

CITY OF STURGEON BAY
FINANCE/PURCHASING & BUILDING COMMITTEE
TUESDAY JUNE 28, 2022
Council Chambers, City Hall - 421 Michigan Street
4:00pm

1. Roll call.
2. Adoption of agenda.
3. Public comment on agenda items and other issues related to finance & purchasing.
4. Consideration of: Artist Stipend.
5. Consideration of: Artist Stipend for Steven Haas.
6. Review bills.
7. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Notice is hereby given that a majority of the City Committees may be present at this meeting to gather information about a subject over which they have decision-making responsibility. If a quorum of a Committee, does attend, this may constitute a meeting of the aforementioned Committee and is noticed as such, although no formal action will be taken at this meeting.

Posted:
Date: 06/23/22
Time: 2:45pm
By: TM

Finance/Purchasing & Building Committee Members:
Helen Bacon, Chair
Seth Wiederanders, Vice Chair
Dan Williams

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

TO FINANCE COMMITTEE:

We, the Joint Parks and Recreation Committee/Board, hereby recommend to Finance to research and review the recommendation from the Local Arts Board to approve paying a \$750 stipend to artists with art on loan to the City, and forward to Common Council.

Respectfully submitted,

Joint Parks and Recreation Committee/Board
By: Helen Bacon, Chr.

RESOLVED, that the foregoing recommendation be adopted.

Dated: May 25th, 2022

* * * * *

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

Passed by the Council on the _____ day of _____, 2021.

CITY OF STURGEON BAY
JOINT PARKS AND RECREATION COMMITTEE / BOARD MEETING
Wednesday, May 25, 2022
Council Chambers, City Hall, 421 Michigan Street
5:30 P.M.

A meeting of the Joint Parks and Recreation Committee / Board was called to order at 5:30 P.M. by Chairperson/Ald. Helen Bacon, in Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Members present were Ald. Helen Bacon, Ald. Gary Nault, Chris Larsen, Marilyn Kleist, George Husby, Jay Renstrom, Director of Municipal Services Mike Barker and Ald. J. Spencer Gustafson. Randy Morrow was absent. Also present was City Administrator Josh VanLieshout and Municipal Services Secretary Patty Quinn.

Adoption of the Agenda: A motion was made by Ald. Gustafson and seconded by Mr. Renstrom to adopt the agenda with corrected item numbering as shown below.

1. Roll call
2. Adoption of Agenda
3. Review of Minutes of April 27, 2022
4. Public Comment on Agenda Items
5. Discussion on weigh-on-the-water with Fishing Tournaments
6. Review of Minutes from the Local Arts Board Meeting of April 20, 2022
7. Discussion on dedications on Graham Park and Confluence, Westside Waterfront Promenade and Woolly Mammoth
8. Recommendation from the Local Arts Board to approve paying a \$740 stipend to artists with art on loan to the City
9. Recommendation from the Local Arts Board to approve paying a \$740 stipend to artist Steven Haas for "Crosswind Approach"
10. Director's report
11. Adjourn

All in favor. Carried.

Review of Minutes of April 27, 2022: No Comments.

Public Comment on Agenda Items: No public comments.

Discussion on weight-on-the-water with Fishing Tournaments: The committee/board spoke about the recent fishing tournaments held at Sawyer Park and their outcomes. Details were provided on any parking/traffic problems and if anyone saw fish plagued with the bass virus. Comments had been gathered from several of the fishermen participating and they agreed that weigh-on-the-water is the preferred method. Fishing tournament rules that were updated last year were beneficial this year. It was determined that tournaments held at other areas not being held at Sawyer Park, cannot be regulated by the City. An updated version of the current Fishing Tournaments Rules and Regulations will be created and will be circulated for review at the next meeting.

Review of Minutes from the Local Arts Board Meeting of April 20, 2022: No comments on the minutes. Ald. Bacon provided an update on the Wisconsin Sea Grant mural project.

Discussion on dedications on Graham Park and Confluence, Westside Waterfront Promenade and Woolly Mammoth: The dedication at Graham Park and the water fountain, "Confluence", is set for June 3rd at 11 AM the Woolly Mammoth at Bay View Park is on June 11th at 9 AM. The Westside Waterfront Promenade dedication has already taken place.

Details were given to the members about the upcoming "Kick Off to Summer" being held at Sunset Park and hosted by the City.

Recommendation from the Local Arts Board to approve paying a \$750 stipend to artists with art on loan to the City: Background was provided on why stipends should be paid and on what situations could warrant a stipend and how this item would be budgeted.

A motion was made by Ald. Nault and seconded by Mr. Husby to take this Recommendation from the Local Arts Board to approve paying a \$750 stipend to artists with art on loan to the city, to the Finance Committee for research and review.

All in favor. Carried.

Recommendation from the Local Arts Board to approve paying a \$750 stipend to artist Steven Haas for "Crosswind Approach": A motion was made by Ald. Nault and seconded by Mr. Husby to take this Recommendation from the Local Arts Board to approve paying a \$750 stipend to artist Steven Haas for "Crosswind Approach", to the Finance Committee for research and review.

All in favor. Carried.

Director's report: Bids are opening up following week for the Bradley Lake restoration project.

Big Hill Park now has a gravel path that connects with 9th Avenue.

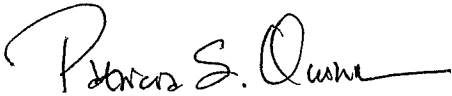
The Franke Park walkway has been closed to the public until further notice as it is unsafe. Plans to repair will need to be worked out as it is a DNR wetland.

Signage has been put up at the Dog Park and Woods Park.

Next Meeting Date: Wednesday, June 22, 2022 @ 5:30 P.M. – City Hall.

Motion by Ald. Nault and seconded by Mr. Larsen to adjourn. All in favor. Carried. Meeting adjourned at 6:50 P.M.

Respectfully submitted,



Patricia S. Quinn
Municipal Services Secretary

CITY OF STURGEON BAY
LOCAL ARTS BOARD MEETING
Wednesday, May 11, 2022
Council Chambers, City Hall, 421 Michigan Street
8:30 A.M.

A meeting of the Local Arts Board was called to order at 8:30 A.M., by Chairperson/Ald. Helen Bacon in Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Members present were Ald. Helen Bacon, Stephanie Trenchard, Margaret Lockwood and melaniejane. Claire Morkin was excused. Also present was Municipal Services Secretary Patty Quinn.

Adoption of the Agenda: Moved by Ms. Lockwood and seconded by Ms. melaniejane to adopt the agenda.

1. Roll Call
2. Adoption of the agenda
3. Review of Minutes from April 20, 2022
4. Chair's report
5. Public comment on agenda items
6. Discussion on planning a possible mural event/festival with artist Claire Erickson
7. Discussion on a call for artists in Green Bay
8. Consideration for approval to pay \$750 in stipends to artists with art on loan to the City
9. Consideration for approval to pay a \$750 stipend to artist Steven Haas for "Crosswind Approach"
10. Adjourn

All in favor. Carried.

Review of Minutes from April 20, 2022: No comments.

Chair's report: Sea Grant Mural – Ms. Lockwood and Ms. Trenchard will be part of the five-person selection committee and Jennifer Smith from the Sea Grant has sent out dates for this committee to meet. There are five applicants thus far and the last date to apply is May 15th.

Emily LaBonte is heading up the community participation mural to honor the Granary. The back wall of Bayside Bargains has been selected and hopes to wrap the design around the corner. Destination Sturgeon Bay is assisting and a date of July 28th was chosen and coincides with the City's Sidewalk Sales Day. Ms. LaBonte is playing with designs and will update Ald. Bacon once she has completed the final design.

There are three city dedications taking place this spring and summer and the first will be the Westside Waterfront on May 21st at 10 A.M. The next will be Graham Park and the water feature "Confluence" by Rob Soukup and will be held June 3rd at 11 A.M. The third dedication is for Woolly Mammoth at Bay View Park. A date has not been set yet but the artist and the Ice Age Trail people will be kept in the loop so that they can attend.

There is momentum for the purchase of Steven Haas' Crosswind Approach so that it can permanently remain on the waterside walkway in front of Stone Harbor. Information was provided on who is handling donations for that purchase.

It was brought to the attention of the LAB that the Steel Bridge Creative Foundation could potentially be used for grants and pass-through donations.

Public comment on agenda items: The public was not present for any comments.

Discussion on planning a possible mural event/festival with artist Claire Erickson: Ms. Erickson provided some background on how the Green Bay/Broadway Avenue event came to be and explained how artists were matched up to the walls of those businesses wishing to participate. Expectations by the business owners were described and she gave details on the length of the event, how supplies were obtained and how artists were compensated. A committee will be formed to plan such an event for the City and will include Ms. Erickson.

Discussion on a call for artists in Green Bay: Copies of Green Bay's Rotating Art Program were distributed to all that included the guidelines and the application. Interesting aspects of the application were discussed. The LAB members felt that they wanted to hold off on this kind of program for now.

Other possible sites for displaying loaned art that may be available around the City were brought up and some ideas on planning were discussed.

Consideration for approval to pay \$750 in stipends to artists with art on loan to the City: A motion was made by Ms. Lockwood, and seconded by Ms. melaniejane, for the approval to pay \$750 in stipends with art on loan to the City.

All in favor. Carried.

A recommendation for this approval will next go to the Joint Parks and Recreation Committee/Board for their approval.

Consideration for approval to pay a \$750 stipend to artist Steven Haas for "Crosswind Approach": A motion was made by Ms. Trenchard, and seconded by Ms. melaniejane, for the approval to pay a \$750 stipend to artist Steven Haas for "Crosswind Approach".

All in favor. Carried.

A recommendation for this approval will next go to the Joint Parks and Recreation Committee/Board for their approval.

Possible Items for next month's agenda:

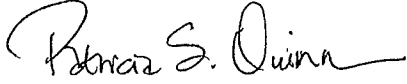
- Invite the City's Planning/Zoning Administrator, Christopher Sullivan-Robinson, to the next meeting to help the board in understanding any ordinances surrounding murals.

Next Meeting Date: Wednesday, June 15, 2022 @ 8:30 A.M. – Council Chambers, City Hall.

Motion to adjourn by Ms. Trenchard and seconded by Ms. Lockwood.

All in favor. Carried. Meeting adjourned at 9:35 A.M.

Respectfully submitted,

A handwritten signature in cursive script that reads "Patricia S. Quinn". The signature is written in black ink and is positioned above the printed name.

Patricia S. Quinn

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5

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

TO FINANCE COMMITTEE:

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Respectfully submitted,

Joint Parks and Recreation Committee/Board
By: Helen Bacon, Chr.

RESOLVED, that the foregoing recommendation be adopted.

Dated: May 25th, 2022

* * * * *

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

Passed by the Council on the _____ day of _____, 2021.

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Roll Call: Members present were Ald. Helen Bacon, Stephanie Trenchard, Margaret Lockwood and melaniejane. Claire Morkin was excused. Also present was Municipal Services Secretary Patty Quinn.

Adoption of the Agenda: Moved by Ms. Lockwood and seconded by Ms. melaniejane to adopt the agenda.

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All in favor. Carried.

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All in favor. Carried.

A recommendation for this approval will next go to the Joint Parks and Recreation Committee/Board for their approval.

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All in favor. Carried.

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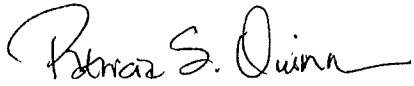
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Next Meeting Date: Wednesday, June 15, 2022 @ 8:30 A.M. – Council Chambers, City Hall.

Motion to adjourn by Ms. Trenchard and seconded by Ms. Lockwood.

All in favor. Carried. Meeting adjourned at 9:35 A.M.

Respectfully submitted,

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10. Director's report
11. Adjourn

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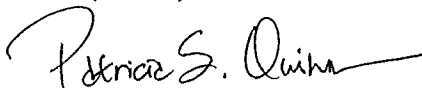
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Signage has been put up at the Dog Park and Woods Park.

Next Meeting Date: Wednesday, June 22, 2022 @ 5:30 P.M. – City Hall.

Motion by Ald. Nault and seconded by Mr. Larsen to adjourn. All in favor. Carried. Meeting adjourned at 6:50 P.M.

Respectfully submitted,



Patricia S. Quinn
Municipal Services Secretary

INVOICES DUE ON/BEFORE 07/05/2022

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
GENERAL FUND				
LIABILITIES				
19880	STURGEON BAY UTILITIES	TAX ROLL- EXTRA INTEREST	01-000-000-24340	122.13
19880		TAX ROLL	01-000-000-24340	763.49
KITTY	KITTY O'REILLY'S IRISH PUB	SIGN DEPOSIT REFUND/KITTY'S	01-000-000-23168	50.00
R0001365	SUN COMMUNITIES	PARKING FEES OVERPAYMENT	01-000-000-41300	36.58
R0001740	THOMAS THOMAS	SIGN DEPOSIT REFUND/THOMAS	01-000-000-23168	50.00
R0001741	REL & ASSOCIATES	SIGN DEPOSIT REFUND/REL ASSOC	01-000-000-23168	50.00
R0001743	RICHARD T NELSON	SIGN DEPOSIT REFUND/R NELSON	01-000-000-23168	50.00
TOTAL LIABILITIES				1,122.20
TOTAL GENERAL FUND				1,122.20
ADMINISTRATION				
17700	QUILL CORPORATION	5 CERTIFICATE PLAQUES @ 23.99	01-120-000-51950	119.95
TOTAL				119.95
TOTAL ADMINISTRATION				119.95
CITY HALL				
WARNER	WARNER-WEXEL LLC	CLEANING SUPPLIES/CITY HALL	01-160-000-51850	143.38
TOTAL				143.38
TOTAL CITY HALL				143.38
GENERAL EXPENDITURES				
08167	GANNETT WISCONSIN NEWSPAPERS	PUBLIC HEARING NOTICE	01-199-000-57450	39.70
08167		PUBLIC HEARING NOTICE	01-199-000-57450	87.12
08167		COUNCIL MIN PUBLICATION 3/15	01-199-000-57450	71.43
08167		COUNCIL MIN PUBLICATION 3/15	01-199-000-57450	120.24
08167		PUBLIC HEARING NOTICE	01-199-000-57450	22.22
08167		PUBLIC HEARING NOTICE	01-199-000-57450	39.35
08167		PUBLIC HEARING NOTICE	01-199-000-57450	38.65
08167		NOTICE OF JOINT REVIEW	01-199-000-57450	42.84
CEDARCO	CEDAR CORPORATION	S DULUTH AVE-COUNTY PORTION	01-199-000-51525	1,500.00
CEDARCO		S DULUTH AVE-CITY PORTION	01-199-000-57000	1,500.00
US BANK	US BANK EQUIPMENT FINANCE	06/22 FIRE COPIER W4572	01-199-000-55650	99.50
US BANK		06/22 FIRE COPY OVERAGE	01-199-000-55650	7.99
US BANK		06/22 ADMIN COPIER W6640	01-199-000-55650	116.00
US BANK		06/22 ADMIN COPY OVERAGES	01-199-000-55650	109.81
US BANK		SUPPLY FREIGHT	01-199-000-55650	27.00
TOTAL				3,821.85
TOTAL GENERAL EXPENDITURES				3,821.85

POLICE DEPARTMENT

INVOICES DUE ON/BEFORE 07/05/2022

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
15890	PACK AND SHIP PLUS	EVIDENCE TO CRIME LAB/22004787	01-200-000-57250	19.18
US BANK	US BANK EQUIPMENT FINANCE	06/22 POLICE COPIER W4120	01-200-000-55650	213.59
US BANK		06/22 POLICE COPY OVERAGE	01-200-000-55650	78.40
TOTAL				311.17
TOTAL POLICE DEPARTMENT				311.17
POLICE DEPARTMENT/PATROL				
04575	DOOR COUNTY HARDWARE	ASSORTED SUPPLIES	01-215-000-54999	26.95
04696	DOOR COUNTY TREASURER	05/22 FUEL CHARGES	01-215-000-51650	5,941.38
TOTAL				5,968.33
TOTAL POLICE DEPARTMENT/PATROL				5,968.33
POLICE DEPT. / INVESTIGATIONS				
SOUKREP	SOUKUP'S REPAIR	TOW VEHICLE IMPOUND/22004011	01-225-000-57950	145.00
TOTAL				145.00
TOTAL POLICE DEPT. / INVESTIGATIONS				145.00
FIRE DEPARTMENT				
FIRE DEPARTMENT				
04696	DOOR COUNTY TREASURER	05/22 FUEL CHARGES	01-250-000-51650	3,721.64
TOTAL FIRE DEPARTMENT				3,721.64
TOTAL FIRE DEPARTMENT				3,721.64
STORM SEWERS				
06012	FASTENAL COMPANY	MASONRY SAW BLADE	01-300-000-54999	144.35
TOTAL				144.35
TOTAL STORM SEWERS				144.35
STREET SWEEPING				
04545	DOOR COUNTY COOPERATIVE/NAPA	SERPENTINE BELTS	01-330-000-51400	57.33
MACQUEEN	MACQUEEN EQUIPMENT, LLC	A/C COMPRESSOR	01-330-000-51400	414.13
MACQUEEN		FREIGHT	01-330-000-51400	19.40
TOTAL				490.86
TOTAL STREET SWEEPING				490.86

INVOICES DUE ON/BEFORE 07/05/2022

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE
GENERAL FUND				
ROADWAYS/STREETS				
14825	NORTHEAST ASPHALT INC	14.02 TON ASPHALT	01-400-000-52200	1,016.45
TOTAL				1,016.45
TOTAL ROADWAYS/STREETS				1,016.45
STREET MACHINERY				
04545	DOOR COUNTY COOPERATIVE/NAPA	BRACKET	01-450-000-53000	34.82
ADVANCED	ADVANCED DISPOSAL	HEADLAMP/BATTERIES	01-450-000-53000	28.50
ADVANCED		OIL	01-450-000-53000	154.49
FLEETPRI	FLEETPRIDE	BRAKE CHAMBER	01-450-000-53000	187.44
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	PIN-CLIP/BALL MOUNT	01-450-000-53000	93.48
O'REILLY		DEF	01-450-000-52150	33.98
O'REILLY		TRAILER CABLE	01-450-000-52150	17.44
TOTAL				550.15
TOTAL STREET MACHINERY				550.15
CITY GARAGE				
AMERWELD	AMERICAN WELDING & GAS, INC	MONTHLY TANK RENTAL/FILL	01-460-000-58999	154.45
VIKING	VIKING ELECTRIC SUPPLY, INC	CONDUIT & CAPS	01-460-000-54999	207.47
VIKING		STRAP	01-460-000-54999	1.70
WISCO	WISCOLIFT, INC	2"X6' SLING	01-460-000-54999	27.19
WISCO		2"X8' SLING	01-460-000-54999	33.07
WISCO		HANDLING	01-460-000-54999	6.95
WISCO		FREIGHT	01-460-000-54999	20.40
TOTAL				451.23
TOTAL CITY GARAGE				451.23
HIGHWAYS - GENERAL				
RESLER	TROY RESLER	06/22 WORK BOOT REIMB/RESLER	01-499-000-56800	205.67
TOTAL				205.67
TOTAL HIGHWAYS - GENERAL				205.67
PARKS AND PLAYGROUNDS				
JILLOT	ETHAN JILOT	WORK BOOT REIMBURSE/JILOT	01-510-000-56800	67.50
LR STER	LR STERLING ENTERPRISES, LLC	GINGKO TREE -GRAHAM PARK	01-510-000-58450	550.00
O'REILLY	O'REILLY AUTO PARTS-FIRST CALL	FILTER WRENCH	01-510-000-51900	8.99
WARNER	WARNER-WEXEL LLC	CLEANING SUPPLIES-PARKS	01-510-000-51850	534.69
TOTAL				1,161.18
TOTAL PARKS AND PLAYGROUNDS				1,161.18
TOTAL GENERAL FUND				19,373.41

INVOICES DUE ON/BEFORE 07/05/2022

VENDOR #	NAME	ITEM DESCRIPTION	ACCOUNT #	AMOUNT DUE	
CAPITAL FUND					
CITY HALL					
CITY HALL EXPENSE					
10750	PREMIER CONCRETE INC	DPW PRKING LOT BREAKER RUN	10-160-000-59100	1,512.71	
				TOTAL CITY HALL EXPENSE	1,512.71
				TOTAL CITY HALL	1,512.71
GENERAL EXPENDITURES					
13133	MARTELL CONSTRUCTION INC	BILLABLE ITEMS	10-199-000-51525	20,562.13	
				TOTAL	20,562.13
				TOTAL GENERAL EXPENDITURES	20,562.13
ROADWAYS/STREETS					
ROADWAYS/STREETS					
R0000421	WI DEPT OF TRANSPORTATION	HIGHWAY INTERSECTIONS	10-400-000-59095	227,644.29	
				TOTAL ROADWAYS/STREETS	227,644.29
				TOTAL ROADWAYS/STREETS	227,644.29
CURB/GUTTER/SIDEWALK					
EXPENSE					
13133	MARTELL CONSTRUCTION INC	ASSESSMENTS	10-440-000-59105	42,958.80	
13133		CITY COST	10-440-000-59102	41,109.76	
				TOTAL EXPENSE	84,068.56
				TOTAL CURB/GUTTER/SIDEWALK	84,068.56
PARKS AND PLAYGROUNDS					
PARKS AND PLAYGROUNDS					
06580	FOTH AND VAN DYKE	PROF SVC FOR BRADLEY LAKE	10-510-000-59025	51,624.48	
12100	LAMPERT YARDS INC	TREATED LUMBER	10-510-000-59075	161.96	
				TOTAL PARKS AND PLAYGROUNDS	51,786.44
				TOTAL PARKS AND PLAYGROUNDS	51,786.44
				TOTAL CAPITAL FUND	385,574.13
CABLE TV					
CABLE TV / GENERAL					
CABLE TV / GENERAL					
B&H	B&H PHOTO-VIDEO	WIRELESS MIC/CAM ACCESSORIES	21-000-000-59070	644.28	
MANN	MANN COMMUNICATIONS, LLC	07.05.22 CONTRACT	21-000-000-55015	5,361.25	
				TOTAL CABLE TV / GENERAL	6,005.53
				TOTAL CABLE TV / GENERAL	6,005.53
				TOTAL CABLE TV	6,005.53
				TOTAL ALL FUNDS	410,953.07

MANUAL CHECKS

SPECTRUM 06/19/22 Check # 90402 05/22 Cable Statement Charges 01-160-000-58999	\$141.95
SECURIAN FINANCIAL GROUP 06/19/22 Check # 90403 06/22 & 07/22 Life Insurance 01-600-000-50552	\$5,134.89
SUPERIOR VISION INSURANCE 06/19/2022 Check # 90404 7/22 Vision Insurance 01-000-000-21540	\$936.79
STURGEON BAY SCHOOL DISTRICT 06/21/2022 Check # 90406 05/22 Mobile Home Tax Payment 01-000-000-41300	\$4,141.22
TOTAL MANUAL CHECKS	\$10,354.85

DATE: 06/23/1922
TIME: 14:05:44
ID: AP443ST0.WOW

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 07/05/2022

VENDOR # NAME ITEM DESCRIPTION ACCOUNT # AMOUNT DUE

SUMMARY OF FUNDS:

GENERAL FUND
CAPITAL FUND
CABLE TV

~~19,373.41~~ 29,728.26
385,574.13
6,005.53

TOTAL --- ALL FUNDS

~~410,953.07~~ 421,307.92