

**TOWN OF CEDARBURG  
MEETING OF THE BOARD OF SUPERVISORS  
February 6, 2019**

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
Thomas Esser, Supervisor Seat 4	Jeff Boerner, Director of Public Works

Excused:

Gary Wickert, Supervisor Seat 3

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 regarding operator license applications as listed for the 2018-2019 license period\***  
Supervisor Pipkorn made a motion to approve the operator license applications for Julia C. Martinez and Kevin L. Vincent for the 2018-2019 license period. Supervisor Wattson 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. **Approving January 16, 2019 Special Town Board Meeting Minutes**  
Supervisor Pipkorn made a motion to approve the consent agenda. Supervisor Esser seconded, and the motion passed unanimously.
6. **TREASURER'S REPORT**
  - a. **Motion Accepting the January 2019 Treasurer's Report\***  
Treasurer Pretty presented the report to the Board. Supervisor Pipkorn then made a motion to accept the Treasurer's Report for January 2019. Supervisor Esser seconded, and the motion passed unanimously.
7. **PRESENTATION OF BILLS/PURCHASE ORDER/PAYROLL/AWARDS**
  - a. **Presentation of Bills/Purchase Orders/Payroll/Awards for January 1, 2019 to January 31, 2019 (Check #'s 33166-33224, V2048-V2076 and manual checks 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 has primarily been running background checks for the Town and does not have any active cases. Administrator Rhode also updated the Board on the upcoming updating of the phone system, the 2018 audit, and correspondence with residents of the Behrens subdivision regarding water concerns.

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

Asst. Administrator/Clerk Ryer stated the recreation programming was self-supporting with a balance of \$38,464, including the first \$20,000 of three annual payments from the Orthopaedic Hospital of Wisconsin toward their sponsorship of the Korb Sports Complex scoreboards.

**9. PUBLIC HEARINGS**

**a. None**

**10. OLD BUSINESS**

**a. None**

**11. NEW BUSINESS**

**a. Discussion and possible motion on an agreement with Circle B Recreation LLC regarding holding elections at 6261 STH 60\***

The Town has held elections at Fire Station No. 2 since 2009 for Wards 5-10. While the Fire Station works well, there are some limitations that led staff to search out an alternate location. The Town Clerk and Chief Inspectors toured Circle B to determine if the location could provide the proper setup to host elections. The site is centrally located in the community, has adequate parking, updated parking lot lighting, is accessible, and provides ample space and restrooms. The Wisconsin Elections Commission requires a Resolution approved by the Town Board at least 30 days prior to an election in order to move a polling location. The Town would also like the Board to consider a formal agreement with Circle B. Although no public notice is required to residents, we plan on advertising the change in the Town newsletter, on the website, eNotify, in the News Graphic, putting up signage, and mailing post cards to all residences. Asst. Administrator/Clerk Ryer noted Attorney Hoeft has suggested some changes, which were shared with Circle B. Following discussion, Supervisor Pipkorn made a motion to approve the revised agreement including the changes proposed by Attorney Hoeft with Circle B Recreation LLC regarding holding elections at 6261 STH 60. Supervisor Esser seconded, and the motion passed unanimously. The April 2019 election is to be the first held at that location.

**b. Discussion and possible motion on Resolution 2019-2, "Resolution Changing the Location of a Polling Place"\***

This item continues from item #11a. Following discussion, Supervisor Esser made a motion to approve Resolution 2019-2, "Resolution Changing the Location of a Polling Place", changing the polling place beginning in April 2019 from Fire Station No. 2 to Circle B. Supervisor Pipkorn seconded, and the motion passed unanimously.

**c. Update on the Wisconsin Town's Association meeting to be hosted at Cedarburg Town Hall on March 5<sup>th</sup>\***

Administrator Rhode noted Cedarburg Town Hall will be hosting the upcoming Wisconsin Town's Association District meeting on March 5<sup>th</sup> at 7pm. These meetings are held for all

the elected officials in area townships. The by-laws for the district will be updated and approved at the meeting as well as any ideas other members may want on the agenda. Staff wanted to pose the question to the Town Board if they would like any specific topics added to the agenda, as well as make Board members aware of the opportunity to attend. The Board suggested adding Town road funding to the agenda.

**12. ADJOURNMENT**

At 7:17 pm, Supervisor Esser moved and Supervisor Pipkorn seconded a motion to adjourn. The motion was unanimously approved.

Respectfully Submitted,

Eric Ryer  
Assistant Administrator/Clerk