

**TOWN OF CEDARBURG  
SPECIAL MEETING OF THE BOARD OF SUPERVISORS  
July 11, 2018**

Present:

David Salvaggio, Chairman  
Wayne Pipkorn, Supervisor, Seat 1  
Bill Wattson, Supervisor, Seat 2  
Gary Wickert, Supervisor Seat 3  
Thomas Esser, Supervisor Seat 4

Adam Monticelli, Dir. of Public Works  
Charles Pretty, Treasurer  
Eric Ryer, Assistant Administrator/Clerk  
Brad Hoeft, Town Attorney

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

Chairman Salvaggio called the special meeting to order at 7:00 pm. The meeting began with the pledge of allegiance.

**2. ANNOUNCEMENTS:**

Asst. Administrator/Clerk Ryer noted in-person absentee voting would begin at Town Hall on July 23<sup>rd</sup>. Director of Public Works Monticelli noted road construction would begin July 30<sup>th</sup> on Cedar Creek Road between Horns Corners Road and Granville Road.

**3. HEARING OF THE PEOPLE:**

Christine Witte of 9863 Sherman Road asked the Board if they would be able to provide any input regarding their proposed building project on their farm, considering possible difficulties associated with 2017 WI Act 67.

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

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

Asst. Administrator/Clerk Ryer noted Constable Fitting has recommended approval of all operators. Supervisor Pipkorn then made a motion to approve the operator licenses for Courtney Haggerty and Richard Sella for the 2018-2019 license period. Supervisor Esser seconded, and the motion passed unanimously.

**b. Discussion and possible motion approving a temporary Class "B" picnic fermented malt beverage license for the St. Francis Borgia Food Truck Night Event\***

Supervisor Pipkorn made a motion to approve the temporary Class "B" picnic fermented malt beverage license for the St. Francis Borgia Food Truck Night Event. Supervisor Wattson seconded, and the motion passed unanimously.

**c. Discussion and possible motion regarding holding tank agreements for the properties listed\***

Supervisor Wattson made a motion to approve the holding tank agreements for 1375 Covered Bridge Road, 4484 Bittersweet Lane, and 11927 Western Avenue. 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 May 30, 2018 Special Park & Recreation Committee Meeting Minutes
- b. Accepting November 29, 2017 Finance Committee Meeting Minutes

**c. Approving June 6, 2018 Town Board Meeting Minutes**

Supervisor Wickert made a motion to approve the consent agenda. Supervisor Esser seconded, and the motion passed unanimously.

**6. TREASURER'S REPORT**

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

Treasurer Pretty presented the report to the Board. Supervisor Pipkorn made a motion to accept the Treasurer's Report for June 2018. 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 June 1, 2018 to June 29, 2018 (Check #'s 32512-32586, V1811-V1842 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. Annual Financial Report for the Year Ending December 31, 2017\***

Rob Weinhold of Hawkins Ash CPA noted they issued an unmodified audit opinion which reflects favorably upon the Town. They proposed eight adjusting journal entries, and they commended Town staff on their cooperation with Hawkins Ash during the audit. They identified seven items for advisory comment. The statement of net position at the end of 2017 was \$14,862,519, with the unassigned fund balance being 51% of total expenditures. The General Fund had a net income of \$95,151 for the year. The Special Revenue fund had a net loss of \$1,604, with a total fund balance of \$934,339. The Special Revenue Recreation fund had a net loss of \$18,582 for the year, with an ending fund balance of \$46,995. Capital projects had a net loss of \$512,287 due mainly to the Sports Complex. The Debt Service fund had a net loss of \$601,504 due mainly to paying off Fire Station No. 2 to save approximately \$40,000 in interest costs. Overall General Fund revenues increased 6.2% (\$134,003) with General Fund expenditures increasing 1.9% (\$41,784). Long-term obligations consist of pollution remediation obligation of \$621,000.

**b. Possible report regarding local nuisance/law enforcement issues\***

Asst. Administrator/Clerk Ryer noted Constable Fitting is investigating an ongoing junk vehicle issue, a few ongoing barking dog complaints, and closed out a complaint regarding a vehicle for sale on Granville Road.

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

Asst. Administrator/Clerk Ryer stated the balance stood at \$28,454.

**9. PUBLIC HEARINGS**

- a. None

**10. OLD BUSINESS**

- a. None

**11. NEW BUSINESS**

**a. Discussion and possible motion regarding the purchase of a new ASL refuse truck\***

Director of Public Works Monticelli explained the Town has held Finance Committee meetings regarding this item, and the Board approved funds in the 2018 budget to purchase a

new ASL refuse collection truck. Demonstrations of equipment are complete and staff has recommended the Autocar cab and chassis and Heil packer to be the unit purchased. Supervisor Esser commented that this proposed truck will address many of the shortcomings of the current refuse truck, in that it will be heavy duty and designed for the use of the Town. Following discussion, Supervisor Pipkorn moved the Board approve the purchase of a new ASL refuse truck in the amount not to exceed \$289,424. Supervisor Esser seconded, and the motion passed unanimously.

**b. Discussion and possible motion regarding a Memo of Understanding between the City of Cedarburg and Town of Cedarburg for a Digital Phone System\***

Asst. Administrator/Clerk Ryer explained the current Town phone system is at the end of its life cycle, and the company contracted by the Town for replacement parts and maintenance is no longer capable of providing replacement parts. The Town and City reached an agreement that would allow the Town to join the City of Cedarburg phone system per the conditions of the memorandum of understanding. Following discussion, Supervisor Wickert made a motion to approve the Memo of Understanding between the City of Cedarburg and Town of Cedarburg for a Digital Phone System. Supervisor Pipkorn seconded, and the motion passed unanimously.

**12. ADJOURNMENT**

At 7:20 pm, Supervisor Esser moved and Supervisor Wattson seconded a motion to adjourn. The motion was unanimously approved.

Respectfully Submitted,

Eric Ryer  
Assistant Administrator/Clerk