

**TOWN OF CEDARBURG  
MEETING OF THE BOARD OF SUPERVISORS  
November 7, 2018**

Present:

David Salvaggio, Chairman	Tim Rhode, Administrator
Wayne Pipkorn, Supervisor, Seat 1	Charles Pretty, Treasurer
Bill Wattson, Supervisor, Seat 2 (via phone)	Eric Ryer, Assistant Administrator/Clerk
Gary Wickert, Supervisor Seat 3	Brad Hoeft, Town Attorney
Thomas Esser, Supervisor Seat 4	Adam Monticelli, DPW

1. **CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE**  
Chairman Salvaggio called the regular meeting to order at 7:00 pm. The meeting began with the pledge of allegiance.
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 approving a temporary Class “B” picnic fermented malt beverage license for the St. Francis Borgia Turkey Trot\***  
Supervisor Pipkorn made a motion to approve the temporary Class “B” picnic fermented malt beverage license for the St. Francis Borgia Turkey Trot. Supervisor Esser 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 June 19, 2018 Finance Committee Meeting Minutes**
  - b. **Accepting August 29, 2018 Special Park & Recreation Committee Meeting Minutes**
  - c. **Approving October 3, 2018 Town Board Meeting Minutes**  
Supervisor Wickert made a motion to approve the consent agenda. Supervisor Pipkorn seconded, and the motion passed unanimously.
6. **TREASURER’S REPORT**
  - a. **Motion Accepting the October 2018 Treasurer’s Report\***  
Treasurer Pretty presented the report to the Board. Supervisor Pipkorn made a motion to accept the Treasurer’s Report for October 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 October 1, 2018 to October 31, 2018 (Check #'s 32833-33002, V1958-V1990 and manual checks/wire transfer as shown)\***  
Following brief discussion, Supervisor Esser 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 Constable Fitting did not submit a report this month, but there are a few ongoing issues he is investigating.

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

Asst. Administrator/Clerk Ryer stated the balance stood at just over \$15,000.

**9. PUBLIC HEARINGS**

**a. None**

**10. OLD BUSINESS**

**a. None**

**11. NEW BUSINESS**

**a. Discussion and possible motion regarding approval of the State/Municipal Agreement for a State-Let Local Bridge Project for the bridge on Covered Bridge Road over Cedar Creek (B-45-0013)\***

The Town was notified through the Ozaukee County Bridge Inspection Program that bridge B-45-0013 on Covered Bridge Road over Cedar Creek is in need of a complete tear down and rebuild. The Town Board, in 2016, approved an agreement to move forward with this project. During the design phase projected estimates rose to a point that made it not possible to move forward without a larger financial commitment by the Town. Town staff elected to terminate the project and resubmit during the next cycle. Town staff reapplied with the new costs factored in and received State funding (80/20 share) to offset the cost of engineering, design, and construction for the total replacement. The total project cost is \$1,033,800.00, of which the Town is responsible for 20% (\$206,760.00). The Town's 20% will be split 50/50 with Ozaukee County through the Ozaukee County's Town Bridge Aid and leave a balance for the Town of \$103,380. Following discussion, Supervisor Pipkorn moved the Board approve the State/Municipal Agreement for a State-Let Local Bridge Project for the bridge on Covered Bridge Road over Cedar Creek (B-45-0013). Supervisor Esser seconded, and the motion passed unanimously.

**b. Discussion and possible motion transferring the existing Conditional Use Permits for the property located at 506 Wauwatosa Road from Tri Par Oil Co. to Casey's General Stores, Inc.\***

Representatives from Casey's General Stores, Inc. explained Casey's will be purchasing the Cedarburg Tri Par store and take possession of the property at 7:00 am on Wednesday, November 28th. While little will change initially, they will be updating the signage to reflect the change in ownership. For now, they have submitted the necessary paperwork for consideration of a cigarette license, as well as a letter requesting the Town Board transfer the existing conditional use permits from Tri Par to Casey's so they may operate the location under the same conditions as Tri Par has in the past. They understood that if they wish to sell alcohol, they must apply to the Town for Class A retail liquor license and amend the CUP as alcohol sales is not currently allowed under the existing CUP.

Following discussion, Supervisor Pipkorn made a motion the Board transfer the existing Conditional Use Permits for the property located at 506 Wauwatosa Road from Tri Par Oil Co. to Casey's General Stores, Inc. Supervisor Esser seconded, and the motion passed unanimously.

**c. Discussion and possible motion approving an annual cigarette license application\***

This item continues from Item 11b, and is the Cigarette license application by Casey's General Stores, Inc. Following discussion, Supervisor Esser moved the Board approve an annual cigarette license application for Casey's General Stores, Inc. Supervisor Pipkorn seconded, and the motion passed unanimously.

**d. Discussion and possible action related to a resignation letter from Director of Public Works\***

Administrator Rhode noted that DPW Adam Monticelli has submitted his letter of resignation effective at the end of 2019 calendar year. DPW Monticelli thanked the Town and Board for the opportunity to serve the Town. Following discussion, Supervisor Pipkorn made a motion the Board accept the resignation letter from DPW Adam Monticelli. Supervisor Esser seconded, and the motion passed unanimously.

**e. Discussion and possible recommendation on the 2019 Town of Cedarburg Budget\***

Administrator Rhode noted the Town's assessed value was posted by the state, which has now allowed him to put together some options for the Board considering the tax rate for 2019. The Board discussed options ranging from no tax rate increase, up to an option that would raise the tax rate by 2.95%, or about \$20 per residence, which would generate roughly \$56,000 in new tax levy, while still meeting the levy cap and being eligible for state shared revenue payments. This new tax revenue would be proposed to flow into the road projects account.

The Board discussed the options, noting they would prefer to increase road funding to better keep up with maintenance, as the Town is not currently keeping pace. Some options for that include increasing the tax rate over time, borrowing for projects, or holding a referendum. Supervisor Esser noted structurally the Town budget is not set up to keep up with road maintenance. He suggested educating the public in the near future, so that the tax rate can be adjusted to keep pace with needed road replacement, and allow time for developing a road replacement plan.

Following discussion, Supervisor Wickert moved the Board direct staff to draft a budget with a tax rate increase of 2.95% in 2019. This would allow for increased road funding. Supervisor Esser seconded, and the motion passed unanimously.

**12. ADJOURNMENT**

At 7:47 pm, Supervisor Esser moved and Supervisor Pipkorn seconded a motion to adjourn. The motion was unanimously approved.

Respectfully Submitted,

Eric Ryer  
Assistant Administrator/Clerk