



**CITY OF STURGEON BAY COMMON COUNCIL AGENDA
TUESDAY, JUNE 16, 2020
7:00 P.M.
COUNCIL CHAMBERS, CITY HALL – 421 MICHIGAN ST
DAVID J. WARD, MAYOR**

1. Call to order.
 2. Pledge of Allegiance.
 3. Roll call.
 4. Adoption of agenda.
 5. Public Comment on agenda items only.
 6. Presentation by Pam Seiler, Destination Sturgeon Bay, regarding WayFinding Signage.
 7. Consideration of the following bills: General Fund – \$237,977.07, Capital Fund - \$6,787.69, Cable TV - \$1,263.27, TID #4 - \$18,298.70, and Solid Waste Enterprise Fund - \$628.31 for a grand total of \$264,955.04. roll call]
 8. **CONSENT AGENDA**
- * All items listed with an asterisk (*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests before the Adoption of the Agenda, in which event the item will be removed from the Consent Agenda and considered immediately following the consent agenda.
- * a. Approval of 6/2/20 regular Common Council minutes.
- * b. Place the following minutes on file:
- (1) Community Protection & Services Committee – 5/13/20
 - (2) Finance/Purchasing & Building Committee – 5/26/20
 - (3) Parking & Traffic Committee – 5/26/20
 - (4) Personnel Committee – 5/27/20
 - (5) Aesthetic Design & Site Plan Review Board – 6/8/20
 - (6) Board of Review – 6/9/20
- * c. Place the following reports on file:
- (1) Inspection Department Report – May 2020
 - (2) Police Department Report – May 2020
- * d. Consideration of: Approval of Beverage Operator licenses.
- * e. Consideration of: Approval of “Class B” Combination Licenses, “Class B” Liquor License (Wine Only) Winery, Class “B” Beer Licenses, “Class A” Combination Licenses, Class “A” Liquor License, “Class C” Wine Licenses and Class B Combination (300 seat license) for the 2020-2021 license year.
- * f. Consideration of: Six Month Class B Beer license for PKS3.

- * g. Consideration of: Approval of Sidewalk Café Permit for Kick Coffee.
 - * h. Consideration of: Approval of Sidewalk Café Permit for Inn at Cedar Crossing.
 - * i. Parking & Traffic Committee recommendation re: Install a handicapped parking stall on the north side of Pennsylvania Street.
 - * j. Community Protection & Services Committee recommendation re: Approve request from Judy Lewis to operate a shuttle service in the City of Sturgeon Bay, DBA Judy's Shuttle.
 - * k. Community Protection & Services Committee recommendation re: Approve request from Judy Lewis to operate a taxicab in the City of Sturgeon Bay, DBA Judy's Taxi.
 - * l. Community Protection & Services Committee recommendation re: Approve request for a Bee Keepers Permit to be issued to the property owners at 1101 Texas Street.
9. Mayoral appointments.
10. Community Protection & Services Committee recommendation re: Approve Ordinance re: Section 10.36 of the Municipal Code – Smoking Prohibited in Certain Areas; Use of Tobacco Products Prohibited.
11. First reading of ordinance re: Section 10.36 of the Municipal Code – Smoking Prohibited in Certain Areas; Use of Tobacco Products Prohibited.
12. Ratification of Resolution re: Temporarily Suspend the Requirement under Section 20.31(1) of the Municipal Code – Parking Requirements.
13. City Administrator report.
14. Mayor's report
15. Convene in closed session in accordance with the following exemption:
- Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Wis. Stats. 19.85(1)(e)
- Consideration of: Lease for Sarter Marine Towing Company.
- Move to reconvene in open session to take formal action upon preceding subject of closed session, if appropriate; or to conduct discussion or give further consideration where the subject is not appropriate for closed session consideration. The Council may adjourn in closed session.
16. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date:

Time:

By:

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

DATE: 06/09/1920
TIME: 13:30:13
ID: AP443ST0.WOW

7.

CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

7.

INVOICES DUE ON/BEFORE 06/16/2020

| VENDOR # | NAME | ITEM DESCRIPTION | ACCOUNT # | AMOUNT DUE |
|--------------------------|-----------------------|--------------------------------|------------------|------------|
| GENERAL FUND | | | | |
| GENERAL FUND | | | | |
| LIABILITIES | | | | |
| 19610 | RICHARD STUEWER | 03/20 INS REIMBURSE/STUEWER | 01-000-000-21530 | 324.66 |
| 19610 | | 04/20 INS REIMBURSE/STUEWER | 01-000-000-21530 | 324.66 |
| R0001612 | CHRISTINE YOUNG | SHELTER RES REFND/C YOUNG | 01-000-000-46300 | 165.00 |
| R0001612 | | SHELTER RES REFND/C YOUNG | 01-000-000-24214 | 8.25 |
| R0001612 | | SHELTER RES REFND/C YOUNG | 01-000-000-24215 | 0.83 |
| R0001613 | ASHLEY MASON | SHELTER RES REFUND/A MASON | 01-000-000-46310 | 94.00 |
| R0001613 | | SHELTER RES REFUND/A MASON | 01-000-000-24214 | 4.70 |
| R0001613 | | SHELTER RES REFUND/A MASON | 01-000-000-24215 | 0.47 |
| R0001614 | POLLY SOUKUP | SHELTER RES REFND/P SOUKUP | 01-000-000-46300 | 55.00 |
| R0001614 | | SHELTER RES REFND/P SOUKUP | 01-000-000-24214 | 2.75 |
| R0001614 | | SHELTER RES REFND/P SOUKUP | 01-000-000-24215 | 0.28 |
| R0001615 | STEVE KOSMOSKI | SHELTER RES REFND/S KOSMOSKI | 01-000-000-46300 | 55.00 |
| R0001615 | | SHELTER RES REFND/S KOSMOSKI | 01-000-000-24214 | 2.75 |
| R0001615 | | SHELTER RES REFND/S KOSMOSKI | 01-000-000-24215 | 0.28 |
| R0001616 | ROBERT JENNERJOHN | SIGN DEPOSIT REFND/R JENNERJHN | 01-000-000-23168 | 50.00 |
| R0001618 | KEN OR BARB WHITFORD | SHELTER RES REFND/K WHITFORD | 01-000-000-46310 | 77.00 |
| R0001618 | | SHELTER RES REFND/K WHITFORD | 01-000-000-24214 | 3.85 |
| R0001618 | | SHELTER RES REFND/K WHITFORD | 01-000-000-24214 | 0.39 |
| TOTAL LIABILITIES | | | | 1,169.87 |
| BALLFIELD LIGHTING | | | | |
| WPPI ENG | WPPI ENERGY | 06/20 ATHLETIC LIGHT PROJECT | 01-000-981-70000 | 1,365.39 |
| TOTAL BALLFIELD LIGHTING | | | | 1,365.39 |
| TOTAL GENERAL FUND | | | | 2,535.26 |
| LAW/LEGAL | | | | |
| 03950 | DAVIS KUELTHAU | 03/20 GENERAL LEGAL MATTERS | 01-110-000-55010 | 1,894.00 |
| 03950 | | 03/20 CONTRACTS-SARTER MARINE | 01-110-000-55010 | 1,316.00 |
| 03950 | | 04/20 GENERAL LEGAL MATTERS | 01-110-000-55010 | 1,318.00 |
| 03950 | | 04/20 CONTRACTS-SBLIFEISGOOD | 01-110-000-55010 | 868.00 |
| 03950 | | 04/20 CONTRACTS-SARTER | 01-110-000-55010 | 392.00 |
| 16555 | PINKERT LAW FIRM, LLP | 04/20 TRAFFIC MATTERS | 01-110-000-55010 | 360.00 |
| TOTAL | | | | 6,148.00 |
| COVID-19 | | | | |
| 03950 | DAVIS KUELTHAU | 03/20 COVID MATTERS | 01-110-401-55010 | 1,734.50 |
| TOTAL COVID-19 | | | | 1,734.50 |
| TOTAL LAW/LEGAL | | | | 7,882.50 |
| COMPUTER | | | | |
| 03101 | CDW GOVERNMENT, INC. | 2 MONITORS | 01-125-000-55550 | 308.92 |
| 03101 | | WIRELESS MOUSE | 01-125-000-55550 | 27.13 |
| 04696 | DOOR COUNTY TREASURER | 05/20 IS INTERNET | 01-125-000-55550 | 100.00 |
| 04696 | | 05/20 TECH SUPPORT | 01-125-000-55550 | 2,500.00 |
| 04696 | | 05/20 2G INTERNET | 01-125-000-55550 | 375.00 |
| USBANK | US BANK | SURFACE W/KEYBOARD | 01-125-000-55550 | 1,350.81 |

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CITY OF STURGEON BAY
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 06/16/2020

| VENDOR # | NAME | ITEM DESCRIPTION | ACCOUNT # | AMOUNT DUE |
|---------------------------------------|------------------------------|------------------------|------------------|------------|
| GENERAL FUND | | | | |
| TOTAL | | | | 4,661.86 |
| COVID-19 | | | | |
| USBANK | US BANK | ZOOM MONTHLY ACCESS | 01-125-401-55550 | 67.51 |
| TOTAL COVID-19 | | | | 67.51 |
| TOTAL COMPUTER | | | | 4,729.37 |
| BUILDING/ZONING CODE ENFORCMENT | | | | |
| 23617 | DATCP | WEIGHTS & MEASURES | 01-140-000-58700 | 6,000.00 |
| DCI | DOOR COUNTY INSPECTIONS, LLC | 05/20 PERMITS | 01-140-000-55010 | 3,304.62 |
| TOTAL | | | | 9,304.62 |
| TOTAL BUILDING/ZONING CODE ENFORCMENT | | | | 9,304.62 |
| ELECTIONS DEPARTMENT | | | | |
| COVID-19 | | | | |
| 12100 | LAMPERT YARDS INC | LUMBER/COVID ELECTIONS | 01-155-401-54999 | 213.40 |
| USBANK | US BANK | POLL WORKERS MEALS | 01-155-401-54999 | 116.02 |
| TOTAL COVID-19 | | | | 329.42 |
| TOTAL ELECTIONS DEPARTMENT | | | | 329.42 |
| CITY HALL | | | | |
| 03159 | SPECTRUM | 05/20 FIRE CABLE SVC | 01-160-000-58999 | 138.04 |
| 04575 | DOOR COUNTY HARDWARE | BLEACH | 01-160-000-51850 | 7.18 |
| 04575 | | DRILLBIT | 01-160-000-51850 | 25.98 |
| 04575 | | CAULK | 01-160-000-51850 | 13.98 |
| WARNER | WARNER-WEXEL WHOLESALE & | CLEANING SUPPLIES | 01-160-000-51850 | 35.88 |
| WARNER | | CLEANING SUPPLIES | 01-160-000-51850 | 10.10 |
| WARNER | | CLEANING SUPPLIES | 01-160-000-51850 | 49.46 |
| TOTAL | | | | 280.62 |
| TOTAL CITY HALL | | | | 280.62 |
| INSURANCE | | | | |
| MCCLONE | MCCLONE AGENCY, INC | 07/20 WOKR COMP | 01-165-000-58750 | 9,491.00 |
| MCCLONE | | 07/20 GEN LIAB | 01-165-000-56400 | 3,253.00 |
| MCCLONE | | 07/20 POLICE LIAB | 01-165-000-57150 | 1,350.00 |
| MCCLONE | | 07/20 PUBLC OFF LIAB | 01-165-000-57400 | 1,235.00 |
| MCCLONE | | 07/20 AUTO LIAB | 01-165-000-55200 | 2,030.00 |
| MCCLONE | | 07/20 AUTO PHYS DAMAGE | 01-165-000-55200 | 2,266.00 |
| TOTAL | | | | 19,625.00 |

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CITY OF STURGEON BAY
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INVOICES DUE ON/BEFORE 06/16/2020

| VENDOR # | NAME | ITEM DESCRIPTION | ACCOUNT # | AMOUNT DUE |
|----------------------------|-----------------------------|--------------------------------|------------------|------------|
| ----- | | | | |
| GENERAL FUND | | | | |
| TOTAL INSURANCE | | | | 19,625.00 |
| | | | | |
| GENERAL EXPENDITURES | | | | |
| 04696 | DOOR COUNTY TREASURER | 05/20 PHONE SVC-CITY HALL | 01-199-000-58200 | 151.94 |
| 04696 | | 05/20 PHONE SVC-FIRE | 01-199-000-58200 | 27.06 |
| 04696 | | 05/20 PHONE SVC-MUNC SVC | 01-199-000-58200 | 39.08 |
| 04696 | | 05/20 PHONE SVC-POLICE | 01-199-000-58200 | 87.50 |
| 16590 | PITNEY BOWES | POSTAGE MACHINE INK | 01-199-000-57250 | 169.98 |
| TOTAL | | | | 475.56 |
| TOTAL GENERAL EXPENDITURES | | | | 475.56 |
| | | | | |
| POLICE DEPARTMENT | | | | |
| US BANK | US BANK EQUIPMENT FINANCE | RICOH COPIER 4 OF 48 | 01-200-000-55650 | 245.87 |
| USBANK | US BANK | 2020 IACP MEMBRSHIP/PORTER | 01-200-000-56000 | 190.00 |
| TOTAL | | | | 435.87 |
| TOTAL POLICE DEPARTMENT | | | | 435.87 |
| | | | | |
| PATROL BOAT | | | | |
| PATROL BOAT | | | | |
| 02206 | BAY MARINE | PATROL BOAT FUEL | 01-205-000-51650 | 137.38 |
| TOTAL PATROL BOAT | | | | 137.38 |
| TOTAL PATROL BOAT | | | | 137.38 |
| | | | | |
| POLICE DEPARTMENT/PATROL | | | | |
| 04150 | DEJARDIN CLEANERS LLC | CREDIT | 01-215-000-56800 | -1.26 |
| 04150 | | UNIFORM MAINT/BRINKMAN | 01-215-000-56800 | 8.00 |
| 04150 | | UNIFORM MAINT/MIELKE | 01-215-000-56800 | 12.00 |
| 04150 | | UNIFORM MAINT/CRABB | 01-215-000-56800 | 16.00 |
| 19915 | SUNSHINE HOUSE | SHRED FILES/RECORDS DEPT | 01-215-000-58999 | 96.00 |
| 21450 | THE UNIFORM SHOPPE | HATS & BADGES | 01-215-000-52900 | 1,213.65 |
| HENRY | CLINT HENRY | INTRO COURT SECURTY REIMB/HNRY | 01-215-000-55600 | 690.00 |
| JIM FORD | JIM OLSON FORD-LINCOLN, LLC | SQUAD 40 MAINTENANCE | 01-215-000-58600 | 93.86 |
| PSYCH | PSYCHEMEDICS CORPORATION | DRUG PANELS/2 NEW CSO | 01-215-000-57100 | 87.00 |
| USBANK | US BANK | AMMUNITION | 01-215-000-51050 | 404.99 |
| USBANK | | 20 PHONE CASES | 01-215-000-58250 | 316.20 |
| USBANK | | FUEL | 01-215-000-51650 | 12.81 |
| USBANK | | 1 YEAR DOMAIN.COM RENEWAL | 01-215-000-58999 | 15.95 |
| USBANK | | UNIFORM/ENGEBOSE | 01-215-000-52900 | 129.75 |
| TOTAL | | | | 3,094.95 |

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CITY OF STURGEON BAY
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INVOICES DUE ON/BEFORE 06/16/2020

| VENDOR # | NAME | ITEM DESCRIPTION | ACCOUNT # | AMOUNT DUE |
|-------------------------------------|--------------------------------|------------------------------|------------------|------------|
| ----- | | | | |
| GENERAL FUND | | | | |
| COVID-19 | | | | |
| COVID-19 | | | | |
| 06460 | FLS BANNER LTD | MASKS-COVID | 01-215-401-52900 | 500.00 |
| 19959 | SUPERIOR CHEMICAL CORP | SOAPY HANDS | 01-215-401-54999 | 55.35 |
| 19959 | | ZONE DEFENSE | 01-215-401-54999 | 181.71 |
| TOTAL COVID-19 | | | | 737.06 |
| TOTAL POLICE DEPARTMENT/PATROL | | | | 3,832.01 |
| | | | | |
| POLICE DEPT. / INVESTIGATIONS | | | | |
| ACCURINT | LEXISNEXIS RISK SOLUTIONS | 05/20 CONTRACT FEE | 01-225-000-57950 | 103.70 |
| TOTAL | | | | 103.70 |
| TOTAL POLICE DEPT. / INVESTIGATIONS | | | | 103.70 |
| | | | | |
| FIRE DEPARTMENT | | | | |
| 04545 | DOOR COUNTY COOPERATIVE/NAPA | FASTENERS | 01-250-000-51405 | 3.30 |
| 04575 | DOOR COUNTY HARDWARE | ASSORTED SUPPLIES | 01-250-000-54999 | 74.48 |
| 04575 | | PAINT SUPPLIES | 01-250-000-54999 | 32.14 |
| 04575 | | ASSORTED SUPPLIES | 01-250-000-54999 | 53.16 |
| 04575 | | PAINT SUPPLIES | 01-250-000-54999 | 19.96 |
| 04575 | | SHOPLIGHT/FIXTURES | 01-250-000-54999 | 122.95 |
| 04575 | | OUTLET/BOX/SILICONE | 01-250-000-54999 | 40.93 |
| 04575 | | CABLE TIES/SWITCH PLATE | 01-250-000-54999 | 37.74 |
| 04575 | | FREIGHT | 01-250-000-54999 | 30.66 |
| 04575 | | HEPA FILTER | 01-250-000-54999 | 34.99 |
| 04575 | | SEALANTS/ROLLER COVER | 01-250-000-54999 | 37.93 |
| 04575 | | HINGE | 01-250-000-54999 | 36.31 |
| 12100 | LAMPERT YARDS INC | TRAINING SITE MATERIALS | 01-250-000-51405 | 733.23 |
| 12100 | | TRAINING SITE MATERIALS | 01-250-000-51405 | 55.98 |
| 12100 | | TRAINING SITE MATERIALS | 01-250-000-51405 | 212.92 |
| 12100 | | TRAINING SITE MATERIALS | 01-250-000-51405 | 61.12 |
| 12100 | | AZEK | 01-250-000-51405 | 49.69 |
| 20725 | T R COCHART TIRE CENTER | E6 TIRE REPAIR | 01-250-000-53000 | 40.00 |
| DINGES | DINGES FIRE COMPANY | DVR CAMERA CABLES/E4 & E6 | 01-250-000-53000 | 349.00 |
| O'REILLY | O'REILLY AUTO PARTS-FIRST CALL | FOG CAPSULE | 01-250-000-53000 | 6.62 |
| O'REILLY | | MARKER LIGHT | 01-250-000-53000 | 4.79 |
| O'REILLY | | DEF | 01-250-000-53000 | 21.98 |
| O'REILLY | | BATTERY | 01-250-000-53000 | 40.81 |
| UL LLC | UL LLC | ANNL LADDER/AERIAL TESTING | 01-250-000-56250 | 3,202.30 |
| USBANK | US BANK | STATION FUEL | 01-250-000-51650 | 11.62 |
| USBANK | | STATION FUEL | 01-250-000-51650 | 8.87 |
| USBANK | | STATION FUEL | 01-250-000-51650 | 7.94 |
| USBANK | | WINCH MOTOR/SQ 1 | 01-250-000-53000 | 710.00 |
| USBANK | | DVR SPLITTER/MASK BAGS-E4,E5 | 01-250-000-53000 | 1,405.47 |
| USBANK | | MONTHLY DATA | 01-250-000-58250 | 496.99 |
| USBANK | | REHAB TRAINING | 01-250-000-55600 | 104.15 |
| USBANK | | KEYBOARD/MOUSE | 01-250-000-51350 | 97.87 |
| USBANK | | COMPUTER STAND | 01-250-000-51350 | 59.00 |
| USBANK | | REFLECTIVE TAPE | 01-250-000-51405 | 44.16 |
| USBANK | | VEHICLE CLEANING SUPPLIES | 01-250-000-53000 | 50.34 |
| USBANK | | VEHICLE CLEANING SUPPLIES | 01-250-000-53000 | 74.61 |

INVOICES DUE ON/BEFORE 06/16/2020

| VENDOR # | NAME | ITEM DESCRIPTION | ACCOUNT # | AMOUNT DUE |
|-----------------------|--------------------------------|--------------------------------|------------------|------------|
| ----- | | | | |
| GENERAL FUND | | | | |
| USBANK | | DRY ERASE MARKERS | 01-250-000-51950 | 16.86 |
| USBANK | | BADGE HOLDERS | 01-250-000-51950 | 13.98 |
| USBANK | | STATION SUPPLIES | 01-250-000-54999 | 64.66 |
| USBANK | | DSPS SERVICE FEE | 01-250-000-56000 | 4.80 |
| USBANK | | DSPS FIRE INSPECT LICENSE RNEW | 01-250-000-56000 | 240.00 |
| VIKING | VIKING ELECTRIC SUPPLY, INC | ELECTRICAL SUPPLIES | 01-250-000-51405 | 206.16 |
| VIKING | | ELECTRICAL SUPPLIES | 01-250-000-51405 | 57.73 |
| VIKING | | ELECTRICAL SUPPLIES | 01-250-000-51405 | 28.22 |
| VIKING | | CREDIT | 01-250-000-51405 | -52.16 |
| VIKING | | ELECTRICAL SUPPLIES | 01-250-000-51405 | 12.08 |
| TOTAL | | | | 8,966.34 |
| COVID-19 | | | | |
| 04696 | DOOR COUNTY TREASURER | PPE GOWNS/POLICE & FIRE DEPTS | 01-250-401-52350 | 816.00 |
| 12100 | LAMPERT YARDS INC | MATERIALS/ PD & FD CHNG AREAS | 01-250-401-52350 | 267.95 |
| PAULCONW | PAUL CONWAY SHIELDS | PPE MASKS | 01-250-401-52350 | 375.50 |
| USBANK | US BANK | SANITIZER MOUNT | 01-250-401-52350 | 232.56 |
| USBANK | | WEB MTG MONITOR/BAGS | 01-250-401-52350 | 200.88 |
| USBANK | | EMP GLOVES | 01-250-401-52350 | 25.47 |
| USBANK | | PPE- KN95 MASKS | 01-250-401-52350 | 737.45 |
| USBANK | | CELL DATA-EXTRA | 01-250-401-58250 | 83.96 |
| TOTAL COVID-19 | | | | 2,739.77 |
| TOTAL FIRE DEPARTMENT | | | | 11,706.11 |
| STREET SWEEPING | | | | |
| 20725 | T R COCHART TIRE CENTER | SWEEPER TIRES | 01-330-000-51400 | 654.00 |
| TOTAL | | | | 654.00 |
| TOTAL STREET SWEEPING | | | | 654.00 |
| WEED ABATEMENT | | | | |
| SERWE | SERWE IMPLEMENT MUNICIPAL SALE | FLAIL BLADES X 50 | 01-340-000-51400 | 88.50 |
| SERWE | | FLAIL CLEVIS X 30 | 01-340-000-51400 | 141.00 |
| SERWE | | NYLOCK NUTS X 10 | 01-340-000-51400 | 1.40 |
| SERWE | | BOLTS X 10 | 01-340-000-51400 | 10.60 |
| SERWE | | SHIPPING | 01-340-000-51400 | 13.68 |
| TOTAL | | | | 255.18 |
| TOTAL WEED ABATEMENT | | | | 255.18 |
| ROADWAYS/STREETS | | | | |
| 04545 | DOOR COUNTY COOPERATIVE/NAPA | GRASS SEED | 01-400-000-54999 | 149.50 |
| 04545 | | GRASS SEED | 01-400-000-52500 | 119.50 |
| 04574 | DOOR COUNTY GLASS & MIRROR | SINGLE PANE GLASS/WINDOW RPAIR | 01-400-000-54999 | 163.11 |
| PETERS | PETERS CONCRETE CO | ASPHALT CRUSHNG 3077 TN @ 5.20 | 01-400-000-55700 | 16,000.40 |

INVOICES DUE ON/BEFORE 06/16/2020

| VENDOR # | NAME | ITEM DESCRIPTION | ACCOUNT # | AMOUNT DUE |
|---------------------------|--------------------------------|---------------------------------|------------------|------------|
| ----- | | | | |
| GENERAL FUND | | | | |
| PETERS | | MOBILIZATION | 01-400-000-55700 | 2,000.00 |
| | | TOTAL | | 18,432.51 |
| | | TOTAL ROADWAYS/STREETS | | 18,432.51 |
| SNOW REMOVAL | | | | |
| SNOW REMOVAL | | | | |
| QUALITY | QUALITY TRUCK CARE CENTER INC | TRUCK SEAT | 01-410-000-51400 | 400.00 |
| QUALITY | | ARMREST | 01-410-000-51400 | 34.00 |
| | | TOTAL SNOW REMOVAL | | 434.00 |
| | | TOTAL SNOW REMOVAL | | 434.00 |
| STREET SIGNS AND MARKINGS | | | | |
| USBANK | US BANK | CREDIT-TAPCO-SIGNS | 01-420-000-52600 | -417.45 |
| | | TOTAL | | -417.45 |
| | | TOTAL STREET SIGNS AND MARKINGS | | -417.45 |
| CURB/GUTTER/SIDEWALK | | | | |
| 10750 | PREMIER CONCRETE INC | 2.25 YD CONCRETE | 01-440-000-51200 | 263.25 |
| 10750 | | LIGHT LOAD CHARGE | 01-440-000-51200 | 80.00 |
| | | TOTAL | | 343.25 |
| | | TOTAL CURB/GUTTER/SIDEWALK | | 343.25 |
| STREET MACHINERY | | | | |
| 04545 | DOOR COUNTY COOPERATIVE/NAPA | GREASE | 01-450-000-52150 | 38.79 |
| 06005 | JFTCO, INC | MILEAGE CHARGE -WARRANTY WORK | 01-450-000-58600 | 683.70 |
| 06012 | FASTENAL COMPANY | CABLE TIES | 01-450-000-53000 | 19.85 |
| 06012 | | CABLE TIES | 01-450-000-54999 | 29.28 |
| 20725 | T R COCHART TIRE CENTER | FLAT/O RING/TIRE SEALANT | 01-450-000-52850 | 90.00 |
| 20725 | | TIRE/O RING/DISPOSAL | 01-450-000-52850 | 82.00 |
| 20725 | | FLAT REPAIR | 01-450-000-52850 | 20.00 |
| ADVAUTO | GENERAL PARTS DISTRIBUTION LLC | TRACTOR ADAPTER | 01-450-000-52150 | 20.89 |
| AMERWELD | AMERICAN WELDING & GAS, INC | GAS CYLINDER RENTAL | 01-450-000-53000 | 162.17 |
| APPLY MS | APPLIED MSS | 1 CASE NITRILE GLOVES | 01-450-000-54999 | 159.99 |
| APPLY MS | | SHIPPING | 01-450-000-54999 | 27.00 |
| HERLACHE | HERLACHE | CARBIDE SHARPEN | 01-450-000-52700 | 15.00 |
| O'REILLY | O'REILLY AUTO PARTS-FIRST CALL | DSL FUEL DEF | 01-450-000-52150 | 15.99 |
| | | TOTAL | | 1,364.66 |
| | | TOTAL STREET MACHINERY | | 1,364.66 |

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| VENDOR # | NAME | ITEM DESCRIPTION | ACCOUNT # | AMOUNT DUE |
|-------------------------------|--------------------------------|-----------------------------|------------------|------------|
| ----- | | | | |
| GENERAL FUND | | | | |
| CITY GARAGE | | | | |
| 19959 | SUPERIOR CHEMICAL CORP | DEODORIZER PELLETS | 01-460-000-55300 | 103.36 |
| 19959 | | SHIPPING | 01-460-000-55300 | 11.75 |
| BUBRICKS | BUBRICK'S COMPLETE OFFICE, INC | FACE MASKS | 01-460-000-52350 | 65.00 |
| BUBRICKS | | FACE MASKS | 01-460-000-52350 | 65.00 |
| USBANK | US BANK | SANITIZER BOTTLES | 01-460-000-54999 | 92.88 |
| USBANK | | LED LIGHTS & STEER KNOB | 01-460-000-54999 | 116.84 |
| USBANK | | DROP BOX | 01-460-000-54999 | 74.39 |
| USBANK | | 5 PIZZAS-DPW CREW | 01-460-000-54999 | 133.45 |
| USBANK | | PLASTIC BOTTLES | 01-460-000-54999 | 73.25 |
| USBANK | | CREDIT PLASTIC BOTTLES | 01-460-000-54999 | -73.25 |
| TOTAL | | | | 662.67 |
| TOTAL CITY GARAGE | | | | 662.67 |
| | | | | |
| HIGHWAYS - GENERAL | | | | |
| BLAKECIH | BLAKE CIHLAR | SAFETY BOOT REIMB/B CIHLAR | 01-499-000-56800 | 84.37 |
| TOTAL | | | | 84.37 |
| TOTAL HIGHWAYS - GENERAL | | | | 84.37 |
| | | | | |
| PARK & RECREATION ADMIN | | | | |
| USBANK | US BANK | KICK OFF TO SUMMER SUPPLIES | 01-500-000-52250 | 683.65 |
| TOTAL | | | | 683.65 |
| TOTAL PARK & RECREATION ADMIN | | | | 683.65 |
| | | | | |
| PARKS AND PLAYGROUNDS | | | | |
| 03025 | CAPTAIN COMMODOES INC | PORT A POTTI RENTAL 2 @ 86 | 01-510-000-58999 | 172.00 |
| 04575 | DOOR COUNTY HARDWARE | CALUK GUN | 01-510-000-52700 | 9.99 |
| 04575 | | SHIMS | 01-510-000-51750 | 17.97 |
| 04575 | | PUTTY KNIFE/ROOF CEMENT | 01-510-000-52700 | 15.96 |
| 04575 | | SANDBELT | 01-510-000-52700 | 9.59 |
| 04575 | | FASTENERS | 01-510-000-56250 | 6.54 |
| 04575 | | SHIMS/LANDSCAPER 10 OZ | 01-510-000-51800 | 46.93 |
| 04575 | | ASSORTED SUPPLIES | 01-510-000-54999 | 26.45 |
| 04575 | | LANDSCAPE 10 OZ | 01-510-000-51800 | 76.89 |
| 04575 | | HOLE DZE KIT | 01-510-000-52700 | 54.99 |
| 04575 | | ASSORTED SUPPLIES | 01-510-000-51350 | 42.12 |
| 04575 | | SHIMS | 01-510-000-51800 | 8.38 |
| 04575 | | WALLPLATE/GROUND WIRE | 01-510-000-56250 | 51.55 |
| 12100 | LAMPERT YARDS INC | 5 SHEETS CDX @ 16.68 EA | 01-510-000-54999 | 83.40 |
| 13360 | MENARDS-GREEN BAY EAST | 12 2 X 4'S | 01-510-000-51800 | 37.68 |
| 20725 | T R COCHART TIRE CENTER | TIRE | 01-510-000-51900 | 45.00 |
| ADVAUTO | GENERAL PARTS DISTRIBUTION LLC | SPARK PLUGS | 01-510-000-51900 | 13.80 |
| O'REILLY | O'REILLY AUTO PARTS-FIRST CALL | OIL FILTERS | 01-510-000-51900 | 20.50 |
| TRACTOR | TRACTOR SUPPLY CREDIT PLAN | SPRAYWAND | 01-510-000-54999 | 26.99 |
| USBANK | US BANK | VALVES & TRIMMER HEAD | 01-510-000-54999 | 79.72 |

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| VENDOR # | NAME | ITEM DESCRIPTION | ACCOUNT # | AMOUNT DUE |
|-----------------------------------|------------------------------|-------------------------------|------------------|------------|
| GENERAL FUND | | | | |
| USBANK | | PAINT BRUSHES | 01-510-000-54999 | 9.23 |
| VIKING | VIKING ELECTRIC SUPPLY, INC | UNDERGROUND SPLICE KITS | 01-510-000-54999 | 35.76 |
| WARNER | WARNER-WEXEL WHOLESALE & | SOAP | 01-510-000-51850 | 90.48 |
| TOTAL | | | | 981.92 |
| TOTAL PARKS AND PLAYGROUNDS | | | | 981.92 |
| BALLFIELDS | | | | |
| BALLFIELDS | | | | |
| 04545 | DOOR COUNTY COOPERATIVE/NAPA | WEED PREVENTER | 01-520-000-56500 | 715.50 |
| R0000424 | SPRINKLER COMPANY, INC | DELIVERY | 01-520-000-54999 | 10.00 |
| R0000424 | | 2" COUPLER | 01-520-000-54999 | 34.05 |
| R0000424 | | COUPLING | 01-520-000-54999 | 2.23 |
| TOTAL BALLFIELDS | | | | 761.78 |
| TOTAL BALLFIELDS | | | | 761.78 |
| MUNICIPAL DOCKS | | | | |
| 04575 | DOOR COUNTY HARDWARE | SCRUB BRUSH/AMMONIA | 01-550-000-51850 | 6.38 |
| 04575 | | HOT WTR HOSE | 01-550-000-51850 | 37.99 |
| 04575 | | PLUMBING SUPPLIES | 01-550-000-51850 | 50.93 |
| 04575 | | CREDIT RETURN | 01-550-000-51850 | -13.00 |
| 04575 | | SCREW HANDLE/KEY/SILL VALVE | 01-550-000-51850 | 6.96 |
| TOTAL | | | | 89.26 |
| TOTAL MUNICIPAL DOCKS | | | | 89.26 |
| WATER WEED MANAGEMENT | | | | |
| 04545 | DOOR COUNTY COOPERATIVE/NAPA | FUEL/TRANSMISSION OIL FILTERS | 01-560-000-51400 | 133.45 |
| TOTAL | | | | 133.45 |
| TOTAL WATER WEED MANAGEMENT | | | | 133.45 |
| WATERFRONT PARKS & WALKWAYS | | | | |
| 04575 | DOOR COUNTY HARDWARE | GLOVES | 01-570-000-54999 | 7.18 |
| 04575 | | CAULK GUN | 01-570-000-51750 | 9.99 |
| 04575 | | BALL VALVE | 01-570-000-54999 | 39.99 |
| DAWNS | DAWN'S LAWN CARE | PLANTS-WATERFRONT | 01-570-000-51750 | 1,000.00 |
| TOTAL | | | | 1,057.16 |
| TOTAL WATERFRONT PARKS & WALKWAYS | | | | 1,057.16 |
| TOTAL GENERAL FUND | | | | 86,897.83 |

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INVOICES DUE ON/BEFORE 06/16/2020

| VENDOR # | NAME | ITEM DESCRIPTION | ACCOUNT # | AMOUNT DUE |
|-----------------------------|-------------------------------|--------------------------------|------------------|------------|
| CAPITAL FUND | | | | |
| COMPUTER | | | | |
| 02975 | CAMERA CORNER | AV PROJECT INSTALLATION | 10-125-000-59000 | 400.00 |
| TOTAL | | | | 400.00 |
| TOTAL COMPUTER | | | | 400.00 |
| CITY HALL | | | | |
| EXPENSE | | | | |
| NORTHERN | NORTHERN METAL & ROOFING CO | MUNC SVC ROOF REPAIRS | 10-160-000-59999 | 514.05 |
| TOTAL EXPENSE | | | | 514.05 |
| TOTAL CITY HALL | | | | 514.05 |
| GENERAL EXPENDITURES | | | | |
| 14490 | NEENAH FOUNDRY | 2 MANHOLE LIDS | 10-199-000-51525 | 302.00 |
| TOTAL | | | | 302.00 |
| TOTAL GENERAL EXPENDITURES | | | | 302.00 |
| PATROL | | | | |
| PATROL | | | | |
| USBANK | US BANK | DIVE GEAR SHIPPING COSTS | 10-215-000-59999 | 310.00 |
| TOTAL PATROL | | | | 310.00 |
| TOTAL PATROL | | | | 310.00 |
| PARKS AND PLAYGROUNDS | | | | |
| PARKS AND PLAYGROUNDS | | | | |
| 06580 | FOTH AND VAN DYKE | PROJECT MANAGEMENT | 10-510-000-59025 | 81.00 |
| 06580 | | LABOR | 10-510-000-59025 | 756.50 |
| 12100 | LAMPERT YARDS INC | LUMBER/OTUMBA IMPROVEMENTS | 10-510-000-59015 | 99.27 |
| 12100 | | LUMBER/OTUMBA IMPROVEMENTS | 10-510-000-59015 | 41.36 |
| 12100 | | SOFFIT/OTUMBA IMPROVEMNTS | 10-510-000-59015 | 110.30 |
| BTGEROLD | BT GEROLD STRUCTURAL ENG. LLC | ENGINEER APPRVE BARK PK STRUCT | 10-510-000-59075 | 375.00 |
| USBANK | US BANK | GO KEYLESS PROGAM LOCKS | 10-510-000-59010 | 994.00 |
| USBANK | | GO KEYLESS PROGAM LOCKS-CABLE | 10-510-000-59010 | 122.77 |
| USBANK | | GO KEYLESS PROG-DATA TRANS MOD | 10-510-000-59010 | 230.98 |
| USBANK | | GO KEYLESS PROG-LIKE KEYING | 10-510-000-59010 | 12.42 |
| USBANK | | GO KEYLESS PROG-PROTECT PLAN | 10-510-000-59010 | 200.00 |
| USBANK | | GO KEYLESS PROG-TRAIN&SUPPORT | 10-510-000-59010 | 699.95 |
| TOTAL PARKS AND PLAYGROUNDS | | | | 3,723.55 |
| TOTAL PARKS AND PLAYGROUNDS | | | | 3,723.55 |

WATERFRONT PARKS & WALKWAYS

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INVOICES DUE ON/BEFORE 06/16/2020

| VENDOR # | NAME | ITEM DESCRIPTION | ACCOUNT # | AMOUNT DUE |
|-----------------------------------|--------------------------|----------------------------|------------------|------------|
| CAPITAL FUND | | | | |
| 04575 | DOOR COUNTY HARDWARE | LANDSCAPE GLUE | 10-570-000-59075 | 251.64 |
| 13360 | MENARDS-GREEN BAY EAST | 30 BRICKS | 10-570-000-59075 | 65.70 |
| 13360 | | 175 BRICKS | 10-570-000-59075 | 383.25 |
| 13360 | | 24 LANSCAPE ADHESIVE | 10-570-000-59075 | 113.28 |
| USBANK | US BANK | SAW RENTAL-BLOCK WALL | 10-570-000-59075 | 724.22 |
| TOTAL | | | | 1,538.09 |
| TOTAL WATERFRONT PARKS & WALKWAYS | | | | 1,538.09 |
| TOTAL CAPITAL FUND | | | | 6,787.69 |
| CABLE TV | | | | |
| CABLE TV / GENERAL | | | | |
| CABLE TV / GENERAL | | | | |
| 02975 | CAMERA CORNER | VIDEO ENCODER/SHIPPING | 21-000-000-59070 | 1,419.63 |
| 02975 | | CREDIT RETURN | 21-000-000-59070 | -249.75 |
| 03159 | SPECTRUM | 05/20 CB MUSIC SVC | 21-000-000-58999 | 36.95 |
| 15890 | PACK AND SHIP PLUS | RETURN EQUIP SHIPPING | 21-000-000-59070 | 31.14 |
| USBANK | US BANK | CABLE | 21-000-000-52700 | 25.30 |
| TOTAL CABLE TV / GENERAL | | | | 1,263.27 |
| TOTAL CABLE TV / GENERAL | | | | 1,263.27 |
| TOTAL CABLE TV | | | | 1,263.27 |
| TID #4 DISTRICT | | | | |
| TID #4 DISTRICT | | | | |
| TID #4 DISTRICT | | | | |
| 03950 | DAVIS KUELTHAU | 03/20 GRANARY MATTERS | 28-340-000-55001 | 2,528.00 |
| 03950 | | 04/20 GRANARY MATTERS | 28-340-000-55001 | 1,716.00 |
| CEDARCO | CEDAR CORPORATION | FESTIVAL WTERFRONT PROJECT | 28-340-000-58999 | 13,404.70 |
| TOTAL TID #4 DISTRICT | | | | 17,648.70 |
| T4 \$3.12 NOTES | | | | |
| 01761 | ASSOCIATED TRUST COMPANY | TID 4 \$ 1.235 ISSUE | 28-340-987-70002 | 325.00 |
| TOTAL T4 \$3.12 NOTES | | | | 325.00 |
| T4 BONDS | | | | |
| 01761 | ASSOCIATED TRUST COMPANY | TID 4 \$ 2.180 ISSUE | 28-340-988-70002 | 325.00 |
| TOTAL T4 BONDS | | | | 325.00 |
| TOTAL TID #4 DISTRICT | | | | 18,298.70 |
| TOTAL TID #4 DISTRICT | | | | 18,298.70 |
| SOLID WASTE ENTERPRISE | | | | |
| SOLID WASTE ENTERPRISE FUND | | | | |
| SOLID WASTE ENTERPRISE FUND | | | | |

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INVOICES DUE ON/BEFORE 06/16/2020

| VENDOR # | NAME | ITEM DESCRIPTION | ACCOUNT # | AMOUNT DUE |
|-----------------------------------|-------------------------------|--------------------------|------------------|------------|
| ----- | | | | |
| SOLID WASTE ENTERPRISE | | | | |
| SOLID WASTE ENTERPRISE FUND | | | | |
| SOLID WASTE ENTERPRISE FUND | | | | |
| 04545 | DOOR COUNTY COOPERATIVE/NAPA | ANTI FREEZE | 60-000-000-53000 | 10.88 |
| 04603 | HALRON LUBRICANTS INC | USED OIL PICK UP 200 GAL | 60-000-000-52050 | 30.00 |
| 20725 | T R COCHART TIRE CENTER | RECAPS | 60-000-000-52850 | 360.00 |
| ADVAUTO | GENERAL PARTS DISTRIBTION LLC | HOSE & FITTINGS | 60-000-000-53000 | 110.68 |
| ADVAUTO | | HOSE & FITTINGS | 60-000-000-53000 | 53.88 |
| JX ENT | JX ENTERPRISES, INC. | 2 BOLTS @ 4.44 | 60-000-000-53000 | 8.88 |
| JX ENT | | FILTER KIT | 60-000-000-53000 | 53.99 |
| TOTAL SOLID WASTE ENTERPRISE FUND | | | | 628.31 |
| TOTAL SOLID WASTE ENTERPRISE FUND | | | | 628.31 |
| TOTAL SOLID WASTE ENTERPRISE | | | | 628.31 |
| TOTAL ALL FUNDS | | | | 113,875.80 |

MANUAL CHECKS

| | |
|-------------------------------|----------------------|
| DELTA DENTAL | \$2,925.02 |
| 06/01/20 | |
| Check # 87074 | |
| 06/20 Dental Insurance | |
| Various Departmental Accounts | |
| | |
| EFT GROUP INSURANCE | \$148,154.22 |
| 06/01/20 | |
| Check # 87074 | |
| 06/20 Health Insurance | |
| Various Departmental Accounts | |
| | |
| TOTAL MANUAL CHECKS | \$ 151,079.24 |

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INVOICES DUE ON/BEFORE 06/16/2020

| VENDOR # | NAME | ITEM DESCRIPTION | ACCOUNT # | AMOUNT DUE |
|----------|------|------------------|-----------|------------|
|----------|------|------------------|-----------|------------|

SUMMARY OF FUNDS:

GENERAL FUND
CAPITAL FUND
CABLE TV
TID #4 DISTRICT
SOLID WASTE ENTERPRISE

~~86,897.83~~ 237,977.07
6,787.69
1,263.27
18,298.70
628.31

TOTAL --- ALL FUNDS

~~113,875.80~~ 264,955.04

Helmut Bacon 6/9/2020
Jan Uhl - 6/9/2020

COMMON COUNCIL
June 2, 2020

A meeting of the Common Council was called to order at 7:02 pm by Mayor Ward. The Pledge of Allegiance was recited. Roll call: Bacon, Hayes, Williams, Gustafson, Nault, Wiederanders and Reeths were present. Ald. Bacon, Williams, Gustafson, Nault, and Reeths and Mayor Ward appeared in person. Aids. Hayes, and Wiederanders appeared virtually via Zoom.

Nault/Williams to adopt agenda moving Item 8I to regular agenda and remove Item 16 (closed session) from the agenda. Carried.

The mayor presented the Open Door Pride Proclamation to Cathy Grier.

The following people spoke during public comment: Scott Moore, 947 Pennsylvania St; Cathy Grier, 153 S. 3rd Ave; Pam Seiler, Destination Sturgeon Bay – 36 S. Third Ave.

Bacon/Williams to approve following bills: General Fund - \$37,083.09, Capital Fund - \$239,750.33, Cable TV - \$6,935.84, TID #4 – \$839.58, and Solid Waste Enterprise Fund - \$20,355.74 for a grand total of \$304,964.58. Roll call: All voted aye. Carried.

Bacon/Nault to approve consent agenda:

- a. Approval 5/19/20 regular Common Council minutes.
- b. Place the following minutes on file:
 - (1) Finance/Purchasing & Building Committee – 5/12/20
 - (2) Zoning Board of Appeals – 5/26/20
- c. Place the following reports on file:
 - (1) Fire Department Report – April 2020
 - (2) Bank Reconciliation – April 2020
 - (3) Revenue & Expense Report – April 2020
- d. Consideration of: Approval of Beverage Operator licenses.
- e. Consideration of: Approval of "Class B" Combination licenses, Class "B" Beer Licenses, "Class A" Combination Licenses, Class "A" Beer Licenses, and "Class C" Wine Licenses for the 2020-2021 license year.
- f. Consideration of: Approval of Sidewalk Café Permit for Nutmeg Spice.
- g. Consideration of: Approval of Sidewalk Café Permit for Door County Candy, LLC.
- h. Consideration of: Approval of Sidewalk Café Permit for Crate.
- i. Consideration of: Approval of Sidewalk Café Permit for Bluefront Café.
- j. Consideration of: Approval of Sidewalk Café Permit for Brick Lot Pub.
- k. Consideration of: Approval of Renewal of Commercial Quadricycle License for Door County Pedal Trolley, LLC.
- l. ~~Community Protection & Services Committee recommendation re: Approve Proposed Changes to General Procedures for Public Comment at Common Council meetings.~~
Moved to regular agenda.
- m. Community Protection & Services Committee recommendation re: Approve Revised Pier Permit Procedure.
- n. Personnel Committee recommendation re: Approve the School Resource Officer Position and Fill the Vacant Police Officer Position.

Carried.

RECOMMENDATION

We, the Community Protection & Services Committee, hereby recommend to approve the proposed changes to the General Procedures for Public Comment at Common Council meetings.

COMMUNITY PROTECTION & SERVICES COMMITTEE
By: Dan Williams, Chr.

Discussion took place regarding changing the time that slips could be turned in to speak. Hayes/Wiederanders to amend the motion to add "in the 30 minutes" prior to the start of the meeting. Motion failed. Vote taken on original motion. Carried with Hayes voting no.

Williams/Gustafson to approve awarding the bid to Valley Sealcoat for converting two tennis courts to six pickleball courts at a price not to exceed \$26,231. Carried.

Gustafson/Wiederanders to ratify the resolution waiving interest and penalties on certain late property tax payments due and payable after April 1, 2022. Carried.

Nault/Bacon to ratify the resolution to temporarily suspend the requirement under Section 8.06(2)(f) of the Municipal Code and Under the Sidewalk Café Policy that outdoor seating associated with a sidewalk café be immediately adjacent to the restaurant. Carried.

Thad Majowski from Cedar Corp and Michael Jischke from SRF Consulting gave an overview of the 60% plans for the West Waterfront Promenade. It was pointed out that the project would be phased for construction. The 95% completion presentation will be presented to the Council in July. No action was taken.

The City Administrator gave his report.

The Mayor gave his report.

Nault/Gustafson to adjourn. Roll call: All voted aye. Carried. The meeting adjourned at 8:04 p.m.

Respectfully submitted,



Stephanie L. Reinhardt
City Clerk/HR Director

COMMUNITY PROTECTION & SERVICES COMMITTEE

May 13, 2020

A meeting of the Community Protection & Services Committee was called to order at 4:00 p.m. by Chairperson Williams in the Council Chambers, City Hall. **Roll Call:** Members Ald. Williams, Ald. Reeths and Ald. Wiederanders were present. Also present from City Departments were Mr. VanLieshout, Chief Dietman, Chief Porter, Mr. Barker, Asst. Chief Montevideo, Mr. Olejniczak, Mr. Sullivan-Robinson and Ald. Hayes.

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

1. Roll Call
2. Adoption of Agenda
3. Public Comment on Agenda Items
4. Approval of Meeting Minutes
5. Consideration of: Request from Judy Lewis to operate a taxicab in the City of Sturgeon Bay DBA Judy's Taxi.
6. Consideration of: Request from Judy Lewis to operate a shuttle service in the City of Sturgeon Bay DBA Judy's Shuttle.
7. Consideration of: Review and Revise the Rules for Public Comment for the Council Agenda.
8. Consideration of: Revised Dock Permit Application.
9. Consideration of: Parklet Project
10. Adjourn

Public Comment

Ald. Hayes: 111 S. 7th Avenue

Approval of Meeting Minutes

It was discussed that each committee will now be approving their own meeting minutes; as opposed to having them approved at Council.

Taxicab and Shuttle Service

Judith Lewis of 8229 Horseshoe Lane, Sturgeon Bay, has applied to operate a taxicab and a shuttle service within the city. Ms. Lewis will be doing business as Judy's Taxi. Ms. Lewis introduced herself and gave some background on her experience and plans for the two services.

Moved by Ald. Reeths, seconded by Ald. Wiederanders, to approve the request from Judith Lewis to operate a taxicab service. All ayes. Carried.

Moved by Ald. Reeths, seconded by Ald. Wiederanders, to approve the request from Judith Lewis to operate a shuttle service. All ayes. Carried.

Moved by Ald. Reeths, seconded by Ald. Wiederanders to establish and set a public hearing date of June 4, 2020 at 4:00pm in conjunction with the next CPS Committee meeting. All ayes. Carried.

Rules for Public Comment

Ald. Williams introduced the proposed changes. Public comment forms can be turned in up to the beginning of the Council meeting. It was suggested constituents with a concern should reach out to their Alderperson first to have them bring an item to an appropriate committee.

Moved by Ald. Wiederanders, seconded by Ald. Reeths, to recommend the Common Council approve the proposed changes to the General Procedures for Public Comment at Common Council Meetings. Carried. All ayes.

Dock Permit Application

Mr. Barker cleaned up the current application and made changes so that is complied with the City ordinance on pier permit procedures.

Moved by Ald. Reeths, seconded by Ald. Wiederanders, to recommend the Common Council approve the revised Pier Permit Procedure application. Carried. All ayes.

Parklet Project

Pam Seiler from Destination Sturgeon Bay gave an overview on what the project will consist of. The Planning/Zoning Administrator, Chris Sullivan-Robinson, gave an overview of the design guidelines detailed in the agenda packet. More discussion is needed. Prior to the next CPS meeting topics to consider include: creating an entertainment district, changing the open intoxicant ordinance, how much room parklets can take up and how to finalize approval for the project.

Moved by Ald. Williams, seconded by Ald. Reeths, to approve the concept for the Parklet Project, and to work out details prior to the next CPS meeting on June 4, 2020. All ayes. Carried.

Moved by Ald. Reeths, seconded by Ald. Wiederanders, to adjourn the meeting of the Community Protection Services Committee. All ayes. Carried. The meeting was adjourned at 4:51 p.m.

Respectfully submitted,



Sarah Spude-Olson
Police Department Office Manager

FINANCE/PURCHASING & BUILDING COMMITTEE
May 26, 2020

A meeting of the Finance/Purchasing & Building Committee was called to order at 4:00 pm by Chairperson Bacon in the Council Chambers, City Hall. Roll call: Alderpersons Bacon, Wiederanders and Williams were present. Ald. Wiederanders appeared by Zoom and Alders. Bacon and Williams appeared in person. Also present: Mayor Ward, Alderperson Gustafson, Alderperson Nault, Alderperson Reeths, City Administrator Van Lieshout, City Treasurer /Finance Director Clarizio, Community Development Director Olejniczak, Police Chief Porter, Police Captain Brinkman, Fire Chief Dietman, Assistant Fire Chief Montevideo, Municipal Services Director Barker and Receptionist Metzger.

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

1. Roll call.
2. Adoption of agenda.
3. Public comment on agenda items and other issues related to finance & purchasing.
4. Consideration of: Lease for Sarter Marine Towing Company.
5. Convene in closed session in accordance with the following exemptions:

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

- a. Consideration of: Lease for Sarter Marine Towing Company

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

6. Review bills.
7. Adjourn.

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

Consideration of: Lease for Sarter Marine Towing Company

Community Development Director Olejniczak noted the lease terms presented are according to previous direction from the Finance Committee and discussions with Sarter Marine Towing. He stated the lease does allow for storage area however the exact location has yet to be determined but will be constructed as part of the west waterfront promenade project and costs to Sarter Marine Towing will be amortized by the lease payments.

After Alderperson Bacon announced the statutory basis, it was moved by Alderperson Bacon, seconded by Alderperson Williams to convene in closed session. Roll call: Alderpersons Bacon, Wiederanders and Williams voted aye. Carried. The meeting moved into closed session at 4:08 pm. The meeting adjourned at 4:29pm.

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 Bacon, seconded by Alderperson Williams to adjourn. Carried. The meeting 4:32pm.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Tricia Metzger", with a stylized flourish extending to the right.

Tricia Metzger

PARKING & TRAFFIC COMMITTEE

May 26, 2020

A meeting of the Parking & Traffic Committee was called to order at 4:36 p.m. by Chairperson Reeths in Council Chambers, City Hall, 421 Michigan Street.

Members Kirsten Reeths, Gary Nault and Spencer Gustafson were present. Also present: Police Chief Arleigh Porter, Municipal Services Director Mike Barker, City Administrator Josh VanLieshout, Community Development Director Marty Olejniczak, Police Captain Dan Brinkman, Fire Chief Tim Dietman, Fire Assistant Kalin Montevideo, and Municipal Services Assistant Colleen DeGrave.

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

- 1. Roll call.**
- 2. Adoption of agenda.**
- 3. Approval of minutes from 1/27/2020.**
- 4. Public comment.**
- 5. Discussion of: Agenda items from January meeting**
- 6. Consideration of: Parklet Pilot Program**
- 7. Consideration of: Street closure for 3rd Ave. from Michigan St. to Jefferson St.**
- 8. Consideration of: On street handicapped parking spaces for Nicolet Bank and Martin Park**
- 9. Adjourn.**

All in favor. Carried.

Moved by Ald. Gustafson, seconded by Ald. Nault, to approve the amended minutes from 1/27/2020. Carried.

Public comment.

The following spoke during public comment: David Hayes, 111 S. 7th Ave., Ken Glasheen, 920 Michigan St., Pam Seiler of Destination Sturgeon Bay, Phil Rockwell, 147 N. 3rd Ave., Sherry Schultz, 159 N. 3rd Ave., George Draeb, 50 N. 3rd Ave., and Reagan Smoker, 336 Louisiana St.

Discussion of: Agenda items from January meeting

Consideration of: Parklet Pilot Program

Chris Sullivan-Robinson stated the purpose of the Parklet Pilot program would be to help businesses. He explained the steps that would be involved in creating parklets. He said the first step would be community support, after which, there is an application and permit fee, design plans and a hold harmless agreement. Construction would be overseen by Municipal Services, and finally maintenance and removal at the end of the duration of the parklet season. Mr. Olejniczak added the program is not just drafted for 3rd Ave., and that parklets could be done with or without the streets open. He said retailers could use it for extra space as well as restaurants. Ald. Nault reported that he had taken a walk down 3rd Ave. and talked with many shop and restaurant owners, and many of them felt parking was already an issue and would be made worse by adding parklets. Discussion took place on whether the Café Permits need to be updated and space looked at on a case by case basis. Police Chief Porter and Fire Chief Dietman both thought if parklets were placed anywhere, safety was the top priority.

Moved by Ald. Reeths, seconded by Ald. Nault to send the agenda item to the Community Protection & Services Committee. All in favor. Carried.

Consideration of: Street closure for 3rd Ave. from Michigan St. to Jefferson St.

Discussion took place on whether to close 3rd Ave. to through traffic, to create more leisure space downtown and encourage more pedestrian traffic. A few drawbacks discussed were whether that would create additional labor on weekends from Municipal Services and additional police monitoring. There were also concerns about increased pedestrian/vehicular conflicts.

Moved by Ald. Reeths, seconded by Ald. Gustafson to send the agenda item to the Community Protection & Services Committee. All in favor. Carried.

Consideration of: On street handicapped parking spaces for Nicolet Bank and Martin Park

Discussion took place on whether to place more handicapped parking at both Nicolet Bank and Martin Park. It was stated that Nicolet Bank has its own handicapped parking stalls off street, but they are distant from the entrance. Mr. Barker requested Nicolet Bank be responsible for cleaning the side ramp entrances during a snow event. More discussion took place on a location for a handicapped parking space at Martin Park.

Moved by Ald. Nault, seconded by Ald. Gustafson to place a handicap parking stall on the north side of 4th Ave. All in favor. Carried.

Moved by Ald. Nault, seconded by Ald. Gustafson to place a handicap parking stall on the north side of Pennsylvania St.

Meeting adjourned at 6:01 p.m.

Respectfully Submitted,



Colleen DeGrave
Municipal Services Assistant

PERSONNEL COMMITTEE
May 27, 2020

A meeting of the Personnel Committee was called to order by Chair Williams at 9:00 a.m. in the Council Chambers. Roll call: Members Williams, Bacon and Gustafson were present.

Bacon/Gustafson to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Consideration of: Approving the School Resource Officer Position and Filling the Vacant Police Officer Position.
4. Adjourn.

Carried.

Police Captain Brinkman addressed the Committee regarding the history of the School Resource Officer Position and the ultimate need to fill the vacant police officer position that is created by the SRO becoming a Police Department position.

Gustafson/Bacon to recommend to the Common Council to approve the School Resource Officer position and fill the vacant police officer position. Carried.

Bacon/Gustafson to adjourn. Carried. The meeting adjourned at 9:07 am.

Respectfully submitted,



Stephanie L. Reinhardt
City Clerk/HR Director

AESTHETIC DESIGN AND SITE PLAN REVIEW BOARD
Monday, June 8, 2020

The Aesthetic Design and Site Plan Review Board meeting was called to order at 6:01 p.m. by Chairperson Mark Lake in the Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Members Mark Lake, Dennis Statz, Mark Struck, Dave Augustson, and Jon Burk were present. Excused: Members Cheryl Frank and Cindy Weber. Also present were Planner/Zoning Administrator Christopher Sullivan-Robinson and Community Development Secretary Cheryl Nault.

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

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from March 23, 2020.
4. Election of officers.
5. Consideration of: Development plans for Jeff Jahnke, 145 S Neenah Avenue.
6. Consideration of: Electronic Variable Message Sign (EVMS) for Dairy Queen, 902 Egg Harbor Road.
7. Adjourn.

All ayes. Carried.

Approval of minutes from March 23, 2020: Moved by Mr. Statz, seconded by Mr. Burk to approve the minutes from March 23, 2020. All ayes. Carried.

Election of officers: Mr. Lake explained that at the first meeting after the April election the Board is to elect a chairman and a vice-chairman. He opened up nominations for vice-chair.

Mr. Burk nominated Mr. Statz for vice-chair. There were no other nominations. All ayes. Carried.

Mr. Statz nominated Mr. Lake for chair. Mr. Lake responded that he will be moving out of the City when his new home will be ready, approximately in November. The Board agreed that Mr. Lake should remain chair until he moves out of the City limits. There were no other nominations. All ayes. Carried.

Consideration of: Development plans for Jeff Jahnke, 145 S Neenah Avenue: Jeff Jahnke, 1107 Twin Harbor Dr., Winneconne and 162 S 3rd Avenue, provided samples of the materials that will be used for his office/duplex on Neenah Avenue. An alternate landscape plan was provided that did not include the front patio in case he decided not to install it. A cherry tree will be planted in front of the building. The color of the steel roof will be ocean blue. The Everlast plank vinyl siding will be ivory cream in color. The windows will be two-pane, double hung, with no grating. The windows, trim, and edge of the roof will be white. The handrail will be a translucent white color. The garage will have raised panel white doors. A fabric awning will be placed above the entryway.

Mr. Jahnke added that since this is an office as well as a duplex, a sprinkler system needs to be installed per state code. If the ramp requires a railing per ADA, he will install one. Otherwise, he will not put one in.

Mr. Sullivan-Robinson stated that there were no issues with the revised landscaping plan. The plan illustrates a hedge along the west side of the property line. The south side will be retaining some trees. Two styles of lighting are proposed and are both night sky friendly. The project has an approved PUD, but must also get approval by the Board before proceeding. Any signage should also come back before the Board for approval.

After discussion, it was moved by Mr. Statz, seconded by Mr. Augustson to grant a certificate of appropriateness as presented, including windows, roofing, garage doors, colors, landscaping, and handrails, with signage to be approved in the future, potentially by the chair. All ayes. Carried.

Consideration of: Electronic Variable Message Sign (EVMS) for Dairy Queen, 902 Egg Harbor Road:

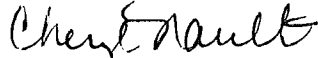
Owner of the Dairy Queen, Matt Zeratsky, Brookfield, WI, was present through Zoom. He stated that he would like to replace the message portion of his sign with a 4' x 7' digital sign. The digital sign would be approximately 1-2 feet larger in size than what is existing. It will be self-dimming and will be able to comply with all operational standards.

Discussion was held regarding the color of the sign cabinet. Mr. Augustson suggested the color to be consistent with the other portion of the existing sign. It was also decided that landscaping would be nice at the base of the sign.

After discussion, it was moved by Mr. Statz, seconded by Mr. Struck to grant a certificate of appropriateness as presented. Mr. Zeratsky was encouraged to look into landscaping at the base of the sign. All ayes. Carried.

Adjourn: Moved by Mr. Augustson, seconded by Mr. Burk to adjourn. All ayes. Carried. The meeting adjourned at 6:35 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Cheryl Nault".

Cheryl Nault
Community Development Secretary

Board of Review
June 9, 2020

A meeting of the Board of Review was called to order at 9:01 a.m. by City Clerk Reinhardt in Council Chambers, City Hall. Roll call: Members Wiese, Loss, Phipps, Allmann and Wiegand were present. Also present: City Clerk Stephanie Reinhardt.

Moved by Mr. Wiegand, seconded by Ms. Wiese to adopt the following agenda:

1. Roll call.
2. Adoption of Agenda.
3. Election of President of the Board of Review.
4. Election of Vice-President of the Board of Review.
5. Adjourn to a date to be specified after, when assessment roll will be ready for hearing objections.

Carried.

Moved by Mr. Wiegand, seconded by Ms. Wiese to nominate Robert Loss as President of the Board of Review and close nominations. Carried.

Moved by Ms. Wiese, seconded by Mr. Wiegand to nominate Mr. Phipps as Vice-President of the Board of Review and close nominations. Carried.

Moved by Ms. Wiese, seconded by Mr. Phipps to adjourn to a date to be specified later, when the assessment roll will be ready for hearing objections. All voted aye. Carried. The meeting adjourned at 9:09 a.m.

Respectfully submitted,



Stephanie L. Reinhardt
City Clerk/Human Resources Director

CITY OF STURGEON BAY
INSPECTION DEPARTMENT

May 30, 2020

THE FOLLOWING IS THE MONTHLY SUMMARY OF THE ACTIVITIES OF THE INSPECTION DEPARTMENT FOR THE MONTH OF MAY 2020

| May-20 | YEAR TO DATE | | May-20 | YEAR TO DATE |
|---|--------------|---|-------------------|--------------------|
| 1 | 1 | ONE FAMILY DWELLINGS | 180,900 | 180,900 |
| 0 | 1 | TWO FAMILY DWELLINGS | ----- | 267,900 |
| 0 | 0 | MULTIPLE FAMILY DWELLINGS | ----- | ----- |
| 1 | 4 | MANUFACTURED HOME | 123,300 | 241,300 |
| 0 | 0 | C.B.R.F. | ----- | ----- |
| 0 | 0 | RESIDENTIAL ADDITIONS | ----- | ----- |
| 3 | 18 | RESIDENTIAL ALTERATIONS | 9,800 | 336,495 |
| 2 | 5 | RESIDENTIAL GARAGES/CARPORTS | 35,000 | 135,000 |
| 0 | 0 | RESIDENTIAL GARAGE ADDITIONS & ALTERATIONS | ----- | ----- |
| 0 | 2 | RESIDENTIAL STORAGE BUILDINGS | ----- | 7,150 |
| 0 | 0 | RESIDENTIAL SWIMMING POOLS | ----- | ----- |
| 0 | 0 | NON-RESIDENTIAL SWIMMING POOLS | ----- | ----- |
| 1 | 3 | NEW COMMERCIAL BUILDINGS | 287,445 | 698,445 |
| 0 | 1 | NON-RESIDENTIAL ADDITIONS | ----- | 4,040,000 |
| 3 | 22 | NON-RESIDENTIAL ALTERATIONS | 14,400 | 900,232 |
| 0 | 0 | MUNICIPAL BUILDINGS | ----- | ----- |
| 0 | 0 | WAREHOUSES | ----- | ----- |
| 0 | 0 | FACTORY & SHOP | ----- | ----- |
| 0 | 0 | COMMUNICATION TOWER | ----- | ----- |
| 0 | 0 | SUBSTATION | ----- | ----- |
| 0 | 0 | AGRICULTURAL BUILDINGS | ----- | ----- |
| 11 | 57 | TOTAL ESTIMATED COST OF CONSTRUCTION | \$469,945 | \$6,626,522 |
| May-20 | YEAR TO DATE | TOTAL PERMITS ISSUED | May-20 | YEAR TO DATE |
| 11 | 57 | BUILDING PERMITS | 1,502 | 10,765 |
| 8 | 60 | ELECTRICAL PERMITS | 1,412 | 6,463 |
| 4 | 35 | PLUMBING PERMITS | 281 | 3,440 |
| 2 | 27 | HEATING PERMITS | 171 | 4,455 |
| 2 | 79 | SIGN PERMITS | 60 | 2,440 |
| 2 | 4 | MISCELLANEOUS PERMITS | 50 | 100 |
| 0 | 0 | SUMP PUMP PERMITS | ----- | ----- |
| 0 | 1 | REINSPECTION FEE | ----- | 40 |
| 0 | 1 | EARLY STARTS | ----- | 100 |
| 2 | 5 | EROSION CONTROL | 250 | 575 |
| 0 | 0 | STATE PLAN APPROVALS | ----- | ----- |
| 1 | 3 | PARK & PLAYGROUND PAYMENTS | 300 | 900 |
| 2 | 5 | WISCONSIN PERMIT SEALS | 70 | 175 |
| 1 | 2 | ZONING BOARD OF APPEALS APPLICATIONS | 300 | 600 |
| 0 | 0 | ZONING CHANGES/P.U.D. APPLICATIONS | ----- | ----- |
| 0 | 1 | PLAN COMMISSION - CONDITIONAL USES | ----- | 300 |
| 0 | 1 | CERTIFIED SURVEY MAP REVIEWS | ----- | 30 |
| 0 | 0 | SUBDIVISION PLATTING REVIEW | ----- | ----- |
| 0 | 0 | MISCELLANEOUS REVENUE | ----- | ----- |
| 0 | 0 | (COPIES, POSTAGE, SALE OF MAPS, ETC.) | ----- | ----- |
| 0 | 0 | RESIDENTIAL BUILDINGS MOVED | ----- | ----- |
| 0 | 0 | NON-RESIDENTIAL BUILDINGS MOVED | ----- | ----- |
| 0 | 1 | CHANGE OF USE | ----- | 277 |
| 0 | 0 | RESIDENTIAL OCCUPANCY FEES | ----- | ----- |
| 1 | 10 | COMMERCIAL OCCUPANCY FEES | 50 | 900 |
| 0 | 0 | PIER PERMIT | ----- | ----- |
| 0 | 0 | DEMOLITION | ----- | ----- |
| 0 | 11 | PLAN REVIEW FEE | ----- | 3,440 |
| | | ADMIN FEE | 185 | 1,411 |
| TOTAL RECEIPTS DEPOSITED WITH CITY TREASURER | | | \$4,631.00 | \$36,411.00 |

Cheryl Nault
Building Inspection Dept.



STURGEON BAY POLICE DEPARTMENT



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

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

From: Captain Daniel J. Brinkman

Subject: Monthly Report for May, 2020

Date: June 9, 2020

The following is a summary of the Police Department's activities for the month of May that includes crimes investigated, traffic accidents investigated, training completed, and public education provided by department members.

Crimes Investigated

The Department, during the month, investigated a total of 42 crimes.

These crimes can be broken down and classified as follows.

| | |
|-----------------------------------|----|
| Battery..... | 01 |
| Vehicle Theft..... | 01 |
| Disorderly Conduct..... | 05 |
| Possess Controlled Substance..... | 05 |
| Fraud / Forgery..... | 04 |
| Domestic Abuse..... | 01 |
| Theft..... | 09 |
| Criminal Damage to Property..... | 05 |
| Threats to Injure..... | 05 |
| ICAC..... | 01 |
| Bail Jumping..... | 05 |
| TOTAL 42 | |

The above crimes resulted in the loss of \$4,290 to the community, of which \$4,000 has been recovered.

Arrests

The Department completed a total of 43 arrests during the month. These arrests encompass violations from traffic to felony, and are listed below by type of violations and number of arrests for each category.

| | |
|---|-----------------|
| A. Felony Crime Arrest | |
| ICAC..... | 01 |
| Child Neglect..... | 01 |
| Child Abandonment..... | 01 |
| Bail Jumping..... | 04 |
| | TOTAL 07 |
| B. Misdemeanor Crime Arrests | |
| Disorderly Conduct..... | 05 |
| Possess Drug Paraphernalia..... | 05 |
| Possess Controlled Substance | 03 |
| Battery..... | 02 |
| Obstruct Officer..... | 01 |
| Weapon Offense..... | 01 |
| Criminal Damage to Property..... | 01 |
| | TOTAL 18 |
| Wisconsin Probation & Parole Arrests / Warrant Arrests | 03 |
| | TOTAL 03 |
| C. Ordinance Violation Arrests | |
| Disorderly Conduct | 02 |
| Disorderly Conduct w/ Vehicle | 01 |
| Littering..... | 01 |
| | TOTAL 04 |
| D. Traffic Crime Arrests | |
| | TOTAL 00 |
| E. Traffic Violation Arrests | |
| Operate Motor Vehicle w/o Insurance..... | 04 |
| Operate Motor Vehicle while Suspended/Revoked..... | 03 |
| Speeding..... | 02 |
| Miscellaneous Violations..... | 02 |
| | TOTAL 11 |

In addition to the preceding arrests, the Department conducted a total of 34 traffic stops during the month and logged 12 violations for various motor vehicle defects and local ordinances and issued 07 written warnings for those violations. A total of 01 parking ticket was issued for parking violations throughout the city.

Traffic Accidents

The Department during the month investigated a total of 06 vehicle accidents. These accidents are categorized into four types.

| | | |
|----|--|----|
| A. | Motor Vehicle Accidents Involving Fatalities | 00 |
| B. | Motor Vehicle Accidents Involving Injuries..... | 00 |

| | | |
|----|---|-----------------|
| C. | Motor Vehicle Accidents Involving Property Damage | 05 |
| | (greater than \$1,000.00) | |
| D. | Motor Vehicle Accidents Involving Property Damage | 01 |
| | (less than \$1,000.00) | |
| | | TOTAL 06 |

Police Service Calls

Department members handled 380 service calls during the month. These calls consist of both citizen requests for police service as described below (329), crimes investigated (42), traffic accidents investigated (06), and Wisconsin Probation and Parole Assists (03).

| | | |
|----|--|----|
| A. | Traffic and Road Incidents..... | 62 |
| | This category consists of all assignments involving assists to stranded motorists, directing traffic, complaints of noisy or otherwise disorderly vehicles, removing obstructions from roadways, and all parking problem complaints. | |
| B. | Noise Complaints..... | 09 |
| | These complaints involve private parties, licensed liquor establishments, and parties in public places. | |
| C. | Sick and Injured Persons..... | 07 |
| | Assistance rendered to the Ambulance Service and sick or injured persons. | |
| D. | Alarms..... | 17 |
| | Officers responded to activated burglar and hold-up alarms at area banks and other business establishments and residences as well as fire alarms. | |
| E. | Complaints Involving Animals..... | 25 |
| | Investigations by officers of noisy animals, loose animals, animal bites, wild animals and sick, injured or dead animal complaints. | |
| F. | Civil Disputes..... | 06 |
| | Arguments between neighbors, landlords and tenants, and family members where no crimes have been committed. | |
| G. | Escorts..... | 05 |
| | Transporting citizens, money escorts for area financial institutions, funerals, and for area industry and farming. | |
| H. | Citizen Assist | 32 |
| | This category is broad and involves such services as assistance in gas drive-off, emergency notifications, attempts to locate people, retrieval of personal property, and vehicle registration assistance. | |
| I. | Assistance Rendered to Other Agencies..... | 05 |

Includes assistance to other law enforcement and government agencies.

J. Suspicious Person / Vehicle / Circumstance 18

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

K. Self-Initiated Field Activity..... 10

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

L. Juvenile Problems 10

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

M. Miscellaneous Incidents 95

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

N. Welfare Checks 28

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

TOTAL 329

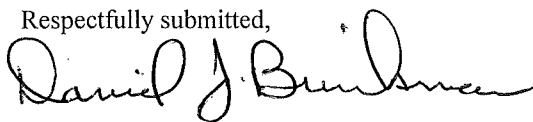
Department Training

Department members qualified with their department issued handgun to satisfy the mandatory state certification.

NOTE

The month of May ended with COVID-19 still an issue. Officers conducted very few traffic stops and their interaction with the public remained very limited.

Respectfully submitted,



Captain Daniel J. Brinkman

BEVERAGE OPERATOR LICENSE:

1. Englebert, Roy H.
2. Gray, Matthew P.
3. Guidinger, Gary A.
4. Hein, Stanley R. III
5. Henry, Julie A.
6. Jorgenson, Kathryn A.
7. Jurso, Victor S.
8. Nei, Matthew A.
9. O'Hern, Daniel J.
10. Quo, Qi Wen
11. Rodriguez, Laura S.
12. Suess, Amanda M.
13. Walker, Mack S.
14. Zenefski, Zach J.

2020/2021 City of Sturgeon Bay Liquor Licenses

8

"Class B" Comb. Licenses

Captain JJ's Nautical Inn, LLC (Nautical Inn)
Carter Holdings, LLC (Brick Lot Pub & Grill)
Cherry Lanes, LLC
Clarence G Cumber, Jr. (Butch's Bar)
JW & MA Enterprises, LLC (Inn at Cedar Crossing)
Kitty O'Reilly's Irish Pub, LLC
Kona Bay, Inc (The Lodge at Leathem Smith)
Old Mexico Mexican Bar & Grill, Inc.
P.V.C.N., Inc (Apple Valley Lanes)
Kenneth S Schultz (Dutch's Bar)
Sonny's Pizzeria, LLC (Sonny's Italian Kitchen)
Trattoria DalSanto, LLC

Agent

John S Harring, Jr.
Wendi S Carter
Kevin Bosman
Reagan O. Smoker
Amy L. Crook
Paul R Meleen
Veronica Medina Ramirez
Michelle J Pfannenstiel
Laura Estes
Michael Anthony DalSanto

Address

234 Kentucky Street
253 N 3rd Ave
127 N 4th Ave
112 S 3rd Ave
336 Louisiana Street
59 E Oak St
1640 Memorial Dr
901 Egg Harbor Road
1217 N 14th Ave
1207 Rhode Island St
129 N Madison Ave
117 N 3rd Ave

"Class B" Liquor License (Wine Only) Winery

C & N Corporation (Louie D'or's Olive Oil & Wine Shoppe / Root Bistro & Wine Bar)

Agent

Noreen M. Pollman

Address

23 N 3rd Avenue

Class "B" Beer Licenses

Bridgeport Resort Condo Owners Assoc, Inc. (Bridgeport Resort)
C & N Corporation (Louie D'or's Olive Oil & Wine Shoppe / Root Bistro & Wine Bar)
Hong Kong Buffet Guo, Inc (Hong Kong Buffet)
Howie's Tackle, LLC
Jacob's Bluefront Café, LLC (Bluefront Café)
Starboard Brewing Company, LLC
Third Avenue Playhouse, Inc

Agent

Thad G Birmingham
Noreen M. Pollman
Qi Wen Guo
Michael K Richard
Patrick L Barbercheck
Patrick J Surfus
Robert C Boles

Address

50 W Larch St
23 N 3rd Avenue
1300 Egg Harbor Rd, Ste #102
1309 Green Bay Rd
86 W Maple St
151 N 3rd Avenue
239 N 3rd Avenue

2020/2021 City of Sturgeon Bay Liquor Licenses

"Class A" Comb. Licenses

Healthy Way Market, LLC
R S Patel LLC (Hol N' One Mobil)
Shop-Rite, LLC (Pick n' Save #329)
T & C Markets, Inc (Tadych's Econo Foods)
Tikapur Petroleum (Cherryland Shell)
Walgreen, Co (Walgreens #07635)

Agent

Adam D Goettelman
Bhavin Patel
David R. Nath
Jon R Calhoun
Turk Raj Ojha
Sarah J Olson

Address

216 S 3rd Ave
25 N Madison Ave
1847 Egg Harbor Rd
1250 N 14th Ave
1331 Green Bay Rd
808 S Duluth Ave

Class "A" Liquor Licenses

Bridgeport Resort Condo Owners Assoc, Inc. (Bridgeport Resort)

Agent

Thad G Birmingham

Address

50 W Larch St

"Class C" Wine License

Hong Kong Buffet Guo, Inc (Hong Kong Buffet)
Jacob's Bluefront Café, LLC (Bluefront Café)

Agent

Qi Wen Guo
Patrick L Barbercheck

Address

1300 Egg Harbor Rd, Ste #102
86 W Maple St

Class B Combo License (300 Seat License)

DC Fire Co, LLC (Door County Fire Company)

Agent

Kenneth B Glasheen

Address

38 S 3rd Ave

8f.

8f.

Renewal Alcohol Beverage License Application

(Submit to municipal clerk. Read instructions on page 3.)

For the license period beginning: 6-17-20 ending: 11-17-20
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☐ Village of ☒ City of } Sturgeon Bay

County of Door Aldermanic Dist. No. -
(if required by ordinance)

Check one: ☐ Individual ☒ Limited Liability Company
☐ Partnership ☐ Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

| | | | |
|------------------|---------|---------------|--|
| Full Name (Last) | (First) | (Middle Name) | Home Address (Street, City or Post Office, & Zip Code) |
| Full Name (Last) | (First) | (Middle Name) | Home Address (Street, City or Post Office, & Zip Code) |
| Full Name (Last) | (First) | (Middle Name) | Home Address (Street, City or Post Office, & Zip Code) |

B. LLC or Corporation (and Agent):

| | |
|--|--|
| Full Legal Name of Corporation / Nonprofit Organization / Limited Liability Company <u>PKS3 LLC</u> | Address of Corporation / Limited Liability Company (if different from licensed premises) <u>5780 W. Jorns Ln Sturgeon Bay</u> |
|--|--|

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent.

| | | | |
|----------------------------------|--------------------------|---------------|--|
| Agent Last Name <u>Kelsey</u> | (First) <u>Martin</u> | (Middle Name) | Home Address (Street, City or Post Office, & Zip Code) <u>4409 St. Hwy 57, Sturgeon Bay, WI 54235</u> |
|----------------------------------|--------------------------|---------------|--|

All Officer(s) Director(s) of Corporation and Members / Managers of Limited Liability Company:

| | | | |
|--|---------------------------|---------------|--|
| President / Member Last Name <u>STERNARD</u> | (First) <u>JOHN</u> | (Middle Name) | Home Address (Street, City or Post Office, & Zip Code) <u>2494 Hwy Rd. U Sturgeon Bay 54235</u> |
| Vice President / Member Last Name <u>KELSEY</u> | (First) <u>MARTIN</u> | (Middle Name) | Home Address (Street, City or Post Office, & Zip Code) <u>4409 St. Hwy 57 Sturgeon Bay 54235</u> |
| Secretary / Member Last Name <u>SARGENT</u> | (First) <u>MIKE</u> | (Middle Name) | Home Address (Street, City or Post Office, & Zip Code) <u>5780 W Jorns Ln Sturgeon Bay 54235</u> |
| Treasurer / Member Last Name <u>SARGENT</u> | (First) <u>MELANIE</u> | (Middle Name) | Home Address (Street, City or Post Office, & Zip Code) <u>5780 W. Jorns Ln Sturgeon Bay 54235</u> |
| Directors / Managers Last Name | (First) | (Middle Name) | Home Address (Street, City or Post Office, & Zip Code) |
| Directors / Managers Last Name | (First) | (Middle Name) | Home Address (Street, City or Post Office, & Zip Code) |

C. Business Information

- Trade Name PKS3 LLC Business Phone Number 920 559-0366
- Address of Premises 812 N. 14th Ave Post Office & Zip Code 54235
- Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes ☒ No ☐
- Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) under grandstands

| Applicant's Wisconsin Seller's Permit Number <u>456-102975 1032-02</u> | |
|---|------------------|
| FEIN Number <u>81-5158614</u> | |
| TYPE OF LICENSE REQUESTED | FEE |
| <input type="checkbox"/> Class A beer | \$ 1.00 |
| <input checked="" type="checkbox"/> Class B beer (6 months) | \$ 1.00 |
| <input type="checkbox"/> Class C wine | \$ 1.00 |
| <input type="checkbox"/> Class A liquor | \$ 5.00 |
| <input type="checkbox"/> Class A liquor (cider only) | \$ N/A |
| <input type="checkbox"/> Class B liquor | \$ 5.00 |
| <input type="checkbox"/> Reserve Class B liquor | \$ |
| <input type="checkbox"/> Class B (wine only) winery | \$ |
| Publication fee | \$ 8.90 |
| TOTAL FEE | \$ 108.90 |

SIDEWALK CAFÉ PERMIT APPLICATION

Application for sidewalk café permit must include:

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

Name of applicant: _____

KATE SHEPARD-UTZINGER

Establishment Name: _____

KICK coffee

Address: _____

148 N. 3rd AVE, STURGEON BAY

Phone/Email: _____

920.746.1122 Contact@kickcoffee
shop.com

☒ Written Request Submitted

☒ Cert of Insurance (additional insured) submitted

☒ Scaled Diagram submitted

☒ Hold Harmless Certificate submitted

☐ Fee Paid _____

Date Completed Application Submitted: _____

May 27, 2020

Community Development Approval: _____

05-28-20 CR

Department of Public Works Approval: _____

5-28-20 VMS

Date of Common Council Approval: _____

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

☐ Copy of Sidewalk Café Ordinance provided to applicant.

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

[Signature] 5/28/20
 SBRD

SIDEWALK CAFÉ PERMIT APPLICATION

Application for sidewalk café permit must include:

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

Name of applicant:

Reagan Smoker

Establishment Name:

Tan at Cedar Crossing

Address:

336 Louisiana St. Shreveport Bay WI 54235

Phone/Email:

920-743-4200


reagansmoker@gmail.com

- | | |
|---|---|
| <input checked="" type="checkbox"/> Written Request Submitted | <input type="checkbox"/> Cert of Insurance (additional insured) submitted |
| <input type="checkbox"/> Scaled Diagram submitted | <input type="checkbox"/> Hold Harmless Certificate submitted |
| <input type="checkbox"/> Fee Paid _____ | |

Date Completed Application Submitted:

5/21/2020

Community Development Approval:

5-26-20 

Department of Public Works Approval:

5-27-20 

Date of Common Council Approval:

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

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

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

We, the Parking & Traffic Committee, hereby recommend installing a handicapped parking stall on the north side of Pennsylvania St.

Respectfully submitted,

PARKING & TRAFFIC COMMITTEE

By: Kirsten Reeths, Chr.

RESOLVED, that the foregoing recommendation be adopted.

Dated: May 26, 2020

* * * * *

Moved by Alderperson _____, seconded by Alderperson

_____ that the said recommendation be adopted.

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

Christopher Sullivan-Robinson
Planner/Zoning Administrator
421 Michigan Street
Sturgeon Bay, WI 54235



Phone: 920-746-2907
Fax: 920-746-2905
E-mail: csullivan-robinson@sturgeonbaywi.org
Website: www.sturgeonbaywi.org

MEMO

To: Parking and Traffic Committee
From: Christopher Sullivan-Robinson
Date: May 21, 2020
Subject: Requested Handicap Parking Spaces

Jefferson / 4th Ave: Nicolet National Bank is requesting that a handicap parking space replace one of the on-street parking spaces located adjacent to their building at the corner of Jefferson St / 4th Ave. This property has its own handicap parking stalls off-street, however they are distant from the main entrance. And, they have received complaints from their members. There are three spaces between the street intersection and the west driveway. Either the first or last space would be ideal, since they are closer to the driveway ramp and sidewalk ramp (See Map).

Martin Park: Ald. Reeth's requested that the committee look at adding a handicap space closer to Martin Park (See Map). There are several events that occur at Martin park that involve closing down Pennsylvania Street and part of 3rd Avenue. Taking this into consideration, an appropriate location would be on the east side of 3rd avenue at the corner of 3rd Ave and Pennsylvania St. If it is located in front of Healthy Way Inc, there shouldn't be any issues. However, if it is to be located in front of Lola's Bakery, then we should get their input.

These modifications are inexpensive and installed by the Municipal Services Department. The City Engineer has no concerns with either request.

Handicap Parking Options - Martin Park



DeGrave, Colleen

From: Barker, Michael
Sent: Friday, May 29, 2020 3:19 PM
To: DeGrave, Colleen; Sullivan-Robinson, Christopher; SBDistrict7
Subject: FW: Handicap Parking Stall
Attachments: Handicap Parking.docx

Colleen,

Here is the email from chad confirming the location for the handicap parking stall on Pennsylvania St.

Mike

From: Shefchik, Chad
Sent: Friday, May 29, 2020 1:57 PM
To: Barker, Michael
Subject: FW: Handicap Parking Stall

I feel the attached location is the best place to locate the handicap parking stall. It will be located in a location unlikely to fall within roadway closures for events at Martin Park and will also be in a location with relatively low traffic counts.

Thanks,

Chad Shefchik
City Engineer

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

Phone: 920-746-2913
Email: cshefchik@sturgeonbaywi.org

From: Barker, Michael
Sent: Wednesday, May 27, 2020 9:15 AM
To: Shefchik, Chad <cshefchik@sturgeonbaywi.org>
Subject: Handicap Parking Stall

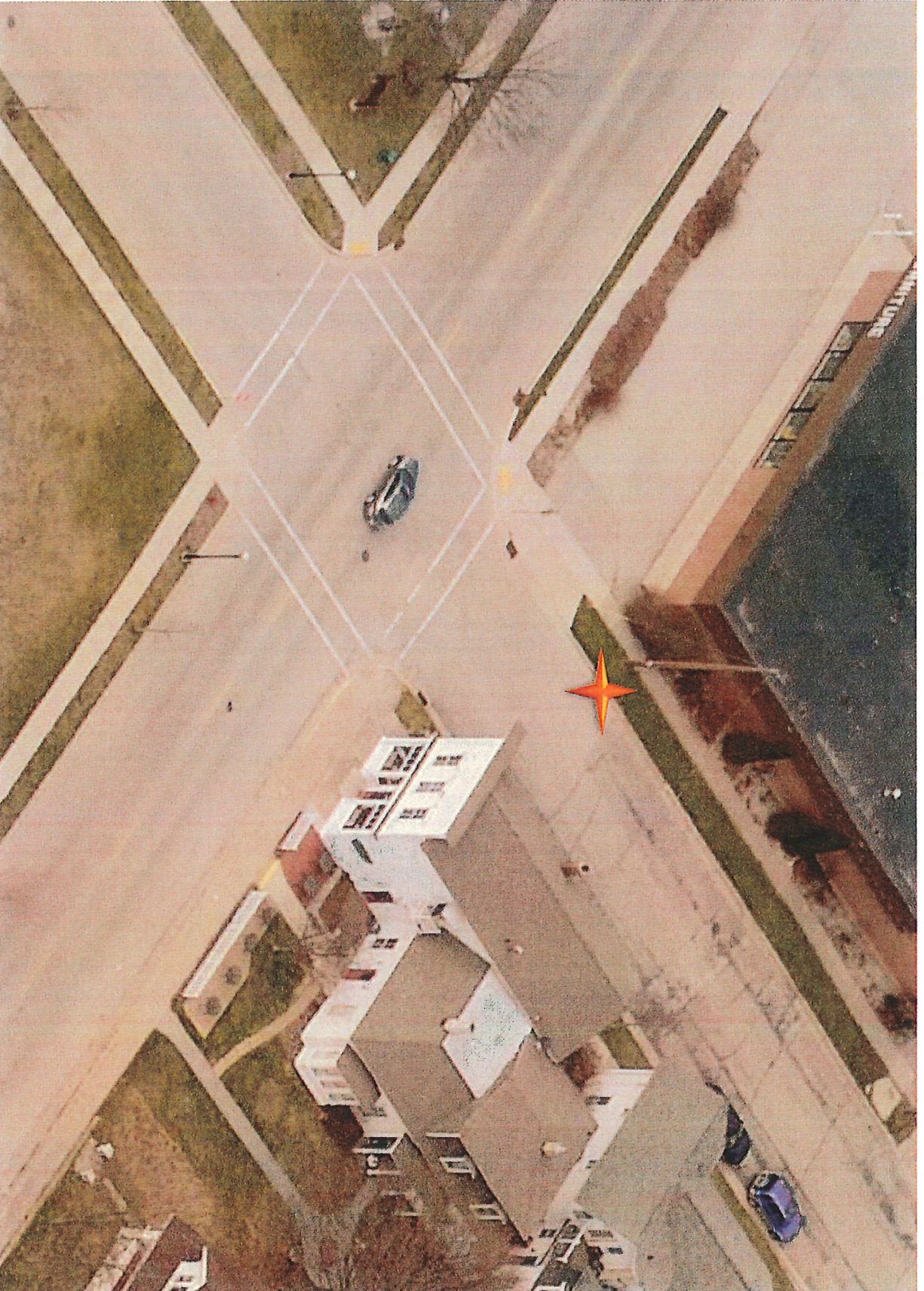
Chad,

Here is a picture showing where the handicap parking stall should be placed near Martin Park. This would eliminate the need to relocate if the section of Pennsylvania Street is closed as you mentioned. Let me know if you approve this location.

Thanks,
Mike

Mike Barker

Proposed Handicap Parking Stall on Pennsylvania Street



RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Community Protection and Services Committee, hereby recommend the Common Council approve the request from Judy Lewis to operate a shuttle service in the City of Sturgeon Bay DBA Judy's Shuttle.

Respectfully submitted,
COMMUNITY PROTECTION AND SERVICES COMMITTEE
By: Dan Williams, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: June 4, 2020

* * * * *

Introduced by _____.

Moved by Alderperson _____, seconded by

Alderperson _____ that said recommendation be adopted.

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

EXECUTIVE SUMMARY

TITLE: Request from Judy Lewis to operate a shuttle service in the City of Sturgeon Bay DBA Judy's Shuttle.

BACKGROUND: Judy Lewis has submitted her application for a Shuttle license to the City Clerk. The application is in order. Typically this application is handled at the Community Protection & Services Committee where a public hearing is held to deem public necessity.

Section 9.065 of the Municipal Code (Shuttle Services) states that a public hearing will be held to deem public convenience and necessity of granting such a license. Section 9.065 is attached. After the public hearing, a recommendation to the Common Council is necessary.

FISCAL IMPACT: The fiscal impact includes a revenue source of \$17.00 for the first vehicle and \$11.00 for each additional vehicle for licensing fees.

OPTIONS: Schedule a date for a public hearing, for the Community Protection & Services Committee, to deem public convenience and necessity of granting such a license.

PREPARED BY: Stephanie L. Reinhardt
Stephanie L. Reinhardt, City Clerk/Human Resources Director

REVIEWED BY: Arleigh R. Porter
Arleigh Porter, Police Chief

DATE: 4/30/2020

To Whom It May Concern,

I am applying for a Shuttle Business license in the name of "Judy's Shuttle" in the town of Sturgeon Bay, Door County, Wisconsin on todays date of 04/20/2020

My name is Judith Lewis. If approved, I would be taking calls for my Shuttle service from my home at this time.

My address is 8229 Horseshoe Lane Sturgeon Bay, Wi 54235

2 Vehicles are ready to be used, and one is inspected and licensed in Green Bay, Wi

**2006 Chrysler Town & Country,
VIN # 2A4GP54L46R724634 (GB Inspected)
Capacity 6 + Driver
Plate # AHT9150**

**2011 Chevy Traverse
VIN # 1GNKREED2BJ190105
Capacity 7 + Driver
Plate # 949XFU**

My vehicles will be insured, marked, well maintained, Non-Smoking and cleaned & sanitized.

Vehicles will be marked on the inside in very clear language with prices of my services, rules and regulations.

I would be available 7 days a week by appointment and also curb service Fri, Sat and Sunday.

Accepting the following for payment: Lakeland Care, Door-Tran, Tavern League Safe rides, Private contracts, Cash, Debit/ Credit cards.

My rate will be \$7.00 for the 1st loaded mile and \$3.00 for each additional loaded mile (In city limits)

Outside city limits the charges will be \$15 for the 1st 3 loaded miles and then \$7.00 for each additional loaded mile.

Out of season (Nov 1st -April 15th) Charges will be \$1.00 a mile unloaded till pickup then \$7 for the 1st loaded mile and \$3 each additional loaded mile. Workers, Elderly, Veterans, School age Children and Disabled (mentaly & physically) will be charged \$7 for the 1st three loaded miles and \$3 each additional mile.

Inside city limits would be considered C&W Auto- YMCA -Walgreens- TacoBell- Cherryland Airport- Waterfront Marys- BSC- C&W Auto. Anything outside of this would be considered outside city limits,

At 1st I intend on running the Shuttle service by myself with the help of one part time self employed contractor.

The safety of Door County residents and guests is something that I take very seriously. All drivers will be trained in customer service and Shuttle etiquette before being allowed to pick up passengers. Ongoing training will be provided. I will be subcontracting local drivers.

Each new prospective driver will have and pass a full background check through the DOJ, CCAP thru the State of Wisconsin and a full drivers insurance abstract. Each new driver will also obtain a license thru the City of Sturgeon Bay before they begin driving.

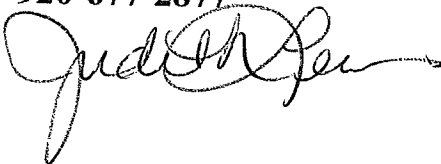
As a resident of Sturgeon Bay, I know that Door County is in need of additional transportation options.

I know that my Shuttle company will be a much needed asset to the community and to accommodate it's 2 million visitors a year.

Thank you for your time in reviewing my Shuttle Application. If you have any questions please don't hesitate to contact me.

Judith Lewis

920-677-2877

A handwritten signature in cursive script, appearing to read "Judith Lewis", with a long horizontal flourish extending to the right.

9.065 - Shuttle services.

- (1) *License required.* No person shall for remuneration transport passengers in a vehicle from a point in the city to destination points outside the city without first having obtained a license for such purpose from the city. This section covers taxicabs, limousines, shuttle buses or other vehicles transporting persons for remuneration, except charter buses.
- (2) *Application for license.*
 - (a) Application to operate a shuttle service between a point in the city and a destination point outside of the city shall be made in writing to the city clerk-treasurer giving the name and address of the applicant, the name and location of the shuttle business, the place from which passengers will be picked up in the city, and the place in which passengers from outside the city shall disembark in the city. In addition, the application must also state, for each vehicle to be operated in such shuttle business, the make, model and year of manufacture, the engine number, serial number, capacity for passengers, Wisconsin state certificate of title number and license number.
 - (b) The applicant shall further furnish to the city clerk-treasurer evidence that the applicant and all other drivers of vehicles to be used in such business possess such vehicle operator licenses as are required by the State of Wisconsin to operate the vehicles used in such a shuttle service.
 - (c) The application shall be submitted by the clerk-treasurer to the common council, which will set a date for a public hearing before the council to examine the public convenience and necessity of granting such license. The clerk-treasurer shall notify the applicant in writing of the time and place set for hearing.
 - (d) No license shall be granted until the city council, by resolution, has determined that the public convenience and necessity will be served by the service proposed in the application for license. The council may hold such further hearings and procure such additional information as it may deem necessary or advisable in making such determination.
- (3) *License fee.* The license fee shall be in an annual amount set by the common council, or any fractional part thereof, for the first vehicle operated and in an annual amount set by the common council, or any fractional part thereof, for each additional vehicle operated by the licensee. The license year shall commence July 1 and end June 30. If less than six months remain on the license year, the license fee for the first vehicle shall be reduced by one-half.
- (4) *Insurance.* No license shall be issued for any vehicle used in such shuttle service until the applicant has complied with the insurance requirements set forth in section 9.06(5) of the City Code.
- (5) *Transfer of licenses.* A license for a vehicle used in such shuttle serve shall be transferrable only with the written consent of the city council. Formal application to the city council shall be made, stating the names of the persons involved in the transfer and containing all information required by section (2) above. The city council shall approve or disapprove such transfer, except that no license shall be issued until the applicant for transfer has complied with all of the provisions of section (4) above in all respects and shall have, in addition, paid over to the clerk a transfer fee in an amount set by the common council.
- (6) *Renewal; revocation.* Renewal of licenses for vehicles used in such shuttle service and revocation of such licenses shall be as provided in sections 9.06(9) and (10) of the City Code.
- (7) *Condition of vehicles.* The licensee shall keep each vehicle used in such shuttle service in a clean and sanitary condition, well painted and equipped and maintained as required by ch. 347, Wis. Stats.
- (8) *Rates of fare.* Every person licensed to operate one or more vehicles in a shuttle service under this section shall comply with the requirements of rates of fare set forth in section 9.06(15) of the City Code.

(Ord. No. 978-996, § 2, 9-3-96; Ord. No. 983-0497, § 1, 4-1-97; Ord. No. 1270-0112, §§ 7, 8, 1-3-12)

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Community Protection and Services Committee, hereby recommend the Common Council approve the request from Judy Lewis to operate a taxicab in the City of Sturgeon Bay DBA Judy's Taxi.

Respectfully submitted,
COMMUNITY PROTECTION AND SERVICES COMMITTEE
By: Dan Williams, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: June 4, 2020

* * * * *

Introduced by _____.

Moved by Alderperson _____, seconded by

Alderperson _____ that said recommendation be adopted.

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

EXECUTIVE SUMMARY

TITLE: Request from Judy Lewis to operate a taxicab in the City of Sturgeon Bay DBA Judy's Taxi.

BACKGROUND: Judy Lewis has submitted her application for a taxicab license to the City Clerk. The application is in order. Typically this application is handled at the Community Protection & Services Committee where a public hearing is held to deem public necessity.

Section 9.06(3) of the Municipal Code (Taxicabs) states that a public hearing will be held to deem public convenience and necessity of granting such a license. Section 9.06 is attached. After the public hearing, a recommendation to the Common Council is necessary.

FISCAL IMPACT: The fiscal impact includes a revenue source of \$17.00 for the first vehicle and \$11.00 for each additional vehicle for licensing fees.

OPTIONS: Schedule a date for a public hearing, for the Community Protection & Services Committee, to deem public convenience and necessity of granting such a license.

PREPARED BY: Stephanie L. Reinhardt
Stephanie L. Reinhardt, City Clerk/Human Resources Director

REVIEWED BY: Arleigh R. Porter
Arleigh Porter, Police Chief

DATE: 4/30/2020

To Whom It May Concern,

I am applying for a Taxi Business license in the name of "Judy's Taxi" in the town of Sturgeon Bay, Door County, Wisconsin on todays date of 04/20/2020

My name is Judith Lewis. If approved, I would be taking calls for my Taxi service from my home at this time.

My address is 8229 Horseshoe Lane Sturgeon Bay, Wi 54235

2 Vehicles are ready to be used, and one is inspected and licensed in Green Bay, Wi

**2006 Chrysler Town & Country,
VIN # 2A4GP54L46R724634 (GB Inspected)
Capacity 6 + Driver
Plate # AHT9150**

**2011 Chevy Traverse
VIN # 1GNKREED2BJ190105
Capacity 7 + Driver
Plate # 949XFU**

My vehicles will be insured, marked, well maintained, Non-Smoking and cleaned & sanitized.

Vehicles will be marked on the inside in very clear language with prices of my services, rules and regulations.

I would be available 7 days a week by appointment and also curb service Fri, Sat and Sunday.

Accepting the following for payment: Lakeland Care, Door-Tran, Tavern League Safe rides, Private contracts, Cash, Debit/ Credit cards.

My rate will be \$7.00 for the 1st loaded mile and \$3.00 for each additional loaded mile (In city limits)

Outside city limits the charges will be \$15 for the 1st 3 loaded miles and then \$7.00 for each additional loaded mile.

Out of season (Nov 1st -April 15th) Charges will be \$1.00 a mile unloaded till pickup then \$7 for the 1st loaded mile and \$3 each additional loaded mile. Workers, Elderly, Veterans, School age Children and Disabled (mentaly & physically) will be charged \$7 for the 1st three loaded miles and \$3 each additional mile.

Inside city limits would be considered C&W Auto- YMCA -Walgreens- TacoBell- Cherryland Airport- Waterfront Marys- BSC- C&W Auto. Anything outside of this would be considered outside city limits,

At 1st I intend on running the Taxi service by myself with the help of one part time self employed contractor.

The safety of Door County residents and guests is something that I take very seriously. All drivers will be trained in customer service and Taxi etiquette before being allowed to pick up passengers. Ongoing training will be provided. I will be subcontracting local drivers.

Each new prospective driver will have and pass a full background check through the DOJ, CCAP thru the State of Wisconsin and a full drivers insurance abstract. Each new driver will also obtain a license thru the City of Sturgeon Bay before they begin driving.

As a resident of Sturgeon Bay, I know that Door County is in need of additional transportation options.

I know that my Taxi company will be a much needed asset to the community and to accommodate it's 2 million visitors a year.

Thank you for your time in reviewing my Taxi Application. If you have any questions please don't hesitate to contact me.

Judith Lewis

920-677-2877

A handwritten signature in cursive script, appearing to read "Judith Lewis", written in dark ink.

★ 9.06 - Taxicabs.

- (1) *Definition of taxicab.* The term "taxicab" shall include all vehicles transporting passengers for remuneration for which patronage is solicited publicly. This section shall not apply to:
 - (a) Vehicles operating on established routes which are regulated by the Public Service Commission of Wisconsin;
 - (b) Vehicles rented to be driven by the renter or his/her agent, commonly known as rent-a-cars;
 - (c) Vehicles operated solely as funeral cars or ambulances; and
 - (d) Vehicles operated solely for a shuttle service between the city and destination points outside of the city.
- (2) *Taxicab license.* No person shall for remuneration transport passengers in a taxicab within the city without first having obtained a taxicab license.
- (3) *Application for taxicab license.*
 - (a) Application for a taxicab license to operate one or more taxicabs or an application to operate additional taxicabs under an existing license shall be made in writing to the clerk-treasurer giving the address from which the business is conducted and signed by the owner of the business or his/her duly authorized agent. The application must also state for each vehicle to be operated the make, model and year of manufacture, the engine number, serial number, and capacity for passengers, and the Wisconsin state certificate of title number and license number.
 - (b) The application shall be submitted by the clerk-treasurer to the common council, which shall set a date for a public hearing before the council to examine the public convenience and necessity of granting such license. The clerk-treasurer shall notify the applicant of the time and place set for the hearing.
 - (c) No license shall be granted until the city council, by resolution, has determined that the public convenience and necessity will be served by the service proposed in the application for license. The council may hold such further hearings and procure such additional information as it may deem necessary or advisable in making such determination. The council may attach such conditions to the license as it deems appropriate for public convenience and necessity.
 - (d) Vehicles operated solely as limousines serving a particular business establishment or establishments which are not generally available to members of the public at large, and for which patronage is not publicly solicited for purposes not related to the business establishment or establishments served by the limousine service, are exempt from this section.
- (4) *License fee.* The taxicab license fee shall be in an annual amount set by the common council or any fractional part thereof, for the first vehicle operated and in an annual amount set by the common council, or any fractional part thereof, for each additional vehicle operated by the licensee. The license year shall commence July 1 and end June 30. If less than six months remain of the license year, the license fee for the first taxicab shall be reduced one-half.
- (5) *Insurance.*
 - (a) No taxicab license shall be issued until the applicant deposits with the clerk-treasurer a policy of liability insurance covering all vehicles to be included under the license. Such policy shall describe each vehicle by make, model and serial number, number of passengers capable of being accommodated therein at one time, and the number of the state motor vehicle license. Such insurance policy shall be issued by a company licensed to do business in the state and shall insure the licensee against loss from liability to the amount of \$50,000.00 for the injury or death of one person in any one accident, and in the amount of \$100,000.00 for the injury or death of more than one person in any one accident, and in the amount of \$25,000.00 for damage to property of others for any one accident due to the negligent operation of such vehicle.

- (b) The policy of insurance shall be approved by the city attorney as to legal form before it is filed, and shall contain a provision that the same may not be cancelled before the expiration of its terms except upon ten days' written notice.
 - (c) The cancellation or other termination of any insurance policy issued in compliance with this section shall automatically revoke and terminate all licenses issued for the vehicles covered by such insurance policy, unless another policy shall have been filed and approved pursuant to this section, and shall be in effect at the time of such cancellation or termination.
- (6) *Issuing of taxicab license and license plates.*
- (a) After passage of the resolution of convenience and necessity as provided in subsection (3)(c) and upon filing with the clerk-treasurer a receipt showing payment of the required license fees and the policy of insurance as herein provided, the clerk-treasurer shall issue to the applicant a taxicab license. Each license granted shall be numbered and shall show the owner's name and place of business and the number of vehicles which may be operated thereunder.
- (7) *Taxicabs to be marked.* Every taxicab shall be conspicuously marked on the right and left side with the name of the licensee and the serial number designated in the taxicab license, such letters and numbers not to be less than 1½ inches in height and of a light color on a dark background or dark color on a light background. A card containing the name of the licensee, taxicab license number and rates of fares printed thereon shall be kept in a conspicuous place inside of such vehicle at all times.
- (8) *Transfer of taxicab licenses.* A taxicab license shall be transferable with consent of the city council. Formal application to the city council shall be made, such application to state the names of the persons involved in the transfer and generally to contain all information required by subsection (3) hereof. The city council shall approve or disapprove such transfer, except that no license shall be issued until applicant for transfer shall have complied with all of the provisions of subsection (5) in all respects and shall have in addition thereto paid over to the clerk a transfer fee in an amount set by the common council.
- (9) *Renewal.* Taxicab licenses may be renewed by the clerk-treasurer upon the payment of the fees and filing of policies of insurance as required for the original license.
- (10) *Revocation.* A taxicab license may be revoked at any time by the city council for violation of any provision of this section, or for violation of any provision of chs. 340—348, Wis. Stats., or of any such statutory provision incorporated in a municipal ordinance. Such revocation may be for all vehicles or any vehicle included under a license. When any taxicab license is revoked, it shall be the duty of the clerk-treasurer to immediately notify the licensee to cease immediately to operate the taxicab for which the license has been revoked.
- (11) *Condition of vehicles.* The licensee shall keep each taxicab in a clean and sanitary condition, well painted and equipped and maintained as required by ch. 347, Wis. Stats.
- (12) *Taxi driver's license required; issuance.*
- (a) No person shall operate a taxicab unless he/she shall possess a taxi driver's license. The fee for such license shall be in an amount set by the common council. This provision shall not apply to the operator of a non-motorized vehicle.
 - (b) Each applicant shall submit in writing to the chief of police on forms furnished by the police department a statement of the applicant's full name; present residence; residence for three years past; age; color; height; weight; color of eyes and hair; citizenship; place of last previous employment; marital status; Wisconsin motor vehicle operator's license number; whether he/she has ever been convicted of a felony or a misdemeanor; whether he/she has ever been previously licensed as a driver or chauffeur and, if so, when and by what authority; whether his/her license has ever been revoked or suspended and, if so, for what cause; and the name of the prospective employer. Applications shall be retained as police department records.
 - (c) No license shall be granted to any person:
 - 1. Who is under 18 years of age.

2. Who does not possess a valid Wisconsin state motor vehicle operator's license.
 3. Who has been convicted of any felony, misdemeanor or any other nontraffic offense the circumstances of which substantially relate to the circumstances of the vocation of a taxi driver.
 4. Who has been convicted of a traffic offense or traffic offenses which substantially relate to the circumstances of the vocation of a taxi driver and which indicate, for the preservation of public safety, that the applicant is unfit to drive a taxicab.
- (d) A taxi driver's license shall expire one year following its issuance. It may be renewed upon application to the chief of police on a form furnished by him/her entitled, "Application for Renewal of Taxi Driver's License," which shall show the full name and address of the applicant and date upon which his/her original license was granted and the number thereof.
- (e) Upon receiving payment of the license fee, the chief of police shall provide to each licensed taxi driver a license of such form and style as the chief of police may prescribe, with the license number thereof, which must, under penalty of revocation of the license, be constantly and conspicuously displayed in the taxicab when he/she is engaged in his/her employment. Each licensee shall affix to the face of the license, in the space provided, a photograph of himself/herself not less than 1½ inches square which shall provide an accurate likeness of his/her face.
- (f) The chief of police shall maintain a complete record of each license issued to a driver and of all renewals, suspensions, and revocations thereof, which shall be filed with the original application.
- (13) *Revocation of taxi driver's license.*
- (a) The chief of police shall revoke or refuse to renew the taxicab driver's license of any licensee:
1. Whose Wisconsin driver's license has been suspended or revoked.
 2. Who has been convicted of any felony, misdemeanor or any other nontraffic offense the circumstances of which substantially relate to the circumstances of the vocation of a taxi driver.
 3. Who has been convicted of a traffic offense or traffic offenses which substantially relate to the circumstances of the vocation of a taxi driver and which indicate, for the preservation of public safety, that the applicant is unfit to drive a taxicab.
- (b) Written notice of such revocation or refusal to renew shall be given the licensee. Any person whose license has been revoked or renewal refused by the chief of police may, within ten days thereof, appeal to the city council for a hearing; and the council may, after the hearing, affirm or reverse the action of the chief of police. If no appeal is taken within ten days, the action of the chief of police shall be final.
- (c) The chief of police shall repossess each license which is revoked.
- (14) *Transfer of drivers.* A taxi driver may not transfer from one taxicab licensee to another licensee until such transfer has been recorded in writing with the chief of police.
- (15) *Rates of fare.*
- (a) Every person licensed to operate one or more taxicabs under subsections (2) through (6) shall file with the city clerk a schedule of proposed fees. Within 20 days from such filing, the council shall either approve or disapprove of such rates. If the proposed rates shall be disapproved, the council shall hold a hearing within ten days from the date of such disapproval. Notice of the time, place and purpose of such hearing shall be given by publication of such notice in any newspaper having a paid circulation published in the city. The city council on such hearing shall hear all interested parties and thereafter fix rates which shall be consistent with public necessity and welfare.

- (b) If the city council neither approves nor disapproves the proposed rates within the time limited, the licensee shall operate under the rates proposed and the council shall not for a period of six months from such filing date change or alter the rates as filed.
- (c) The city council may, except as above provided, inquire into rates and fix and adjust such rates at any time, providing the council shall first hold a hearing and advertise and give notice of the time, place and purpose of such hearing by publication of a notice at least twice.
- (d) The owner or driver of any taxicab shall not charge any passenger a higher or lower rate of fare than that authorized by the council.

(Code 1992, § 9.06; Ord. No. 976-996, § 2, 9-3-96; Ord. No. 978-996, § 1, 9-3-96; Ord. No. 1009-998, §§ 1—3, 9-1-98; Ord. No. 1016-699, § 1, 6-1-99; Ord. No. 1061-0301, § 1, 3-20-01; Ord. No. 1155-1105, § 1, 11-15-05; Ord. No. 1270-0112, § 4, 1-3-12; Ord. No. 1270-0112, § 5, 1-3-12; Ord. No. 1270-0112, § 6, 1-3-12)

State Law reference— Authority, § 349.24, Wis. Stats.

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Community Protection and Services Committee, hereby recommend the Common Council approve the request for a Bee Keepers Permit to be issued to the property owners at 1101 Texas Street.

Respectfully submitted,
COMMUNITY PROTECTION AND SERVICES COMMITTEE
By: Dan Williams, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: June 4, 2020

* * * * *

Introduced by _____.

Moved by Alderperson _____, seconded by

Alderperson _____ that said recommendation be adopted.

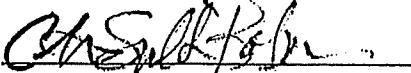
Passed by the Council on the _____ day of _____, 2020.

Executive Summary
Bee Keepers Permit – 1101 Texas Street


Background: The property owner of 1101 Texas Street has provided an application to allow the keeping of bees. The application meets the requirements of the beekeeping ordinance. However, the beekeeping ordinance requires a notification is sent to property owners within 100 feet of the hive location. If a neighbor expresses opposition to the application, then a hearing is to be held with Community Protection & Services. Attached is a letter of opposition from an abutting neighbor.

The beekeeping ordinance has been active since 2017, and has gone through an extensive review process. There have been very few applications submitted and this is the first application to be reviewed by committee. The beekeeping ordinance is attached for your information.

Options: After a hearing, the committee may approve or deny the permit and may place any conditions deemed appropriate upon an approved permit.

Prepared By: 
Christopher Sullivan-Robinson
Planner / Zoning Administrator

5-28-20
Date

Reviewed By: 
Marty Olejniczak
Community Development Director

5-28-2020
Date

CITY OF STURGEON BAY

BEEKEEPERS

PERMIT APPLICATION

| | |
|-----------------------|--|
| STAFF USE: | |
| Permit Number: _____ | |
| Date Issued: _____ | |
| Valid Thru: _____ | |
| Invoice Number: _____ | |
| Permit Fee: _____ | |

| APPLICANT INFORMATION | |
|--|--|
| Name | Samantha & Jesse Koyen |
| Company | |
| Street Address | 1101 Texas St |
| City, State, Zip | Sturgeon Bay, WI, 54235 |
| Telephone Number | 920-495-1499 |
| Email Address | rocksm10@gmail.com |
| PROPERTY INFORMATION | |
| Legal Property Owner | Samantha Rock & Jesse Koyen |
| Street Address of Subject Property | 1101 Texas St Sturgeon Bay, WI, 54235 |
| Tax Parcel Number | 2816231000131 |
| Applicant Signature: <u><i>Samantha Koyen</i></u> | Date: <u>4/21/2020</u> |
| Owner Signature: <u><i>Samantha Koyen</i></u> | Date: <u>4/21/2020</u> |
| THE FOLLOWING ITEMS MUST BE SUBMITTED WITH THE APPLICATION | |
| <ol style="list-style-type: none"> 1. The applicant must submit a site plan showing setbacks, number of hives, location of hives and equipment on the property. 2. Information on the bees (type and mentality), and information on the hive container construction. 3. Application fees (New Permit Cost \$50.00/ Permit Renewals Cost \$20.00). 4. If applicant is not the legal property owner, a letter state that the applicant has permission to use the property for this purpose | |
| ADDITIONAL ITEMS | |

Section 34.14 Keeping of bees

(c) If the application complies with the requirements of subsection (2), the department shall send by regular mail information regarding beekeeping and the proposal to adjacent properties. This information shall include behavior of bees and location of hives on the subject property. It shall be provided to the owners and tenants of all adjacent property within 100 feet of the location of hives on the property and shall advise of the ability to object in writing to the proposed beekeeping.

(d) If no written objection is received within 30 days of the date of the notice, the permit shall be issued. If a written objection is received, the matter shall be referred to the community protection and services committee for a hearing. After the hearing the committee may approve or deny the permit and may place any conditions deemed appropriate upon an approved permit.

OFFICE USE

DATE COMPLETED

4.21

1. Staff received application from owner/application for review.

4.28

1. List of adjoining property owners and site plan reviewed by staff.

4.29

2. Send notice of Intent to keep bees at adjoining property owners.

5.27

3. If there are written objections, schedule review meeting with Community Protection & Services Committee. Meeting Date 6.4.20.

Community Protection Services Review:

☐ Approved

☐ Denied

☐ N/A

Staff Signature: _____

Date: _____

NOTES:

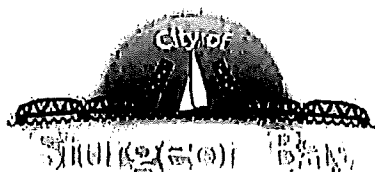
☐ APPROVED

☐ DENIED

Staff Signature: _____

Date: _____

City of Sturgeon Bay
Community Development Department
421 Michigan Street
Sturgeon Bay, WI 54235



Email: csullivan-robinson@sturgeonbaywi.org
Website: www.sturgeonbaywi.org
PH: 920-746-2910
FAX: 920-746-2905

Description

The hives will consist of Italian or Carniolan bees we won't know till we pick them up which type of bees we will be picking up (it's based on availability/first come first serve). Both of these bee varieties are the most common types of honey bees kept in the US.

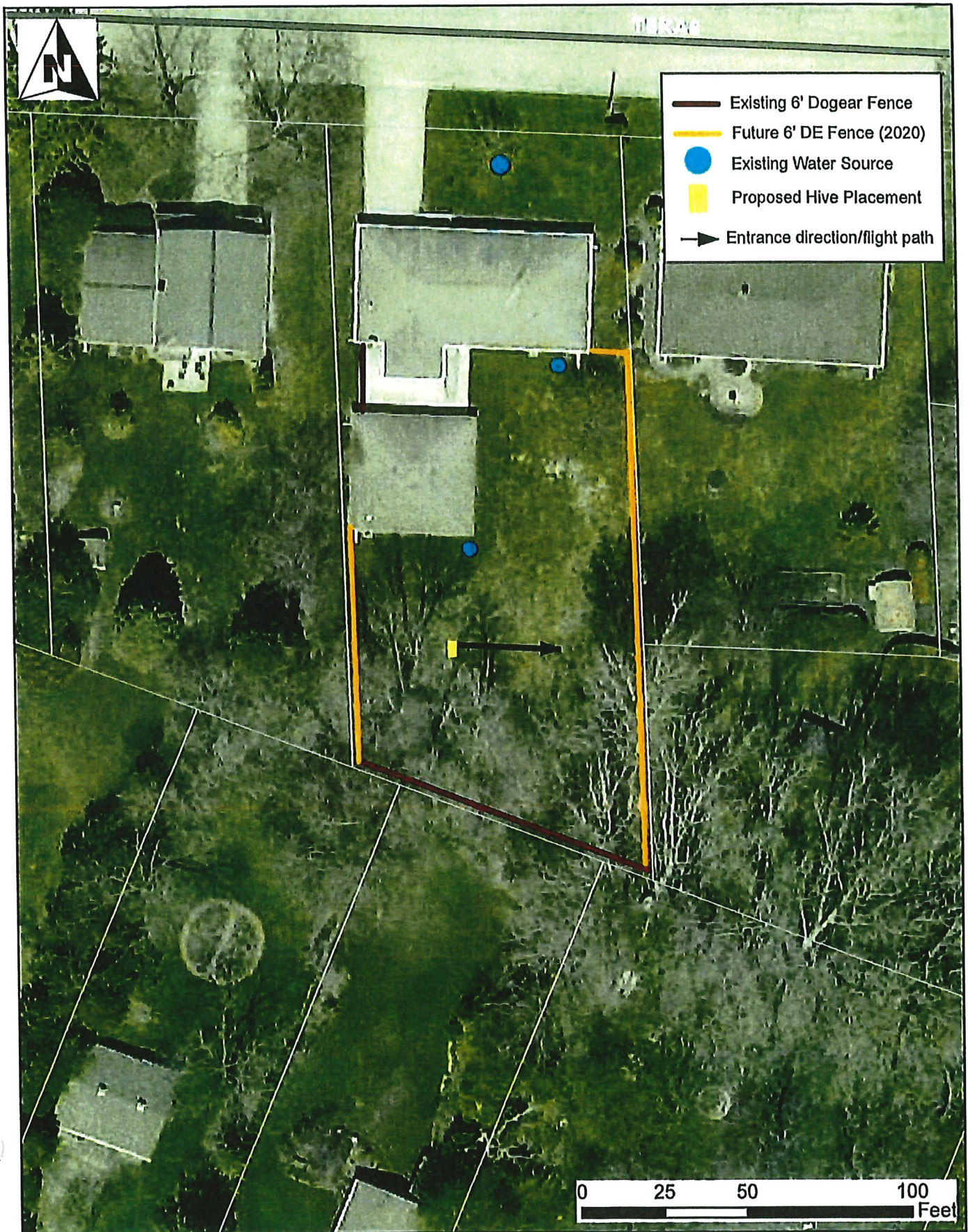
according to mountainsweethoney.com Italian bees are: "Italian bees are a more laid back type of bee. They are very popular because they are the easiest of the honey bees to work with. We have found the Italian bee to be passive"

According to <https://www.bearcountrybees.com/blog/honey-bee-specie-comparison/> Carniolan bees are: "Carniolans (often nicknamed "Carnies") are known for being a very gentle honey bee species which make them a good choice for beekeepers who want to minimize their chances of getting stung."

Carniolans are more cold hearty and tend to be slightly more aggressive than Italian bees but overall are considered a mellow bee.

My dad is a bee keeper in MA and he prefers Carniolan because of their temperament and doesn't wear protective gear when handling the hive. Jesse previously had kept bees on Washington Island for 8 years and says both are extremely laid back and prefers Italian bees. Our first choice is the Italian bees since they tend to be better honey producers but would not be disappointed with the Carniolan since they are more cold hearty.

1101 Site Plan



Sullivan-Robinson, Christopher

From: Jesse Koyen <jkoin24@gmail.com>
Sent: Wednesday, May 27, 2020 4:58 PM
To: Sullivan-Robinson, Christopher
Cc: Samantha Rock
Subject: Re: Beekeepers Application - 1101 Texas Street
Attachments: 1101 Updated Texas Site Plan.pdf; Pictures of 1101 Texas - Koyen Beekeeping Permit.pdf; 1101 Texas flowering plantlist .pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Chris,

Here are some additional materials for the committee, including an updated site plan, some backyard photos, and a list of the plants available for bees on our property. Below are a couple of links to short videos from NBC 26 and Fox 11 about urban beekeeping in NE Wisconsin if anyone is interested.

June 23, 2019 Bees a-buzzin' in Appleton

<https://fox11online.com/news/local/bees-a-buzzin-in-appleton>

April 29, 2020 Green Bay to welcome first urban beehives to downtown

<https://www.nbc26.com/news/local-news/green-bay-to-welcome-first-urban-beehives-to-downtown>

If people are crunched for time, here is a quick narrative of the updated site plan and pictures:

"The proposed hive location is just over 40' from the shared boundary with the concerned neighbor and 30' from the line of our neighbor's to the west. The entrance will face east, towards Mike & Sue Marolt's and Jane Holden's properties (which are both excited at the possibility of honey), so the primary flight path is not in line with our neighbor to the south.

As shown on the map and in the pictures, we have installed a 6' dog-ear fence along our south boundary shared with the concerned neighbor. We plan on enclosing our entire backyard by the end of 2020 with the pressure-treated fence, as soon as we can get the remaining dead ash threatening our building professionally removed.

We have three existing bird baths on site, the closest being less than 25' away, and we will look to add another in our back garden if we are permitted to keep bees."

Thanks for your time and consideration.

Warm regards,
Jesse

On Wed, May 27, 2020 at 9:48 AM Samantha Koyen <rocksm10@gmail.com> wrote:

----- Forwarded message -----

From: Sullivan-Robinson, Christopher <csullivan-robinson@sturgeonbaywi.org>
Date: Wed, May 27, 2020, 9:44 AM



Backyard garden of 1101 Texas, from near our east line facing southwest, note sprinkler to the left of squash mounds – proposed hive location.



From proposed hive location 40' from new fence along concerned neighbor boundary (facing south).



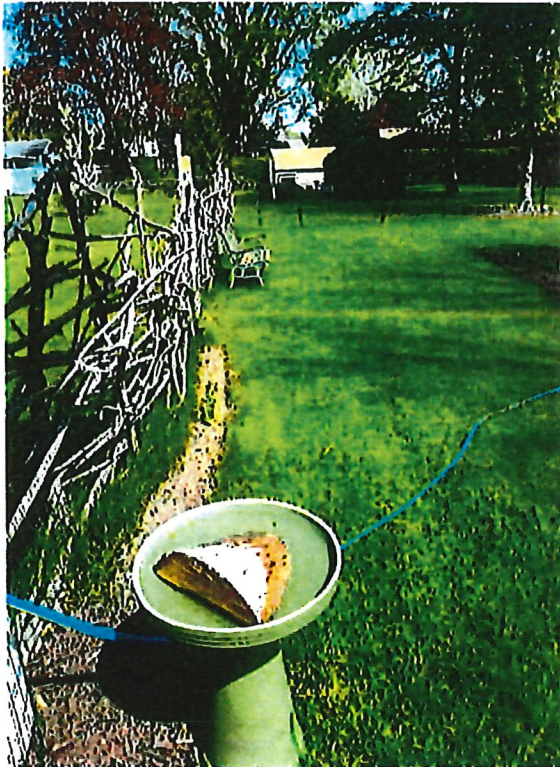
From proposed hive location 30' from rabbit fence along west boundary (facing west).



From proposed hive location facing East towards Jane's house.



From proposed hive location facing NNE towards our house (note green blrd bath 25' away).



Nearest blrd bath (piece of wood ls to prevent insect drowning)



Bird bath/water feature at the back of our house that catches sump pump water.



Front yard with bird bath

Compiled list of flowering species at 1101 Texas St.

Native denoted by an asterisk (*), Planted by Jesse & Sam Koyen denoted by (^)

Fruit Trees

Bartlett Pear^

Mount Royal Plum^

Reliant Peach^

Flowering Trees

Pagoda Dogwood*

Shadbush*^

Fruit Shrubs

Highbush Blueberry^

Black Current*

Highbush Cranberry*

American Hazelnut*^

Raspberries*^

Flowering Shrubs

Butterfly bush^

Red Osier Dogwood*

Lilac^

Arrowood Viburnum^

Korean Spiced Viburnum

Flowering Garden plants & Herbs^

Strawberries

Butternut squash

Acorn squash

Zucchini

Watermelon

Athena Melon

Pumpkin

Cucumber

Green Beans

Snow Peas

Tomatoes

Peppers

Dill

Peppermint

Thyme

Rosemary

Potted fruit trees

Lime

Meyer Lemon

Tangerine

Fig

Planted Perennial Herbaceous Flowering Species

Borage

Cup plant*

Speedwell

Stella de Oro Dwarf

Bee Balm*

Day lily

Obedient plant*

Columbine*

Jacob's ladder*

Solomon's seal*

Goat's Rue

Twin heart*

Bleeding heart

Jeffersonia

Ligularia (2 Spp.)

Coral Root

Great Blue Lobelia*

Rubeckia (2 Spp.)*

Swamp Milkweed*

Butterfly weed*

Pale Purple Coneflower*

Purple Coneflower*

Coneflower – 2 cultivars, White & Cherokee Orange

Lupine*

Yellow false Indigo*

Galardia*

Anise Hyssop*

Lavender

Dalphinium

Rattlesnake master*

Royal Catchfly*

Helianthus (Sunflower- 3 Spp.)*

Blue Indigo*

Culver's Root*

Sea Holly

Bachelor's Button

Nodding Allium*

Showy tickseed*

Sativa

Purple Prairieclover*

Showy Beardstongue*

Fox glove*

Prairie smoke*

Marsh Liatrus*

Helibore

Wild Geranium*

Wild Ginger*

Annual Flowering Plants

Hayflower

Borage

Bees a-buzzin' in Appleton

Monique Lopez, FOX 11 News



Appleton officially became a "Bee City" on Wednesday, June 19, 2019. (WLUK image)

APPLETON, Wis. (WLUK) -- The bees are buzzing right now in the Fox Valley.

Appleton officially became a "Bee City" on Wednesday.

"We knew we wanted to use our business to do something good," said Bobby Fleshman.

Bee-lieve it or not, what's good for McFleshman's Brewery owner Bobby Fleshman is good for Lawrence University too.

"My involvement in this is really, pretty much based on research and just trying to better understand what are the environmental queues that bees respond to to make them do well in cities," said Israel del Toro, Lawrence University assistant professor of biology.

A small white box is the apiary that will be up on McFleshman's roof, and it'll contain upwards of 30,000 bees.

On Wednesday, Appleton's Common Council gave McFleshman's the green light to put a beehive collection on its roof.

But the plan nearly wasn't meant to be.

"There was a complaint when we filed for this permit from a neighbor, and it was with regard to their patrons being stung, or the fear that they might be," Fleshman said.

Wells Fargo's branch in downtown Appleton is neighbors with McFleshman's.

In a statement, Wells Fargo Corporate Communications told FOX 11 that with the beehives so close to its site, it worried about customer safety.

With the amount of customer traffic at our Appleton branch, and the flowering shrubs on site, Wells Fargo voiced concerns with having an apiary so close to our building.

"Number one, honeybees aren't repetitive stingers, so they're less apt to sting, and they only really react if you get up and close and personal to them and really agitate them," said Alex Schultz of Pollenablers Fox Cities.

"Bees are investigating us, but they're not stinging or anything like that, and so we are perfectly safe in this distance," del Toro said.

The Appleton Board of Health initially denied the brewpub's application.

Although the rejection stung a bit, McFleshman's appealed, pleaded its case and won.

"Yeah, I hope more businesses do the same. I hope we can make more spaces on roofs for more colonies," Fleshman said.

And this wouldn't be the first time bees would swarm the rooftop of a downtown Appleton restaurant. Rye Restaurant had two hives featured on top of the Copper Leaf building last year.

The restaurant says customers, and neighboring businesses were on board.

"Everyone was just really excited just to hear how the bees were doing and to have product from our roof in front of them at dinner," said Sami Hansen, Rye chief assistant beekeeper.

Incorporating honey into its menu will also be a byproduct of this project for McFleshman's.

"It wasn't the intent, but it's inevitable," said Fleshman. "To make a honey beer, we need a substantial amount of honey, so it won't be a lot of beer that we make but, yeah, we'll definitely do some."

Before the Appleton Common Council approved the beehives, Wells Fargo also said in that statement it would support whatever decision the council made.

McFleshman's is hoping the bees will make their way from their current home at Lawrence University to its rooftop sometime this week.

Green Bay to welcome first urban beehives to downtown

By: Emily Beier

GREEN BAY (NBC 26) -- On Broadway was able to secure a \$1,300 micro-grant from the Current Young Professionals' Greater Green Bay Support of Urban Projects also known as S.O.U.P.

Thanks to that funding the Urban Beehive Project was put in motion and Green Bay will have its first urban beehives in the summer of 2020.

On Broadway has purchased two hives that will house two colonies on the top of the roof of the newly renovated Rail Yard building in the 500 block of North Broadway.

Marketing Manager and organizer of the Urban Beehive Project, Tawny Casey with On Broadway says the bees will be crucial for the sustainability and the health of new native perennials that will be planted in the Broadway District.

Each year Green Bay spends roughly \$5,000 on annual flowers. This year Casey says it will cost about \$10,000 to put the new perennials in, but the city will see a savings every year from then on thanks to the bees caring for the flowers and the flowers taking care of the bees.

"Our goal is to create an environment that can take care of itself for years to come," said Casey.

As for the honey these honeybees could one day produce, Casey says the bees will have to work hard the first year to make honey for them to survive the winter, but if in the future they start to produce a substantial amount they have had a handful of ideas. Nothing has been finalized, but donating the honey or partnering with a local brewery have been some of the ideas in the mix.

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Sullivan-Robinson, Christopher

From: David Baumann <dbaumann@wildblue.net>
Sent: Monday, May 4, 2020 6:43 PM
To: Sullivan-Robinson, Christopher
Cc: 'David Baumann'
Subject: RE: Beekeepers Permit Application Submittal for Samantha and Jesse Koyen

Follow Up Flag: Follow up
Flag Status: Flagged

Mr. Christopher Sullivan-Robinson
Planner / Zoning Administrator
421 Michigan Street
Sturgeon Bay, Wisconsin 54235
csullivan-robinson@sturgeonbaywi.org
920-746-2907

Dear Mr. Sullivan-Robinson:

My family is in strong *opposition* to the proposed Beekeepers Permit Application Submittal for Samantha and Jesse Koyen. We are opposed to the permit in its' entirety: hives, bees and location herein referenced as the Koyen Honey Bee Hive Sites; 1101 Texas Street, Sturgeon Bay, Wisconsin, 54235.

The location of the proposed hives are directly in-line to my kitchen window, the flight path is across my entire yard, the main water source is in my front yard and my yard itself is frequently used – front to back – by my family and friends. More to the point, both myself – David A. Baumann – and my daughter – Magdalen A Baumann are highly allergic to stings and have both been treated in the past, as emergencies, stemming from stings. I do not see how this permit can be presumed to be safe for our family or friends. Additionally, I have a elderly miniature dachshund who is 'inquisitive' and would not survive multiple stings should they occur. Lastly, we are elderly – in our 70's' – and frankly, do not need to "fear" being out in our yard during the few warm months that we are able to in Door County.

Both my neighbor to the east, Melissa Nelson, and I have numerous plantings and flowering shrubs (the prior owner was a "Door County Master Gardner") – in fact, bee attractants. I also maintain, on a regular basis, my yard and trees which require powered tools on and around the lot line. This 'noise' aggravation I suspect the bees can do without.

Finally, from an aesthetic perspective, until last fall, there was a natural lot barrier between our adjoining properties composed of mature trees, woodland scrub growth and understory plantings; by this spring that area has been transformed into multiple brush piles, dirt piles, multiple stumps, fencing (chicken wire) and rotting compost, surrounded by pallets standing on end. This is the area in which the proposed hives are to be located . . . we truly cannot imagine what is coming next. We moved to Memorial Drive to be in a urban setting not a rural setting. We just do not find merit or value in this permit application.

We would appreciate a definitive "**Denial**" of the request for a Beekeepers Permit Application Submittal for Samantha and Jesse Koyen.

I have included supplemental information, from various subject matter sources, that were used in determining our response to the Koyen request; they are informational and serve to support my families concerns regards this matter. I include them as addendums, recognizing that they are published opinions that basically support our request for 'denial of permit.'

Thank you for your consideration,

Mr. David A Baumann
Mrs. Jean M Baumann
MS. Magdalen A Baumann
(Dave & Jean Baumann Trust)
1106 memorial Drive
Sturgeon Bay, Wisconsin 54235

NOTE: *a signed, hard copy of this correspondence is in the mail to your attention as well; thank you.*

ADDENDUMS:

(Sourced from Mayo Clinic, Wikipedia, Urban Beekeeping (quora.com), The conversation.com/blog, Honey&Beekeeping.com, theatlantic.com, telegraph.co.uk, npr.org, beeculture.com, honeybeesonline.com, dummies.com(beekeeping), beesource.com/forum, beemaster.com/forum, kykopestprevention.com).

Flight Path:

The bees' flight path will extend in a straight line out of the hive entrance, *so don't point the hives toward the neighbor's yard*, street traffic, your back door, or your doghouse unless you have a hedge or fence to force the bees high into the air.

Water Requirements:

It's also important to provide bees with water on your property so they don't make a neighbor's pool, dog bowl, air conditioner, birdbath, koi pond, or other water source their own. Keep a water source within fifteen feet of your hive(s) year-round, so that they orient on the source you have provided for them before any scout bees find water sources in a neighbor's yard. Honey bees need to collect water, particularly in early spring and during the heat of summer. Bees can be fussy about where they collect water. They seem to love small ponds and creeks. The bees may also drink from a dog's drinking bowl, or a neighbor's bird bath or swimming pool. To deter bees from going to a neighbor's yard for a drink, the suburban beekeeper should provide water for their bees.

Bee Stings:

Bee stings produce pain and swelling in the localized area of the sting. The biggest threat that a beehive in the backyard poses is stings by not just one but multiple bees. In addition to pain and swelling, bee stings result in other symptoms like nausea and vomiting, fainting and closing of the throat in people who are allergic. In the case of a **backyard** beehive, multiple stings have the potential to kill someone who is extremely allergic to bees. A severe allergic reaction (anaphylaxis) to bee stings is potentially life-threatening and requires emergency treatment. A small percentage of people who are stung by a bee or other insect quickly develop anaphylaxis. Signs and symptoms of anaphylaxis include:

- Skin reactions, including hives and itching and flushed or pale skin
- Difficulty breathing
- Swelling of the throat and tongue
- A weak, rapid pulse
- Nausea, vomiting or diarrhea
- Dizziness or fainting
- Loss of consciousness

Risk Factors:

You're at increased risk of bee stings if:

- You live in an area where bees are especially active or with beehives nearby
- Your work or hobbies require spending time outside

You're more likely to have an allergic reaction to bee stings if you've had an allergic reaction to a bee sting in the past, even if it was minor.

Adults tend to have more-severe reactions than children do and are more likely to die of anaphylaxis than children are.

Most of the time dogs get stung on their faces from investigating a stinging insect too closely. A sting on your dog's sensitive nose is particularly painful. Some dogs may even get stung on the tongue or inside their mouth or throat if they try to bite or catch an insect. These stings can be dangerous. The subsequent swelling can close your dog's throat and block his airway. The dog must be taken to a vet (**Note:** there are no vets open in Sturgeon bay on weekends).

Bee Aggression:

Bees sting as a form of aggression when they feel threatened or if they feel there is a threat to their hive or colony. They also tend to be more aggressive in hot climates, if the hive is located in a shady area or if there is a lack of flowering plants. Make sure that children and visitors are also aware of the hive's location, and make they stay away to prevent encounters with aggressive bees.

Beekeeping in an urban or suburban area is possible but also dangerous if you do not understand how to keep your bees from becoming a nuisance, and potentially stinging your neighbors. Proper tools and elements of beekeeping include tall fences, to divert bee flight paths over people's heads (*); a source of clean, fresh water so bees don't go elsewhere to hydrate; and a bait hive, which prevents bees from swarming by giving them a place to reside outside their normal hive.

There are conditions which can make even a normally mild tempered hive a bit testy. The sudden stoppage of a honey flow will sometimes have that effect. Or if the hive is under pressure from robber bees. Or if you've just collected the rent (harvested honey).

And there's always the off chance that someone in the yard will get in the bees' flight path and end up with a bee trapped in their clothing or in their hair, which can lead to an accidental sting.

It's also possible for bees to be attracted to the scent of a perfume, or to brightly colored clothing. Again, though, that will cause some people to panic and start swatting at the bee, which can also lead to an accidental sting.

You might consider erecting a solid fence (*) around your bees. If it's at least 6 feet tall, that will force the flight path of the bees above the heads of anyone close by. That will also put the bees out-of-sight, and hopefully, out-of-mind of anyone who might be nervous about them. A fence around your hives or yard will keep any inquisitive neighbors from accidentally getting too close to your hives or walking into the bees' flight path. Another way to keep bees and people out of one another's way is to use a flight barrier: tall bushes, the side of your garage or shed, or anything else that forces the bees to immediately fly up into the air and away from people.

Loud lawnmowers and weed eaters in close proximity to the hive are also known to aggravate bees, causing them to swarm and sting. If you should encounter a hive of aggressive bees, seek shelter indoors immediately.

Bee Defensiveness:

Prevent swarming : Keeping bees in a residential area means that some aspects of beekeeping are of greater concern than if you kept bees in the rural, undeveloped, countryside. For example, while all beekeepers try to prevent swarming, this practice is critical in populated communities. In a typical neighborhood, if your bees swarm, they will likely bivouac in a neighbor's yard. Unlike most beekeepers' reaction to seeing a swarm, most non-beekeepers are horrified to see tens of thousands of bees bounce through the sky until they congregate to form a big buzzing ball in someone's backyard! Therefore, it is the suburban beekeeper's responsibly to do everything in his/her power to prevent swarms.

The defensiveness of bees is greatly influenced by environmental conditions. The same bees that are gentle on one day can become very defensive on another day. The best conditions to work with the bees are when:

- Most of the field bees are out in the field collecting nectar
- When there is a nectar flow from flowering plants
- When the colony is not under stress from predators, such as wasps.
- When colonies are in direct sunlight
- When the temperature is not very hot (95 degrees F or higher)
- When neighbors are not having a lawn party or mowing their yard

Bee Disease and Cleanliness:

Langstroth's first Bee-keeper's Axiom is a good one to remember: "*Bees gorged with honey are not inclined to sting.*" This means that the bees will tend to be gentle when there is a nectar flow, when they swarm and following a light smoking. Angry bees are sometimes attracted to lights at night.

Beekeeping is often promoted as a way to conserve pollinators but managing hives does nothing to protect our wild pollinators. It's the equivalent of farming chickens to save wild birds. High numbers of honeybees can actively harm wild bee populations, because they compete directly for nectar and pollen. That's not a problem when flowers are plentiful, but in environments where resources are limited, wild bees can be outcompeted. A lack of flowers is one of the main factors behind the decline in bee populations. Initiatives such as urban beekeeping put more pressure on wild bees and worsen the decline. When honeybees occur in high numbers, they can push wild bees out of an area, making it harder for wild plants to reproduce. Honeybees are not a substitute for wild pollinators, so we must protect the entire bee community to achieve good quality pollination.

Honeybee hives are regularly traded locally and internationally, allowing the rapid spread of diseases and parasites, such as deformed wing virus and Varroa mite. These pathogens can spill over from managed hives into wild bumblebee populations and spread between wild bee species when they visit the same flower.

It is important for suburban beekeepers to keep their yards clean and properly dispose of all beekeeping waste and hive by-products. Burr comb, broken equipment, and old wax should be sealed in garbage bags (to prevent robbing) and placed in garbage bins. Hive feeders and syrup containers should be rinsed out so any sugar residue is washed away. It is important that your apiary is not attracting any pests like wasps, rodents, or skunks. By keeping your bee area clean, you will ensure that no unwanted critters move in.

END

34.14 - Keeping of bees.

(1) *Permit and fees required.*

- (a) Persons that keep bees within the limits of the city must first obtain a permit from the community development department. No person shall keep, maintain, or allow to be kept any hive or other facility for the housing of honey bees on or in any property within the city limits without first obtaining a permit.
- (b) Applications for a permit to keep or maintain bees will be made on such forms as provided by the city community development department. Applicants shall provide a detailed lot diagram of the beekeeping equipment location including the distances to property lines and from nearby structures on neighboring properties. A permit fee as established by the common council shall be paid.
- (c) If the application complies with the requirements of subsection (2), the department shall send by regular mail information regarding beekeeping and the proposal to adjacent properties. This information shall include behavior of bees and location of hives on the subject property. It shall be provided to the owners and tenants of all adjacent property within 100 feet of the location of hives on the property and shall advise of the ability to object in writing to the proposed beekeeping.
- (d) If no written objection is received within 30 days of the date of the notice, the permit shall be issued. If a written objection is received, the matter shall be referred to the community protection and services committee for a hearing. After the hearing the committee may approve or deny the permit and may place any conditions deemed appropriate upon an approved permit.
- (e) Permits shall not be transferable or refundable. Only the owner of the lot upon which the hive(s) is proposed to be kept, or an occupant of the lot with the owner's written permission, is eligible to obtain a beekeeping permit. Only one beekeeping permit shall be issued per lot.
- (f) All new permits issued shall expire one year after issuance unless sooner revoked. All renewal permits shall expire three years after issuance unless sooner revoked.

(2) *Conditions for keeping and maintaining hives.*

- (a) Only honey bees (hereinafter referred to collectively and individually as "bees") may be kept under this section.
- (b) Keeping of bees shall not be permitted on lots containing three or more dwelling units (multiple-family dwellings).
- (c) Approval of a permit application is subject to reasonable restrictions, limitations, conditions, or prohibitions prescribed by the city. Any approved permit shall specify any restrictions, limitations, conditions or prohibitions deemed necessary by the city to

safeguard public health and the general welfare, and deemed necessary to reduce the likelihood of public or private nuisance.

- (d) Beekeeping equipment shall be restricted to rear yards and side yards. Beekeeping equipment may also be permitted on a roof provided such equipment is screened from view and is determined by the community development department to otherwise meet the setback and other requirements of this chapter.
- (e) Beekeeping equipment shall not be located closer than 25 feet from any property line, 25 feet from a street or public sidewalk, nor 25 feet from a dwelling unit on an abutting lot.
- (f) No more than two hives are allowed per lot. This maximum may be waived with approval by the community protection and services committee.
- (g) Bee colonies shall be kept in hives with removable frames, which shall be kept in sound and usable condition.
- (h) Each beekeeper shall ensure that a sufficient and convenient source of fresh water is available to the colony.
- (i) Each beekeeper shall ensure that no wax comb or other materials that might encourage robbing by other bees are left upon the grounds of the apiary lot. Such materials once removed from the site shall be handled and stored in sealed containers, or placed within a building or other insect-proof container.
- (j) Each beekeeper shall maintain beekeeping equipment in good condition and securing unused equipment from weather, potential theft or vandalism and occupancy by swarms. It shall be a violation of this section for any beekeeper's unused equipment to attract a swarm, even if the beekeeper is not intentionally keeping honey bees.
- (k) For each apiary the beekeeper shall conspicuously post a sign including the words "HONEY BEE HIVE" and his/her name clearly readable at 25 feet away. A copy of the permit shall be placed in a conspicuous place on the hive.
- (l) The city staff shall have the right to inspect any permitted beekeeping equipment at all reasonable times for any proper purpose. Where practicable, prior notice shall be given to the beekeeper.
- (m) Hives shall be actively maintained. Hives not under active human management and maintenance shall be deemed abandoned and dismantled or removed from the property by the property owner.
- (n) In any instance in which a hive exhibits unusually aggressive characteristics, it shall be the duty of the beekeeper to destroy or re-queen the hive. Queens shall be selected from stock bred for gentleness and non-swarmling characteristics.
- (o) In addition to compliance with the requirements of this section, no beekeeper shall keep a hive or hives that cause any unhealthy conditions or interfere with the normal

use and enjoyment of human or animal life of others, any public property or property of others.

- (3) *Permit suspension/revocation.* The city may suspend or revoke any permit issued pursuant to this section for violations of ordinances, laws or requirements regulating activity and for other good cause.
- (4) *Appeals.* Permit decisions made by the community development departments, including permit denial, suspension or revocation, may be appealed to the community protection and services committee. Permit decisions made by the community protection and services committee may be appealed to the common council.
- (5) *Violation and penalty.* Any person who violates this chapter or fails to obtain a permit for beekeeping shall result in the property and apiary to be deemed a public nuisance, and is subject to violations and enforcement within Chapter 11.

(Ord. No. 1256-0710, § 5, 7-6-10; Ord. No. 1337-0717, § 2, 7-18-17)

RECOMMENDATION

TO THE HONORABLE MAYOR AND COMMON COUNCIL:

We, the Community Protection and Services Committee, hereby recommend the Common Council approve the ordinance re: Smoking Prohibited in Certain Areas; Use of Tobacco Products Prohibited.

Respectfully submitted,
COMMUNITY PROTECTION AND SERVICES COMMITTEE
By: Dan Williams, Chairperson

RESOLVED, that the foregoing recommendation be adopted.

Dated: June 4, 2020

* * * * *

Introduced by _____.

Moved by Alderperson _____, seconded by

Alderperson _____ that said recommendation be adopted.

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

An ordinance to Create Chapter 10.36
Of the City of Sturgeon Bay
Code of Ordinance.

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

SECTION 1.: Chapter 10.36 of the Sturgeon Bay Code of Ordinances is hereby created to read as follows:

10.36 – Smoking Prohibited in Certain Areas; Use of Tobacco Products Prohibited.

(1) *Statement of Purpose.*

- (a) *Purpose.* The Common Council of the City recognizes that smoking of cigarettes and tobacco products is hazardous to an individual's health and may affect the health of nonsmokers/smokers when they are involuntarily in the presence of smoking. Reliable scientific studies assessed by credible health officials have found that secondhand tobacco smoke is a significant health hazard for children, elderly people, and individuals with cardiovascular disease or impaired respiratory function. Air pollution caused by smoking is an offensive annoyance and irritant. Smoking results in serious and significant physical discomfort to nonsmokers. This section is adopted pursuant to the authority provided in Wis. Stats. § 101.123(4m) for the purpose of protecting the public health, safety, comfort and general welfare of the people of the City, especially recognizing the health interests of nonsmokers, who constitute a majority of the population.
- (b) Wis. Stats. § 101.123, to the extent that it requires any act to be performed or prohibited, is hereby adopted, and incorporated by reference as if fully set forth herein.
- (c) It is the intent of the Common Council, in enacting this section, to provide for the public health, safety and welfare of its citizens by facilitating uniform and consistent enforcement of smoke-free air laws; by reducing the potential for re-normalizing smoking in public places and places of employment; by reducing the potential for children to associate the use of electronic smoking devices with a normative or healthy lifestyle; and by prohibiting the sale or distribution of electronic smoking devices to minors.
 - 1. The production and distribution of electronic smoking devices is not currently regulated by federal or state authorities, and the U.S. Food and Drug Administration (FDA) has not completed testing of these products. Initial studies by the FDA have determined that electronic smoking devices

can increase nicotine addiction among young people and contain chemical ingredients known to be harmful, which may expose users and the public to potential health risks.

(2) *Definitions.* For purposes of construction and application of this section, the following definitions are hereby adopted:

- (a) *Child-Care Center:* A facility operated by a child-care provider that provides care and supervision for four or more children under seven years of age for less than 24 hours a day.
- (b) *Electronic Smoking Device:* Any product containing or delivering nicotine, or any other substance, whether natural or synthetic, intended for human consumption through the inhalation of aerosol or vapor from the product. The term electronic smoking device includes, but is not limited to, devices manufactured, marketed, or sold as e-cigarettes, e-cigars, e-pipes, vape pens, mods, tank systems, or under any other product name or descriptor. The term electronic smoking device includes any component part of a product, whether or not marketed or sold separately.
- (c) *Employment:* Any trade, occupation, or process of manufacture or any method of carrying on such trade, occupation or process of manufacture in which any person may be engaged.
- (d) *Enclosed Space:* All space between a floor and a ceiling that is bounded by walls, doors, or windows, whether open or closed, covering more than 50% of the combined surface area of the vertical planes constituting the perimeter of the area. A wall includes any retractable divider, garage door, or other physical barrier, whether temporary or permanent. A 0.011-gauge screen with an 18 by 16 mesh count is not a wall.
- (e) *Person in Charge:* The person, or his or her agent who ultimately controls, governs or directs the activities aboard a public conveyance or within or at a place where smoking is regulated under this section, regardless of the person's status as owner or lessee.
- (f) *Place of Employment:* Any enclosed indoor area that employees normally frequent during the course of employment, including an office, work area, elevator, employee lounge, restroom, conference room, meeting room, classroom, hallway, stairway, lobby, common area, vehicle or employee cafeteria.

- (g) *Private Club*: A facility used by an organization that limits its membership and is organized for a recreational, fraternal, social, patriotic, political, benevolent, or athletic purpose.
 - (h) *Public Place*: Any enclosed indoor place that is open to the public, regardless of whether a fee is charged, or a place to which the public has lawful access or may be invited.
 - (i) *Restaurant*: Has the meaning given in § 97.01(14g).
 - (j) *Retail Establishment*: Any store or shop in which retail sales is the principal business conducted.
 - (k) *Smoking*: Burning or holding, or inhaling or exhaling, or carrying any lighted or heated cigar, cigarette, pipe, hookah, or any other lighted or heated tobacco or plant product intended for inhalation, including marijuana, whether natural or synthetic, in any manner or in any form. Smoking includes the use of an electronic smoking device.
- (3) *Prohibition against smoking.*
- (a) Except as otherwise provided, it shall be unlawful for any person to engage in smoking in a sports arena, bus shelter, public conveyance or any of the following enclosed places:
 - 1. Residence halls or dormitories owned or operated by a college or university.
 - 2. Child-care centers, including outdoor areas on the premises when children are present.
 - 3. Educational facilities, outdoor spaces, or grounds.
 - 4. Inpatient health care facilities.
 - 5. Theaters.
 - 6. Restaurants.
 - 7. Taverns.
 - 8. Private clubs.

9. Retail establishments.
10. Common areas of multiple-unit residential properties.
11. Lodging establishments.
12. State, county, City, village or town buildings.
13. Areas in city parks as posted and so designated by the board of park commissioners, including, but not limited to, the athletic field/bleachers and dugouts, playground and swing set areas, and park restrooms.
14. City-owned or leased motor vehicles and equipment.
15. Public forms of transportation, including, but not limited to, motor buses, taxis, or other public passenger vehicles.
16. All enclosed places, in addition to those listed above, that are places of employment, or that are public places.

(4) *Exceptions.* The prohibition against smoking does not apply in the following places:

- (a) All outdoor places except those identified in Wis. Stats. § 101.123(2)(d).
- (b) A private residence.
- (c) A room used by only one person in an assisted living facility as his residence.
- (d) A room in an assisted living facility in which two or more persons reside if every person who lives in the room smokes and has made a written request to the person in charge of the facility to be placed in a room in which smoking is allowed.

(5) *Responsibility of persons in charge.*

- (a) No person in charge may allow any person to smoke in violation of this section at a location that is under the control or direction of the person in charge.
- (b) No person in charge may provide matches, ashtrays, or other equipment for smoking at any location where smoking is prohibited.

- (c) A person in charge shall make reasonable efforts to prohibit persons from smoking at a location where smoking is prohibited by doing all of the following:
 - 1. Posting signs setting forth the prohibition and providing other appropriate notification and information concerning the prohibition.
 - 2. Refusing to serve a person, if the person is smoking in a restaurant or tavern.
 - 3. Asking a person who is smoking to refrain from smoking and, if the person refuses to do so, asking the person to leave the location.
 - (d) If a person refuses to leave the location after being requested to do so, the person in charge shall immediately notify an appropriate law enforcement agency of the violation.
 - (e) A person in charge of a restaurant, tavern, private club, or retail establishment may designate an outside area located a reasonable distance from any entrance where smoking is permitted.
- (6) *Uniform signs.* All properties and establishments regulated by this section are required to post no smoking signs in accordance with the rules and regulations of the Department of Safety and Professional Services to notify all persons of this section.
- (7) *Penalties.*
- (a) *Forfeiture.* Any person, agent, firm or corporation violating Section (3) & (5) shall be responsible for a civil infraction punishable by a civil fine of fifty dollars (\$50.00).
 - (b) For a second and subsequent violation, the person is responsible for a civil infraction punishable by a civil fine of seventy-five dollars (\$75.00).
- (8) *Clean indoor air; intent and construction.* The City finds that it is in the interest of the health, safety and welfare of the community to adopt by reference Wis. Stats. § 101.123. It is the intent of the Common Council of the City that where there may be a conflict between Wis. Stats. § 101.123 and this section that the most restrictive section shall apply.
- (9) *Nuisance, injunction.* The repeated violation of this section is hereby declared to be a public nuisance. In addition to any other relief provided under this section, the City may apply to a court of competent jurisdiction for an injunction to prohibit the continuation of any violation of this section. Such application for relief may include seeking a temporary restraining order, temporary injunction.

- (10) *School Setting.* It shall be unlawful to use any tobacco products as defined by Wis. Stat. 139.75(12) and any electronic smoking devices on and/or within 20 feet of premises owned by the Sturgeon Bay School District within the City of Sturgeon Bay. Any person, agent, firm or corporation violating this section shall, upon conviction, forfeit an amount established by the City.

Section 2.

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

Section 3.

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

PASSED AND ADOPTED by the Common Council of the City of Sturgeon Bay, Wisconsin this _____ day of _____, 2020.

An ordinance to Create Chapter 10.36
Of the City of Sturgeon Bay
Code of Ordinance.

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

SECTION 1.: Chapter 10.36 of the Sturgeon Bay Code of Ordinances is hereby created to read as follows:

10.36 – Smoking Prohibited in Certain Areas; Use of Tobacco Products Prohibited.

(1) *Statement of Purpose.*

- (a) *Purpose.* The Common Council of the City recognizes that smoking of cigarettes and tobacco products is hazardous to an individual's health and may affect the health of nonsmokers/smokers when they are involuntarily in the presence of smoking. Reliable scientific studies assessed by credible health officials have found that secondhand tobacco smoke is a significant health hazard for children, elderly people, and individuals with cardiovascular disease or impaired respiratory function. Air pollution caused by smoking is an offensive annoyance and irritant. Smoking results in serious and significant physical discomfort to nonsmokers. This section is adopted pursuant to the authority provided in Wis. Stats. § 101.123(4m) for the purpose of protecting the public health, safety, comfort and general welfare of the people of the City, especially recognizing the health interests of nonsmokers, who constitute a majority of the population.
- (b) Wis. Stats. § 101.123, to the extent that it requires any act to be performed or prohibited, is hereby adopted, and incorporated by reference as if fully set forth herein.
- (c) It is the intent of the Common Council, in enacting this section, to provide for the public health, safety and welfare of its citizens by facilitating uniform and consistent enforcement of smoke-free air laws; by reducing the potential for re-normalizing smoking in public places and places of employment; by reducing the potential for children to associate the use of electronic smoking devices with a normative or healthy lifestyle; and by prohibiting the sale or distribution of electronic smoking devices to minors.
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can increase nicotine addiction among young people and contain chemical ingredients known to be harmful, which may expose users and the public to potential health risks.

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- (c) *Employment:* Any trade, occupation, or process of manufacture or any method of carrying on such trade, occupation or process of manufacture in which any person may be engaged.
- (d) *Enclosed Space:* All space between a floor and a ceiling that is bounded by walls, doors, or windows, whether open or closed, covering more than 50% of the combined surface area of the vertical planes constituting the perimeter of the area. A wall includes any retractable divider, garage door, or other physical barrier, whether temporary or permanent. A 0.011-gauge screen with an 18 by 16 mesh count is not a wall.
- (e) *Person in Charge:* The person, or his or her agent who ultimately controls, governs or directs the activities aboard a public conveyance or within or at a place where smoking is regulated under this section, regardless of the person's status as owner or lessee.
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- (g) *Private Club*: A facility used by an organization that limits its membership and is organized for a recreational, fraternal, social, patriotic, political, benevolent, or athletic purpose.
 - (h) *Public Place*: Any enclosed indoor place that is open to the public, regardless of whether a fee is charged, or a place to which the public has lawful access or may be invited.
 - (i) *Restaurant*: Has the meaning given in § 97.01(14g).
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 - (k) *Smoking*: Burning or holding, or inhaling or exhaling, or carrying any lighted or heated cigar, cigarette, pipe, hookah, or any other lighted or heated tobacco or plant product intended for inhalation, including marijuana, whether natural or synthetic, in any manner or in any form. Smoking includes the use of an electronic smoking device.
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9. Retail establishments.
10. Common areas of multiple-unit residential properties.
11. Lodging establishments.
12. State, county, City, village or town buildings.
13. Areas in city parks as posted and so designated by the board of park commissioners, including, but not limited to, the athletic field/bleachers and dugouts, playground and swing set areas, and park restrooms.
14. City-owned or leased motor vehicles and equipment.
15. Public forms of transportation, including, but not limited to, motor buses, taxis, or other public passenger vehicles.
16. All enclosed places, in addition to those listed above, that are places of employment, or that are public places.

(4) *Exceptions.* The prohibition against smoking does not apply in the following places:

- (a) All outdoor places except those identified in Wis. Stats. § 101.123(2)(d).
- (b) A private residence.
- (c) A room used by only one person in an assisted living facility as his residence.
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(5) *Responsibility of persons in charge.*

- (a) No person in charge may allow any person to smoke in violation of this section at a location that is under the control or direction of the person in charge.
- (b) No person in charge may provide matches, ashtrays, or other equipment for smoking at any location where smoking is prohibited.

- (c) A person in charge shall make reasonable efforts to prohibit persons from smoking at a location where smoking is prohibited by doing all of the following:
 - 1. Posting signs setting forth the prohibition and providing other appropriate notification and information concerning the prohibition.
 - 2. Refusing to serve a person, if the person is smoking in a restaurant or tavern.
 - 3. Asking a person who is smoking to refrain from smoking and, if the person refuses to do so, asking the person to leave the location.
 - (d) If a person refuses to leave the location after being requested to do so, the person in charge shall immediately notify an appropriate law enforcement agency of the violation.
 - (e) A person in charge of a restaurant, tavern, private club, or retail establishment may designate an outside area located a reasonable distance from any entrance where smoking is permitted.
- (6) *Uniform signs.* All properties and establishments regulated by this section are required to post no smoking signs in accordance with the rules and regulations of the Department of Safety and Professional Services to notify all persons of this section.
- (7) *Penalties.*
- (a) *Forfeiture.* Any person, agent, firm or corporation violating Section (3) & (5) shall be responsible for a civil infraction punishable by a civil fine of fifty dollars (\$50.00).
 - (b) For a second and subsequent violation, the person is responsible for a civil infraction punishable by a civil fine of seventy-five dollars (\$75.00).
- (8) *Clean indoor air; intent and construction.* The City finds that it is in the interest of the health, safety and welfare of the community to adopt by reference Wis. Stats. § 101.123. It is the intent of the Common Council of the City that where there may be a conflict between Wis. Stats. § 101.123 and this section that the most restrictive section shall apply.
- (9) *Nuisance, injunction.* The repeated violation of this section is hereby declared to be a public nuisance. In addition to any other relief provided under this section, the City may apply to a court of competent jurisdiction for an injunction to prohibit the continuation of any violation of this section. Such application for relief may include seeking a temporary restraining order, temporary injunction.

- (10) *School Setting.* It shall be unlawful to use any tobacco products as defined by Wis. Stat. 139.75(12) and any electronic smoking devices on and/or within 20 feet of premises owned by the Sturgeon Bay School District within the City of Sturgeon Bay. Any person, agent, firm or corporation violating this section shall, upon conviction, forfeit an amount established by the City.

Section 2.

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

Section 3.

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

PASSED AND ADOPTED by the Common Council of the City of Sturgeon Bay, Wisconsin this _____ day of _____, 2020.

RESOLUTION**RESOLUTION TO TEMPORARILY SUSPEND THE REQUIREMENT UNDER SECTION 20.31(1) OF THE MUNICIPAL CODE**

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

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

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

WHEREAS, on May 19, 2020 the period of emergency was extended for an additional thirty (30) days; and

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

WHEREAS, section 20.31(1) of the Municipal Code requires off-street parking and design standards be met based on the defined use(s) of a property; and

WHEREAS, allowing restaurants to utilize off-street parking areas for the purposes of providing additional dining space will increase seating capacity while practicing social distancing guidelines; and

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

THEREFORE, BE IT RESOLVED, by the Mayor and Council President of the City of Sturgeon Bay; that the City of Sturgeon Bay temporarily suspends the parking requirements under section 20.31(1) for properties containing an existing principal restaurant use provided any parking removed is used for outdoor seating for restaurant patrons.

BE IT FURTHER RESOLVED, that this temporary suspension shall expire on October 15, 2020.

Approved this 2nd day of June, 2020.

David J. Ward, Mayor

Dan Williams, Council President

