

**TOWN OF CEDARBURG  
MEETING OF THE BOARD OF SUPERVISORS  
December 5, 2018**

Present:

David Salvaggio, Chairman  
Wayne Pipkorn, Supervisor, Seat 1  
Bill Wattson, Supervisor, Seat 2  
Gary Wickert, Supervisor Seat 3

Tim Rhode, Administrator  
Adam Monticelli, Director of Public Works  
Brad Hoeft, Town Attorney  
Eric Ryer, Assistant Administrator/Clerk  
Charles Pretty, Treasurer

Excused:

Thomas Esser, Supervisor Seat 4

**1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE**

Chairman Salvaggio called the regular meeting to order at 7:14 pm. The pledge of allegiance had previously been recited at the Special Town Board meeting at 7pm.

**2. ANNOUNCEMENTS:**

None.

**3. HEARING OF THE PEOPLE:**

None.

**4. COMMUNICATIONS AND REQUESTS FOR HOLDING TANK AGREEMENTS AND OPERATOR LICENSES:**

**a. Discussion and possible motion regarding an operator license application as listed for the 2018-2019 license period\***

Supervisor Wickert made a motion to approve the operator license application for Allyson Marie Herther for the 2018-2019 license period. Supervisor Pipkorn seconded, and the motion passed unanimously.

**5. CONSENT AGENDA: *The Consent Agenda contains routine items and will be enacted by one motion without separate discussion unless someone requests an item to be removed for separate consideration and vote.***

- a. Accepting September 19, 2018 Plan Commission Meeting Minutes**
- b. Accepting October 30, 2018 Finance Committee Meeting Minutes**
- c. Approving November 7, 2018 Town Board Meeting Minutes**

Supervisor Pipkorn made a motion to approve the consent agenda. Supervisor Wattson seconded, and the motion passed unanimously.

**6. TREASURER'S REPORT**

**a. Motion Accepting the November 2018 Treasurer's Report\***

Treasurer Pretty presented the report to the Board. Supervisor Pipkorn then made a motion to accept the Treasurer's Report for November 2018. Supervisor Wattson seconded, and the motion passed unanimously.

**7. PRESENTATION OF BILLS/PURCHASE ORDER/PAYROLL/AWARDS**

**a. Presentation of Bills/Purchase Orders/Payroll/Awards for November 1, 2018 to November 30, 2018 (Check #'s 33003-33097, V1991-V2020 and manual checks/wire transfers as shown\***

Following brief discussion, Supervisor Wickert made a motion to accept all bills as presented for review. Supervisor Pipkorn seconded, and the motion passed unanimously.

**8. REPORTS TO BE RECEIVED/FILED (Non-action items)**

**a. Possible report regarding local nuisance/law enforcement issues (Administrator Tim Rhode)\***

Administrator Rhode noted there were two cases Constable Fitting was working on (illegal burning and a neighbor dog dispute).

**b. Report on recreation program revenues and expenditures (Assistant Administrator/Clerk Eric Ryer)\***

Asst. Administrator/Clerk Ryer stated all recreation programming was self-supporting and year-to-date financials show a positive balance of approximately \$14,468.

**9. PUBLIC HEARINGS**

**a. Public hearing to take comment on Ordinance 2018-4 to rezone land and to amend the Zoning Map for property owned by Jeffrey & Marian Knorr located at 2231 CTH I from R-2 Single-Family Residential District to E-1 Estate Residential District [Petitioner: Jeffrey & Marian Knorr, SE ¼ Sec. 3, 17.76 acres]**

Jeffrey and Marian Knorr have submitted an application to rezone their 17.76 acre property located at 2231 CTH I. The property is currently zoned R-2 Single-Family Residential, and they have applied to rezone to E-1 Estate Residential in order to allow them to add on to their existing garage. E-1 would allow them unlimited space. With no comment from the public, Supervisor Pipkorn moved to close the public hearing. Supervisor Wattson seconded, and the motion passed unanimously.

**b. Public Hearing to take comment on Ordinance 2018-5 to rezone land and to amend the Zoning Map for property owned by Gregory W. Zimmerschied located at 11309 STH 60 from CR-B Countryside Residential B District to A-1 Agricultural District [Petitioner: Greg Zimmerschied, NE ¼ Sec. 19, 10.02 acres]**

Greg Zimmerschied has revised his application to rezone his 10.02 acre property located at 11309 STH 60. The property is currently zoned CR-B Countryside Residential B, and he has applied to have the property rezoned to A-1 Agricultural. His plans for the property include raising crops, erecting an agricultural outbuilding, and possibly submitting a conditional use permit application seeking to operate a bed and breakfast out of the existing farmhouse at some point in the future. With no comment from the public, Supervisor Pipkorn moved to close the public hearing. Supervisor Wattson seconded, and the motion passed unanimously.

**10. OLD BUSINESS**

**a. Discussion and possible motion on the 2018/2019 Tax Levy\***

The proposed tax rate is \$2.38/\$1,000 generating a tax levy of \$2,024,743. Supervisor Pipkorn made a motion that was seconded by Supervisor Wattson to approve the proposed 2018/2019 tax levy of \$2,024,743. The motion was unanimously approved.

**b. Discussion and possible motion to approve the Fiscal Year 2019 Budget\***

As proposed, the 2019 budget will have five funds and maintain the current level of service. General fund revenues total \$2,308,699 and total general fund expenditures will be \$2,308,699. The proposed property tax rate would be \$2.38 per \$1,000 of assessed value. A home assessed for \$300,000 will pay \$716 in property taxes to the Town. The proposed property tax rate will generate a levy of \$2,024,743. Following discussion, Supervisor Wickert moved to approve the proposed Fiscal Year 2019 budget. Supervisor Wattson seconded, and the motion passed unanimously.

**11. NEW BUSINESS**

- a. **Discussion and possible motion on Ordinance 2018-4 to rezone land and to amend the Zoning Map for property owned by Jeffrey & Marian Knorr located at 2231 CTH I from R-2 Single-Family Residential District to E-1 Estate Residential District [Petitioner: Jeffrey & Marian Knorr, SE ¼ Sec. 3, 17.76 acres]\***

This item continues from #9a. Following discussion, Supervisor Pipkorn moved the Town Board approve Ordinance 2018-4 to rezone land and to amend the Zoning Map for property owned by Jeffrey & Marian Knorr located at 2231 CTH I from R-2 Single-Family Residential District to E-1 Estate Residential District. Supervisor Wattson seconded, and the motion passed unanimously.

- b. **Discussion and possible motion on Ordinance 2018-5 to rezone land and to amend the Zoning Map for property owned by Gregory W. Zimmerschied located at 11309 STH 60 from CR-B Countryside Residential B District to A-1 Agricultural District [Petitioner: Greg Zimmerschied, NE ¼ Sec. 19, 10.02 acres]\***

This item continues from #9b. Staff noted the Plan Commission recommended approval of this item at a special meeting earlier in the evening, contingent upon the applicant obtaining a variance to allow the southernmost nonconforming outbuilding to remain per the advice of Attorney Hoefl. Following discussion, Supervisor Wattson moved the Town Board approve Ordinance 2018-5 to rezone land and to amend the Zoning Map for property owned by Gregory W. Zimmerschied located at 11309 STH 60 from CR-B Countryside Residential B District to A-1 Agricultural District. Supervisor Pipkorn seconded, and the motion passed unanimously.

- c. **Discussion and possible motion on an architectural and site plan review for a 5,400 square foot outbuilding located at 929 Elm Road [Applicant: Chuck Kison, 40 acres, zoned A-2 Prime Agricultural & C-1 Conservancy, SW ¼ Section 19]\***

Chuck Kison would like to construct a 5,400 square foot steel outbuilding on his property located at 929 Elm Road. The building would consist of one long span measuring 50' x 108'. An accessory structure of this size is allowed on the 40 acre lot, as there is no limit on the size of accessory buildings on A-2 properties. However, Section 320-26 of the Code explains that new buildings greater than 1,500 square feet are required to go before the Plan Commission and Town Board for architectural and site plan review. Following discussion, Supervisor Pipkorn moved the Town Board approve the architectural and site plan review for a 5,400 square foot outbuilding located at 929 Elm Road. Supervisor Wattson seconded, and the motion passed unanimously.

- d. **Discussion and possible motion on proposed Resolution 2018-8, "Approving the Town of Cedarburg Fiscal Year 2019 Annual Fee Schedule"\***

Each year the Town Board must approve the Town of Cedarburg's fee schedule. The fee schedule designates fees, per Town Ordinances, for various duties performed by Town staff or boards/commissions. No changes were recommended at this time. Following discussion, Supervisor Pipkorn made a motion to approve Resolution 2018-8. Supervisor Wickert seconded, and the motion passed unanimously.

- e. **Discussion and possible motion on proposed Resolution 2018-9, "Approving the 2019 Town of Cedarburg Building Permit Fee Schedule"\***

Each year, the Town Board must approve the Town of Cedarburg's Building Permit Fee Schedule. The fee schedule designates fees for various permits, inspections and plan reviews by Safebuilt. Staff noted that at this time, they had not received feedback from SafeBuilt for any proposed changes. Following discussion, Supervisor Wattson made a motion to approve Resolution 2018-9. Supervisor Pipkorn seconded, and the motion passed unanimously.

**f. Discussion and possible motion approving a scoreboard sponsorship agreement with the Orthopaedic Hospital of Wisconsin\***

The Orthopaedic Hospital of Wisconsin expressed interest in sponsoring all four score boards at the full-size Little League fields at the Korb Sports Complex. The sponsorship amount for this is \$60,000, which would be paid to the Town in three \$20,000 installments from 2019-2021. This amount will cover the scoreboards, LED panels, signage panels, steel supports, and related electrical work to power them. The term of the sponsorship is 20 years (or longer so long as the scoreboards are in good shape). Following discussion, Supervisor Pipkorn made a motion to approve the scoreboard sponsorship agreement with the Orthopaedic Hospital of Wisconsin. Supervisor Wattson seconded, and the motion passed unanimously.

**12. CLOSED SESSION**

**a. The Town Board may go to closed session pursuant to:**

**i. Wisconsin Statutes Sec. 19.85 (1) (c) to “Consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility”.**

At 7:34pm, Supervisor Wickert made a motion to go into Closed Session per Wisconsin Statutes Sec. 19.85(1)(e) and Statutes Sec. 19.85(1)(g). The motion was seconded by Supervisor Wattson, and unanimously approved by roll call vote.

**b. Reconvene to open session and the regular order of business**

Supervisor Wattson made a motion that was seconded by Supervisor Pipkorn to reconvene to open session at 8:01 pm. The motion passed unanimously.

**13. Discussion and possible motion related to closed session business\***

Supervisor Pipkorn made a motion that was seconded by Supervisor Wickert to authorize the Town Administrator to make an employment offer to fill the position of Director of Public Works as discussed in closed session.

**14. ADJOURNMENT**

At 8:02 pm, Supervisor Wattson moved and Supervisor Pipkorn seconded a motion to adjourn. The motion was unanimously approved.

Respectfully Submitted,

Eric Ryer  
Assistant Administrator/Clerk