONS	9 PROGRAMABLE DOOR LOCKS	10-510-000-59010	4,473.00
GOKEYLES		KEYING	10-510-000-59010	99.36
GOKEYLES		SHIPPING	10-510-000-59010	64.99
TOTAL PARKS AND PLAYGROUNDS				4,637.35
TOTAL PARKS AND PLAYGROUNDS				4,637.35
WATERFRONT PARKS & WALKWAYS				
02130	BAUDHUIN INC	PROFESS SVC SUNSET PARK	10-570-000-59075	403.00
02130		PROFESS SVC-RAILROAD SPUR	10-570-000-59075	546.00
TOTAL				949.00
TOTAL WATERFRONT PARKS & WALKWAYS				949.00
COMMUNITY & ECONOMIC DEVLPMNT				
SIRSPPEED	SIR SPEEDY	20 COMP PLAN PRINTING	10-900-000-59999	620.44
TOTAL				620.44
TOTAL COMMUNITY & ECONOMIC DEVLPMNT				620.44
TOTAL CAPITAL FUND				36,466.28

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INVOICES DUE ON/BEFORE 01/05/2021

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
CABLE TV				
CABLE TV / GENERAL				
CABLE TV / GENERAL				
MANN	MANN COMMUNICATIONS, LLC	1.05.21 CONTRACT	21-000-000-55015	5,205.87
MANN		DVDS TO LIBRARY	21-000-000-55015	30.00
MANN		DVDS TO LIBRARY	21-000-000-55015	30.00
MANN		DVDS TO LIBRARY	21-000-000-55015	30.00
MANN		DVDS TO LIBRARY	21-000-000-55015	30.00
MANN		DVDS TO LIBRARY	21-000-000-55015	45.00
MANN		FIRE STATION VIDEO TOUR	21-000-000-55015	360.00
MANN		DVDS TO LIBRARY	21-000-000-55015	60.00
MANN		COUNCIL BUDGET MEETING	21-000-000-55015	90.00
MANN		DVDS TO LIBRARY	21-000-000-55015	45.00
MANN		DVDS TO LIBRARY	21-000-000-55015	30.00
TOTAL CABLE TV / GENERAL				5,955.87
COVID19				
MANN	MANN COMMUNICATIONS, LLC	ZOOM MEETINGS	21-000-401-55015	90.00
MANN		ZOOM MEETINGS	21-000-401-55015	90.00
MANN		ZOOM MEETINGS	21-000-401-55015	60.00
MANN		ZOOM MEETINGS	21-000-401-55015	90.00
MANN		ZOOM MEETINGS	21-000-401-55015	90.00
MANN		ZOOM MEETINGS	21-000-401-55015	90.00
TOTAL COVID19				510.00
TOTAL CABLE TV / GENERAL				6,465.87
TOTAL CABLE TV				6,465.87
TID #2 DISTRICT				
TID DISTRICT #2				
T2 SERIES 2006A				
EHLERS	EHLERS & ASSOCIATES, INC.	ARBITRAGE REPRT 9.22.20	25-320-933-70002	1,590.00
TOTAL T2 SERIES 2006A				1,590.00
TOTAL TID DISTRICT #2				1,590.00
TOTAL TID #2 DISTRICT				1,590.00
SOLID WASTE ENTERPRISE				
SOLID WASTE ENTERPRISE FUND				
SOLID WASTE ENTERPRISE FUND				
04603	HALRON LUBRICANTS INC	USED OIL PICKUP FEE 375 GALS	60-000-000-52050	56.25
04696	DOOR COUNTY TREASURER	11/20 DSL FUEL 834.28 GAL	60-000-000-51650	1,794.53
GFLENVIR	GFL ENVIRONMENTAL, INC	258.46 TN GARBAGE	60-000-000-58300	16,531.10
GFLENVIR		74.5 TN RECYCLE	60-000-000-58350	1,099.64
TOTAL SOLID WASTE ENTERPRISE FUND				19,481.52
TOTAL SOLID WASTE ENTERPRISE FUND				19,481.52
TOTAL SOLID WASTE ENTERPRISE				19,481.52
TOTAL ALL FUNDS				165,926.54

**MANUAL CHECKS**

WISCONSIN DEPT OF WORKFORCE 12/10/20 Check # 87980 11/20 Unemployment 01-600-000-50370	\$135.63
AT&T MOBILITY 12/10/20 Check #87981 11/20 Police Department Cellphone Statement 01-215-000-58250	\$1,486.46
PITNEY BOWES 12/16/20 Check # 88038 12/20 Postage Meter Statement Charges 01-199-000-57250	\$161.48
SECURIAN FINANCAL GROUP 12/18/20 Check #88040 12/20 Life Insurance 01-600-000-50552	\$2,092.90
STURGEON BAY SCHOOLS 12/21/20 Check #86273 11/20 Mobile Home Tax Payments 01-000-000-41300	\$3,681.69
<b>TOTAL MANUAL CHECKS</b>	<b>\$7,558.16</b>



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INVOICES DUE ON/BEFORE 01/05/2021

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

GENERAL FUND	101,922.87	109,481.03
CAPITAL FUND	36,466.28	
CABLE TV	6,465.87	
TID #2 DISTRICT	1,590.00	
SOLID WASTE ENTERPRISE	19,481.52	
	-----	
TOTAL --- ALL FUNDS	165,926.54	173,484.70

Helen Bacon 12/29/2020  
Jan Wilkin 12/29/2020

COMMON COUNCIL  
December 15, 2020

A meeting of the Common Council was called to order at 6:15 p.m. by Mayor Ward. The Pledge of Allegiance was recited. Roll call: Bacon, Statz, Williams, Gustafson, Nault, Wiederanders and Reeths were present. Ald. Bacon, Statz, Williams, Gustafson, Nault, and Reeths and Mayor Ward appeared in person. Ald. Wiederanders appeared virtually via Zoom.

Nault/Williams to adopt the agenda. Carried.

No one spoke during public comment.

Bacon/Wiederanders to approve following bills: General Fund - \$220,902.92, Capital Fund - \$77,562.15, Cable TV - \$74.93, TID #3 - \$475.00, TID #4 - \$98,616.36, and Solid Waste Enterprise Fund - \$1,075.99 for a grand total of \$398,707.35. Roll call: All voted aye. Carried.

Gustafson/Reeths to approve consent agenda:

- a. Approval of 12/1/20 regular Common Council minutes.
- b. Place the following minutes on file:
  - (1) Finance/Purchasing & Building Committee – 11/24/20
- c. Place the following reports on file:
  - (1) Fire Department Report – October 2020
  - (2) Fire Department Report – November 2020
  - (3) Bank Reconciliation – November 2020
  - (4) Revenue & Expense Report – November 2020
  - (5) Inspection Department Report – November 2020
  - (6) Police Department Report – November 2020

Carried.

There were no mayoral appointments.

Mayor Ward introduced and read in title only second reading of ordinance re: Repeal and recreate Section 20.175(1) of Municipal Code. Wiederanders/Williams to approve. Carried.

Mayor Ward introduced and read in title only second reading of ordinance re: Section 2.01 of the Municipal Code (Replacing Vacant Aldermanic Seat.) Nault/Bacon to approve. Carried.

#### RECOMMENDATION

We, the Communication Protection and Services Committee, hereby recommend to approve deactivating the emergency warning sirens in the City of Sturgeon Bay.

#### COMMUNITY PROTECTION AND SERVICES COMMITTEE

By: Dan Williams, Chr.

Introduced by Williams, stating the sirens intended use was to warn people outside. In recent years, cell phones have alerted us sooner than the sirens. Fire Department, Sturgeon Bay Utilities and Bay Electronics check different functions of the sirens to make sure they are operating properly. Two sirens are in need of substantial repairs and within the next couple of years all will need to be replaced with an approximate cost of \$25,000 each. Other communities around the state have been eliminating their sirens. Sturgeon Bay Utilities will remove sirens at no cost to the City. Williams/Reeths to de-energize the Warning Sirens in the City of Sturgeon Bay and provide education to the public as to where accurate and timely information regarding emergency notification can be obtained. Additional discussion took place in regards to timeframe of educational mailings and use of operating funds not utilized. Motion carried.

## RECOMMENDATION

We, the Finance/Purchasing & Building Committee, hereby recommend to approve the second amendment to the development agreement between the City of Sturgeon Bay and the Sturgeon Bay Historical Society.

### FINANCE/PURCHASING & BUILDING COMMITTEE

By: Helen Bacon, Chr.

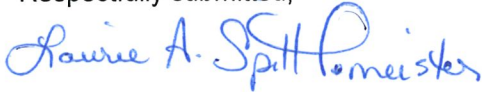
Bacon/Williams to approve. City Attorney Kalny gave a brief background of the development agreement and first amendment between the City of Sturgeon Bay and Sturgeon Bay Historical Society. With the addition of the second amendment, most of the first amendment is still in effect. Mr. Kalny continued to outline the second amendment to the agreement. Carried with Nault and Reeths voting no.

City Administrator VanLieshout gave his report.

Mayor Ward gave his report.

Bacon/Nault to adjourn. Carried. The meeting adjourned at 7:16 p.m.

Respectfully submitted,



Laurie A. Spittlemeister  
Deputy Clerk/Treasurer

STURGEON BAY UTILITIES  
Regular Meeting  
September 8<sup>th</sup>, 2020

President Stewart Fett called the regular meeting of the Utilities Commission to order at 12:00 p.m. via video conference. Roll call: President Stewart Fett, Commissioners Dan Williams, Steve Christoferson, Cindy Weber, Gary Nault, and Seth Wiederanders were present. Mayor David Ward was excused. Also present were General Manager James Stawicki, Operations Manager Cliff White, and Electric Supervisor Jason Bieri.

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

Wiederanders/Weber to approve the minutes of the regular Commission meeting held on August 11th, 2020. Motion carried.

The Commission proceeded to review the bills for August in the amount of \$2,077,851.09. Fett/Christoferson to approve payment of the bills. Motion carried.

The July 2020 financials were presented. Weber/Wiederanders to accept the financials. Motion carried.

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

Operations Manager White then presented for consideration, bids for replacement of water and sewer mains on Shorecrest Dr. With five bids received, Nault/Williams to accept the bid from DeGroot, Inc. for main replacement and road re-paving of a portion of Shorecrest Dr. in the amount of \$345,141.35. Motion carried.

The next agenda item regarding consideration of bid for rehabilitation of the .35 MM gallon ground storage tank at Big Hill was withdrawn by staff due to revisions to the original bid resulting from a bid calculation error on the part of the contractor.

The operations report was presented by Operations Manager White. Included in the operations report was an update on discussions with stakeholders regarding the need for replacement of the receiving station at the wastewater treatment plant as well as funding of said improvements. Fett/Christoferson to accept the operations report for August. Motion carried.

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

- a) Adjustments
- b) Focus on Energy report
- c) Bill payment kiosk

Wiederanders/Williams to adjourn. Motion carried. The meeting adjourned at 12:47 p.m.

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Steve Christoferson  
Secretary

Approved for publication:

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Stewart Fett  
President

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

---

James Stawicki  
General Manager

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

STURGEON BAY UTILITIES  
Regular Meeting  
October 13<sup>th</sup>, 2020

President Stewart Fett called the regular meeting of the Utilities Commission to order at 12:00 p.m. via video conference. Roll call: President Stewart Fett, Mayor David Ward, Commissioners Dan Williams, Steve Christoferson, Cindy Weber, Gary Nault, and Seth Wiederanders were present. Also present were General Manager James Stawicki, Operations Manager Cliff White, Electric Supervisor Jason Bieri and recording secretary Laurie Bauldry.

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

Wiederanders/Nault to approve the minutes of the regular Commission meeting held on September 8th, 2020. Motion carried.

Election of Commission Officers was next on the agenda. It was announced that Cindy Weber would be resigning from the Commission after November's meeting. Ward/Williams to nominate Stewart Fett as President, Steve Christoferson as Vice President and to leave the Secretary position open until a later date and to close nominations and cast a unanimous vote. Motion carried.

The Commission proceeded to review the bills for September in the amount of \$2,210,383.56. Fett/Christoferson to approve payment of the bills. Motion carried.

The August 2020 financials were presented. Ward/Weber to accept the financials. Motion carried.

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

Next was consideration of a voluntary capital contribution to ATC. The contribution of \$12,258 is due on October 31<sup>st</sup>, 2020. Williams/Christoferson to approve the ATC contribution of \$12,258 due October 31<sup>st</sup>, 2020. Motion carried.

Next the Commission considered the sale of an unusable parcel of land to Crossroads at Big Creek for one dollar. The property (#281-96241000104) is adjacent to Hwy 42/57 and Crossroads. It is similar in size and location to a property recently donated by the City to Crossroads. Weber/Nault to approve the property transfer to Crossroads subject to City Council approval. Motion carried.

The operations report was presented by Operations Manager White. Included in the operations report was an update on discussions with stakeholders regarding the need for replacement of the receiving station at the wastewater treatment plant as well as funding of said improvements. Fett/Christoferson to accept the operations report for September. Motion carried.

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

- a) Adjustments
- b) Focus on Energy report

Wiederanders/Ward to adjourn. Motion carried. The meeting adjourned at 12:43 p.m.

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Steve Christoferson  
Secretary

Approved for publication:

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Stewart Fett  
President

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

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James Stawicki  
General Manager

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

**POLICE AND FIRE COMMISSION**

October 29, 2020

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 Hurley, Commissioner Herdina and Commissioner Spritka were present. Also present from City Hall was Chief Dietman and Assistant Chief Montevideo.

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

1. Call to Order
2. Roll Call
3. Adoption of Agenda
4. Approval of Minutes from September 18, 2020
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 Part-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 Part-time Firefighters
8. Approve Hiring of Part-time Firefighters
9. Adjourn

*All ayes. Carried.*

**Approval of Minutes:**

*Moved by Commissioner Herdina, seconded by Commissioner Spritka to approve the minutes from September 18, 2020 meeting. All ayes. Carried.*

**Convene in Closed Session:**

*Moved by Commissioner Spritka, seconded by Commissioner Herdina to convene in closed session. All ayes. Carried.*

Roll Call: Dave Poulton, Sandy Hurley, Michael VanDyke, Barb Herdina 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. Carried.*

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

**Establish an Eligibility List for Part-time Firefighters**

*Moved by Commissioner Hurley, seconded by Commissioner Herdina to create an eligibility list for part-time Firefighter positions. The list, in alphabetical order, consists of Aaron Bley, Isaiah Scudder and Ryan Zoromski. All ayes. Carried.*

**Approve Hiring of Part-time Firefighters**

*Ryan Zoromski was approved; Isaiah Scudder's approval is pending reference check and follow-up.*

**Adjourn:** *Moved by Commissioner VanDyke, seconded by Commissioner Herdina to adjourn. All ayes. Carried. Time of 5:22 p.m.*

Respectfully submitted,

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

Sarah Spude-Olson  
Office Manager

**FINANCE/PURCHASING & BUILDING COMMITTEE**  
**December 8, 2020**

A meeting of the Finance/Purchasing & Building Committee was called to order at 4:02 pm by Chairperson Bacon in the Council Chambers, City Hall. Roll call: Alderpersons Bacon, Wiederanders and Williams were present. Ald. Wiederanders appeared by zoom and Alders. Bacon and Williams appeared in person. Also present: Alder. Gustafson, City Administrator Van Lieshout, City Treasurer/Finance Director Clarizio, City Attorney Kalny and Office Accounting Assistant II 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: Second Amendment to the Development Agreement between the City of Sturgeon Bay and the Sturgeon Bay Historical Society.
5. Consideration of: Memo of Understanding between the City and Bay Shipbuilding/Fincantieri Re: Beautification of 3<sup>rd</sup> Avenue.
6. Review bills.
7. Adjourn.

Carried.

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

Consideration of: Second Amendment to the Development Agreement between the City of Sturgeon Bay and the Sturgeon Bay Historical Society.

City Administrator Van Lieshout explained that when the City and Sturgeon Bay Historical Society entered into the development agreement for the use of the land occupied by the grain elevator, various requirements were outlined. All the requirements have been satisfied. The Sturgeon Bay Historical Society has revised their plans moving the project from a restoration to a renovation. He stated the purpose now is to amend the development agreement to incorporate the revised plans and details moving forward. City Attorney Kalny summarized the history of the development agreement from its inception, including the various provisions and outlined points of the proposed second amendment. The Committee questioned Mr. Kalny regarding various aspects of the proposed amendment, such as the progress of a remediation agreement, the role of the park department as to building maintenance and restroom responsibilities, fire access easement, and timeline. Mr. Kalny commented that because the granary property is in a submerged area, the uses are limited to non-profit.

Moved by Alderperson Williams, seconded by Alderperson Wiederanders to recommend to Common Council to approve the second amendment to the development agreement between the City of Sturgeon Bay and the Sturgeon Bay Historical Society as presented. Carried.

Consideration of: Memo of Understanding between the City and Bay Shipbuilding/Fincantieri Re: Beautification of 3<sup>rd</sup> Avenue.

City Administrator VanLieshout explained that during the permitting process for an expansion project Bayship/Fincantieri is planning, the Zoning Board of Appeals and Plan Commission imposed the condition that Fincantieri is required to complete a beautification plan along their 3<sup>rd</sup> Avenue frontage. He stated that during the 2021 budget process the City approved funds to participate in the development

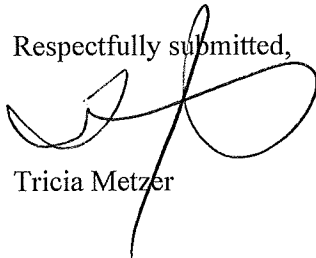
of the 3<sup>rd</sup> Avenue beautification project. This memo of understanding is to clarify the expectations of the City from Fincantieri. The Committee discussed various aspects of the memo but specifically the exact areas for improvement. The consensus of the Committee was to gain clarification from Fincantieri as to the specific improvement areas, in addition to the project timeline and bring back to the Committee.

Review bills

Moved by Alderperson Wiederanders, seconded by Alderperson Williams 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 4:55pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'Tricia Metzger', written over the text 'Respectfully submitted,'.

Tricia Metzger

**POLICE AND FIRE COMMISSION**

December 14, 2020

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

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

1. Call to Order
2. Roll Call
3. Adoption of Agenda
4. Approval of Minutes from October 29, 2020
5. Consideration of: Determination of Length of Fire Lieutenant Eligibility List from November 4, 2019
6. Consideration of: Sergeant of Police Promotional Police
7. Consideration of: Date for Sergeant of Police Promotion Interviews
8. Discussion of: Police and Fire Commission Rules and Regulations
9. Adjourn

*All ayes. Carried.*

**Approval of Minutes:**

*Moved by Commissioner Hurley, seconded by Commissioner Herdina to approve the minutes from October 29, 2020 meeting. All ayes. Carried.*

**Consideration of: Determination of Length of Fire Lieutenant Eligibility List from November 4, 2019:**

Fire Chief Dietman indicated the November 4, 2019 eligibility list doesn't have a defined expired date which is normally 1 year. Fire Chief Dietman would like the committee to consider 18 months. Commissioner VanDyke stated maximum 1 year is in the rules, however indicates there can be a 6-month extension.

*Moved by Commissioner Hurley, seconded by Commissioner Herdina, on April 8, 2020 per section G, item 4 to extend Fire Lieutenant Eligibility List 6 months beyond November 4, 2019. All ayes. Carried.*

**Consideration of: Sergeant of Police Promotional Process:**

Police Chief Henry stated in conversation with the Police Union it's been asked to update the promotional process for Sergeant. Would like to see civic duties, and promotional evaluation as additional steps, along with seniority, testing, and the interview. It was asked if the Collective Bargaining Agreement was signed, which Police Chief Henry indicated it has. Commissioner VanDyke questioned if Police Chief Henry was aware of others using the same procedure, which he was not however indicated this would be an improvement to what is currently in place. Commissioner Poulton asked if the testing percentages seemed fair, which Police Chief Henry agreed with.

*Moved by Commissioner Herdina, seconded by Commissioner Spritka to accept the update on Sergeant of Police Promotional Process. All ayes. Carried.*

**Consideration of: Date for Sergeant of Police Promotion Interviews:**

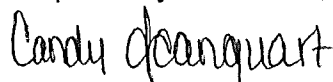
Police Chief Henry suggested testing the first week of January, looking at January 5<sup>th</sup> or January 7<sup>th</sup>, 2021 for dates. Commissioner Hurley estimated the interviews to be 2 ½ hours. Commissioner Herdina will be available by zoom. Police Chief Henry suggested starting at 2:00 pm.

**Discussion of: Police and Fire Commission Rules and Regulations:**

Fire Chief Dietman is still communicating with League of Municipalities on getting a sample policy. Commissioner VanDyke requested when the Bargaining Agreement is updated to make this committee aware of the changes. Commissioner Hurley and Commissioner VanDyke both requested this agenda item be placed on future agendas until resolved.

**Adjourn:** *Moved by Commissioner Hurley, seconded by Commissioner Herdina to adjourn. All ayes. Motion carried. Time of 4:28 p.m.*

Respectfully submitted,



Candy Jeanquart  
SBPD Police Assistant

AESTHETIC DESIGN AND SITE PLAN REVIEW BOARD  
Monday, December 14, 2020

The Aesthetic Design and Site Plan Review Board meeting was called to order at 6:00 p.m. by Chairperson Dennis Statz in the Council Chambers, City Hall, 421 Michigan Street.

**Roll Call:** Members Jon Burk, Cheryl Frank, Dave Augustson, Dennis Statz, Rick Wiesner and Kelsey Fox were present. Excused: Member Mark Struck. Also present were Community Development Director Marty Olejniczak, Planner/Zoning Administrator Christopher Sullivan-Robinson, and Community Development Secretary Cheryl Nault.

**Adoption of Agenda:** Moved by Mr. Burk, seconded by Mr. Augustson to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from October 26, 2020.
4. Consideration of: Facade changes to Zoerb's Paint and Decorating, 49 S. Madison Avenue.
5. Consideration of: Facade and site improvements for Virlee Gunworks, 1019 Egg Harbor Road.
6. Consideration of: Roof pitch request from Thomas and Pamela Sadowske for a manufactured home to be located on the northeast corner of S. 16<sup>th</sup> Place and Texas Place.
7. Adjourn.

All ayes. Carried.

**Approval of minutes from October 26, 2020:** Moved by Mr. Augustson, seconded by Ms. Fox to approve the minutes from October 26, 2020. All ayes. Carried.

**Consideration of: Facade changes to Zoerb's Paint and Decorating, 49 S. Madison Avenue:** Mr. Sullivan-Robinson stated that Mr. Statz had brought to his attention that some changes were being done to the Zoerb's building. The canopy on the first floor was removed, blue siding was added in replace of the canopy, new transom windows were installed into the existing spaces on the first floor, as well as four windows installed on the second floor that were smaller than the actual window space. Blue siding and white vinyl trim was added to fill the gaps around those windows.

Tom Cofrin, owner of Zoerb's, explained that the canopy was old and a panel had fallen off. He had called Brian Lackie to see if he could repair it. It was unrepairable. They removed the awning and ended up using the same siding and color to match Terry Wulf's building on the next block. They tried to make it look as old as possible. Mr. Lackie installed the largest size windows that he could buy off the shelf.

Ms. Fox liked the idea of using a similar look from down the street.

Mr. Wiesner stated that he liked the first floor, but the windows on the second floor don't fit the building.

Mr. Statz told Mr. Cofrin that he should have come to the Board before any work was completed.

Mr. Cofrin apologized for not getting approvals before things were done. Mr. Lackie had purchased the largest windows he could while the lift and crew were still available to do the work. It wasn't intended to shorten up the windows or to save money. As long as they were there, they did the windows, too.

Mr. Statz stated that it did look refreshing and didn't destroy anything. The window frames and sills are still there. Windows can be made to fit.

Mr. Cofrin said that he had no intention of replacing the windows in the back of the building. Mr. Wiesner suggested that if he did replace the windows in back of the building in the future, the new windows in the front could be used in the back and then new windows could be installed that would fit the opening. Mr. Cofrin agreed to doing that.

A short discussion was held. Moved by Mr. Statz, seconded by Mr. Burk to grant a certificate of appropriateness as presented. Carried, with Mr. Augustson voting no. Carried.

**Consideration of: Facade and site improvements for Virlee Gunworks, 1019 Egg Harbor Road:** Steve Estes, owner of the property, and Dave Phillips, representing Bayland Buildings, explained that Scott Virlee from Virlee Gunworks, would like to construct a 10,000 square-foot gun range in the front part of the building. They will be occupying 28,000 square feet of the 140' x 200' building. They will be selling guns, ammunition, and provide a classroom for hunter's safety classes. There will be all new bathrooms, heating and cooling, insulation, and flooring, as well as a bullet-proof and sound-proof lining. The facade will be cleaned up and the outside of the building and entranceway will be repainted using a grey color, with the addition of a black and yellow colors to match their store in New Franken. The exhaust fans will be removed. New glass entry doors will be installed. A valance will be placed over the entry doors and classroom door. Lighting will be placed over the doorways and on the signage. Dumpsters will be moved to the side of the building and enclosed. The whole parking lot will be repaved and lines added in summer 2021.

Mr. Estes added that new outdoor downward lighting will be installed in the parking lot. He hopes to redevelop the rest of the property. They will not install larger windows due to safety concerns. Bars will also be added to the windows. In the shooting range, customers will not be shooting at paper, but they will be shooting at images.

Mr. Burk questioned if there was anything in the code regarding misfire in the City limits. Mr. Sullivan-Robinson responded that it is all state regulated under the building code.

Mr. Olejniczak questioned the existing guard rail in front of the building. Mr. Estes responded and said that was there to prevent anyone from driving into the building. It was suggested to add some type of landscaping in front of the guard rail.

Mr. Augustson also suggested adding landscaping to the right of the classroom door for the length of the building.

Discussion continued. Moved by Mr. Augustson, seconded by Ms. Fox to grant a certificate of appropriateness as presented, subject to landscaping being added to the south of the classroom door for the length of the building. Signage would need to be approved at a different meeting. All ayes. Carried.

**Consideration of: Roof pitch request from Thomas and Pamela Sadowske for a manufactured home to be located on the northeast corner of S. 16<sup>th</sup> Place and Texas Place:** Mr. Sullivan-Robinson stated that the Sadowske's would like to place a single-family home on a vacant lot on the corner of S. 16<sup>th</sup> Place and Texas Place. In the zoning code, there is a section regarding the general aesthetics code for single-family homes. The code was put in place to limit certain types of manufactured homes on residential lots. There is one exception to have a lesser pitch if approved by the Aesthetics Board. He did a calculation of the different roof pitches in the neighborhood. The applicant is seeking approval for a 3/12 pitched roof. He felt that the general home would fit in the neighborhood. The house will be placed on a slab.

Mr. Augustson pointed out that the engineering submitted from North County Homes states the roof has a 2.3/12 pitch. He thought it looked like 85% of the roof was 2.3. The whole roof would have to be rebuilt. If a garage was added, the garage height would have to be the same as the house.

Mr. Sadowske said that because of the multiple roof pitches that was the only engineering they had. They like the house because of the multiple pitches. There are areas with a 2.3/12 pitch and other areas with a 3/12 pitch. Other models are available with a 3/12 pitch that come in sections and would need to have a foundation. He and his wife both have bad knees and wanted to only install a slab. There would be a 2-foot crawl space. The reason for wanting that lot is because the neighborhood has that type of look. A higher pitched roof would bump up the price of the home another \$50,000. The cost of this home is \$105,000.00.

Mr. Wiesner noted that the house next door to this lot is assessed at \$150,000. If you add the cost of the lot and garage, the assessed value would be similar. It is just that the roof is so flat.

Mr. Sadowske asked that if the roof is designed for the snowload, is it that much of a deal for a 2.3/12 or a 3/12 verses a 4/12 pitch? If the home is placed where other homes have the same general look and price range, is the roof pitch that big of a deal?

Mr. Statz responded that there are quite a few homes in that neighborhood that have a 4/12 pitch. A 2.3/12 pitch is a pretty shallow pitch. It really is about aesthetics.

Mr. Olejniczak stated that the rules were designed to force manufactured homes to blend in with stick-built homes. Is this really a 2.3/12 pitch and is it too flat to be aesthetically compatible?

Mr. Augustson didn't think that with a 2.3/12 pitch it would visually fit in the neighborhood. He didn't think that even a 3/12 pitch would. The garage should not be dominant.

Mr. Statz suggested that the Sadowske's look for something with more of a pitch and if it has to be under 4/12 to come back to the Board.

After further discussion, it was moved by Mr. Augustson, seconded by Ms. Fox to deny the request for a certificate of appropriateness. All ayes. Carried.

Mr. Olejniczak told Mr. Sadowske that the Board's decision can be appealed to the Common Council.

**Adjourn:** Moved by Mr. Burk, seconded by Mr. Wiesner to adjourn. All ayes. Carried. The meeting adjourned at 7:03 p.m.

Respectfully submitted,



Cheryl Nault  
Community Development Secretary



BOARD OF PUBLIC WORKS  
December 15, 2020

A meeting of the Board of Public Works was called to order by Chair Bacon at 5:31 p.m. Roll call: Members Bacon, Williams, Gustafson, Nault, Wiederanders, Reeths and Ward were present. Ald. Bacon, Williams, Gustafson, Nault, Reeths and Mayor Ward appeared in person. Ald. Wiederanders appeared virtually via Zoom. Ald. Statz arrived at 5:58 p.m.

Nault/Gustafson to adopt agenda.

1. Call to order.
2. Roll call.
3. Adoption of agenda.
4. Consideration of: Approval of Five Year Capital Plan and 2021 Roadway Improvements.
5. Adjourn.

Carried.

City Engineer Shefchik summarized the road improvement projects for 2020. Those projects extended the budget by \$16,000 and completed 2.6 miles of roadway. He continued with explaining the PASER roadway rating system, which is done every other year. The ratings currently being used were done in 2019.

Mr. Shefchik outlined the proposed 2021 Roadway Improvement, they are listed as follows:

1. S Neenah Avenue (300' south of E Maple Street to E Yew Street)
2. Memorial Drive (from 3<sup>rd</sup> Avenue to S 9<sup>th</sup> Avenue)
3. S 9<sup>th</sup> Avenue (Memorial Drive to Texas Street)
4. N 18<sup>th</sup> Avenue (Michigan Street to Iowa Street)
5. Alabama Street (N 15<sup>th</sup> Place to N 18<sup>th</sup> Avenue)
6. Florida Street (N 6<sup>th</sup> Place to N 8<sup>th</sup> Avenue)
7. N 7<sup>th</sup> Avenue (Florida Street to Georgia Street)
8. N 6<sup>th</sup> Place (Florida Street to Erie Street)
9. N 6<sup>th</sup> Avenue (Belmar Street to Delaware Street)
10. Belmar Street (N 5<sup>th</sup> Avenue to N 6<sup>th</sup> Avenue)
11. Alabama Street (N 3<sup>rd</sup> Avenue to N 5<sup>th</sup> Avenue)
12. N 4<sup>th</sup> Avenue (Alabama Street to 525' south of Alabama Street)
13. Intersection of S 18<sup>th</sup> Place and Memorial Drive

The proposed 2021 capital roadway improvement projects expected to use approximately \$983,476 of the \$991,075 budgeted. The 2021 roadway improvements are projected to complete 2.56 miles of roadway.

Ald. Statz arrived at 5:58 p.m.

Mr. Shefchik outlined the five year Capital Plan.

Williams/Reeths to approve the five-year capital plan, including the authorization for the preparation of bid documents for the 2021 capital roadway improvement projects as described. Carried.

Gustafson/Wiederanders to adjourn. Carried. Meeting adjourned at 6:10 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Laurie A. Spittlemeister". The signature is written in a cursive, flowing style.

Laurie A. Spittlemeister  
Deputy Clerk/Treasurer

**BEVERAGE OPERATOR LICENSE:**

1. Ebel, Luke G.
2. Englebert, Kayla L.
3. Export, Jalisa M.
4. Gorectke, Mallissa M.
5. Goerectke, Monica R.
6. Heikkila, John E.
7. Keller, Kimberly A.
8. Klassa, Ariel L.
9. Laxo, Angelica R.



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

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

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

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December 17, 2020

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

Ms. Reinhardt:

We, the undersigned, have received a request for certification of compliance for the following:

Jandu Petroleum Inc  
DBA – Jandu Petroleum I  
1767 Egg Harbor Road  
Sturgeon Bay, WI 54235  
Class A Beer & Class A Liquor  
January 6, 2021 – June 30, 2021

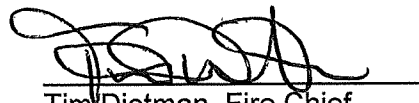
Jandu Petroleum Inc  
DBA – Jandu Petroleum II  
222 South Madison Avenue  
Sturgeon Bay, WI 54235  
Class A Beer  
January 6, 2021 – June 30, 2021

Jandu Petroleum Inc  
DBA – Jandu Petroleum III  
154 North 4<sup>th</sup> Avenue  
Sturgeon Bay, WI 54235  
Class A Beer  
January 6, 2021 – June 30, 2021

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



Clint Henry, Police Chief  
City of Sturgeon Bay



Tim Dietman, Fire Chief  
City of Sturgeon Bay

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



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

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

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

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December 17, 2020

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

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---

Clint Henry, Police Chief  
City of Sturgeon Bay

---

Tim Dietman, Fire Chief  
City of Sturgeon Bay

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

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

We, the Finance/Purchasing & Building Committee, hereby recommend to approve the memorandum of understanding between the City of Sturgeon Bay and Bayship/Fincantieri for the 3<sup>rd</sup> Avenue beautification plan as presented.

Respectfully submitted,

FINANCE/PURCHASING & BUILDING  
COMMITTEE

By: Helen Bacon, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: December 29, 2020.

\*\*\*\*\*

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

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

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

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.



City of Sturgeon Bay  
421 Michigan Street  
Sturgeon Bay, WI 54235  
jvanlieshout@sturgeonbaywi.org

Joshua J. Van Lieshout  
City Administrator

920-746-6905 (Voice)  
920-746-2905 (Fax)

## Memorandum

To: Finance Committee

From: Josh Van Lieshout, Administrator

Re: Agenda Item

Date: December 22, 2020

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**Item:** Consideration of: Memo of Understanding between the City and Bay Shipbuilding/Fincantieri Re: Beautification of 3<sup>rd</sup> Avenue

**Discussion:** During the review and permitting process of the recent Fincantieri/Bay Ship (FBS) expansion plans, a condition was imposed by the Zoning Board of Appeals, and later a similar condition by the Plan Commission as part of a rezoning. The conditions imposed require FBS to complete a beautification plan incorporating FBS's 3<sup>rd</sup> Avenue frontage through a cooperative effort with the City of Sturgeon Bay. During the formulation of the 2021 Budget, the Common Council budgeted funds to participate in development of this plan for the 3<sup>rd</sup> Avenue Corridor.

As a result of these actions, staff met with representatives of FBS and agreed that a memorandum of understanding between the City and FBS would be an appropriate means to provide a framework for the plan, planning process and City participation. This MOU sets the framework for the project and the City's relationship and investment.

**Recommendation:** To recommend approval to the Common Council.

## MEMORANDUM OF UNDERSTANDING

### 1. PARTIES

This Memorandum of Understanding ("MOU") is made on \_\_\_\_\_, 202\_ (the "Effective Date") between:

**Fincantieri Marine Group, d/b/a Fincantieri Bay Shipbuilding**, with a principal place of business located at 605 North Third Avenue, Sturgeon Bay, Wisconsin 54235 (hereinafter referred to as "FBS"), and

**The City of Sturgeon Bay**, with a principal place of business located at 421 Michigan Street, Sturgeon Bay, Wisconsin 54235 (hereinafter referred to as "the City").

For purposes of this MOU, FBS and the City shall individually be referred to as a "Party" and collectively as the "Parties".

### 2. BACKGROUND

FBS is expanding its production facilities with modifications and additions of buildings in its shipyard. As part of this process, FBS is required to provide and implement a beautification plan (the "Plan") for portions of those properties re-zoned from Central Business District (C-2) to Heavy Industrial (I-2) on November 3, 2020 in the City's right-of-way adjacent to Third Avenue south of Iowa Street (commonly described as being the area between 325 N. 3<sup>rd</sup> Ave and Iowa Street). The City has expressed a desire to participate, using City funds. FBS may choose to expand the Plan to other areas of its properties to continue the aesthetic improvements and community education of the City's shipbuilding history.

### 3. OBLIGATIONS

FBS shall provide the City with the Plan, including the specific areas to be affected, anticipated improvements to be made, and an estimated schedule for each improvement. FBS will seek input from the City as part of its Plan, as well as from the community through various means, which may include public workshops and digital surveys. FBS shall comply with all current City ordinances and any applicable laws and regulations from other organizations.

### 4. EXPENSES

The costs of the Plan shall be borne solely by FBS. It is understood that the City intends to invest its own funds in relation to the Plan, but the intent of such an investment is to extend beautification to areas outside of the Plan.

### 5. ENGINEERING & PLANNING

FBS intends to seek the assistance of an outside company in preparing to execute the Plan (a "Consultant"). FBS shall solely decide who it shall contract with as its Consultant. Regardless of the Consultant used, the Parties acknowledge that the City has previously worked with numerous companies on unrelated projects which FBS may hire as its Consultant, and for the Plan, the Consultant shall report directly to FBS and any input from the City shall be provided



directly to FBS and not to the Consultant. FBS shall undertake the planning aspects of the project within six (6) months of the Effective Date of this MOU.

#### 6. CONFIDENTIALITY

FBS is aware that the City is bound by Wisconsin Open Records Laws. In light of that, FBS intends to limit any "**Confidential Information**" that it may share with the City, which would include information, whether in writing, orally or by observation, and whether or not marked as confidential, that contains proprietary technical, financial or other competitive-sensitive information. In the event that the City or its employees become privy to Confidential Information from FBS, it is understood that the City and affected employees shall maintain the confidentiality as much as legally possible.

#### 7. TERM

This MOU, unless extended by the Parties in writing, shall terminate one (1) year from the Effective Date, provided, however, that either Party may terminate this MOU before that date by providing fifteen (15) calendar days written notice to the other Party. The obligations of the Parties set forth in this MOU shall survive the expiration or termination of this MOU.

#### 8. GOVERNING LAW

This MOU shall be governed by and interpreted in accordance with the laws of the State of Wisconsin. Each Party irrevocably consents to the exclusive jurisdiction of the Circuit Court of Door County, Wisconsin.

#### 9. AMENDMENT; ASSIGNMENT

This MOU contains the entire understanding between the Parties and supersedes all prior and contemporaneous communications between the Parties with respect to the Plan. No change to this MOU shall be binding unless in writing and signed by an authorized representative of each Party. Neither Party shall assign or transfer any of its rights or obligations under this MOU without the prior written consent of the other Party.

**Fincantieri Marine Group d/b/a  
Fincantieri Bay Shipbuilding**

**City of Sturgeon Bay**

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_