

Office of the Clerk/Treasurer

W240N3065 Pewaukee Road
Pewaukee, WI 53072
(262) 691-0770 Fax 691-1798

**COMMON COUNCIL
MEETING NOTICE AND AGENDA**

Monday, June 19, 2023

6:30 PM

Common Council Chambers ~ Pewaukee City Hall
W240 N3065 Pewaukee Road ~ Pewaukee, Wisconsin

-
1. Call to Order and Pledge of Allegiance
 2. Public Comment - Please limit your comments to two (2) minutes, if further time for discussion is needed please contact your District Alderperson prior to the meeting.
 3. Consent Agenda
 - 3.1. Approval of **Resolution 23-06-08** Acknowledging the 2022 Compliance Maintenance Annual Report (CMAR)
 - 3.2. Approve Common Council Meeting Minutes Dated April 3, 2023
 - 3.3. Approve Common Council Meeting Minutes Dated May 1, 2023
 - 3.4. Approve Common Council Meeting Minutes Dated June 5, 2023
 - 3.5. Approve Accounts Payable Listing Dated June 19, 2023
 4. **PUBLIC HEARING**, Discussion and Possible Action Regarding the Liquor License Requests and Agent Appointments for 2023 - 2024 [Tarczewski]
 5. Discussion and Possible Action to Approve the Second Reduction of Cardinal Meadow Development Letter of Credit from \$461,128.57 to \$155,420.16 (A Reduction of \$305,708.41) [Wagner]
 6. Public Comment - Please limit your comments to two (2) minutes, if further time for discussion is needed please contact your district Alderperson prior to the meeting.
 7. Adjournment

Kelly Tarczewski
Clerk/Treasurer

June 16, 2023

NOTICE

It is possible that members of other governmental bodies of the municipality may be in attendance to gather information that may form a quorum. At the above stated meeting, no action will be taken by any governmental body other than the governmental body specifically referred to above in this notice.

Any person who has a qualifying disability under the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible format must contact the Clerk/Treasurer, Kelly Tarczewski, at (262) 691-0770 three business days prior to the meeting so that arrangements may be made to accommodate your request.

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 3.1.**

DATE: June 19, 2023

DEPARTMENT: PW - Water/Sewer

PROVIDED BY: Magdelene Wagner/Jane Mueller

SUBJECT:

Approval of **Resolution 23-06-08** Acknowledging the 2022 Compliance Maintenance Annual Report (CMAR)

BACKGROUND:

The Department of Natural Resources per Chapter NR 208 requires an annual report on our sanitary sewer system. The CMAR is a self-evaluation tool that promotes the owner's awareness and responsibility for wastewater collection and treatment needs, measures the performance of a wastewater treatment works during a calendar year, and assesses its level of compliance with permit requirements.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

Approval of Resolution Acknowledging the 2022 Compliance Maintenance Annual Report (CMAR)

ATTACHMENTS:

Description

2022 CMAR

23.06.08 Resolution

Compliance Maintenance Annual Report

Pewaukee City Sewage Collection System

Last Updated: Reporting For:
6/15/2023 2022

Financial Management

1. Provider of Financial Information

Name:

Renee Reed

Telephone:

262-691-0804

(XXX) XXX-XXXX

E-Mail Address
(optional):

reed@pewaukee.wi.us

2. Treatment Works Operating Revenues

2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?

● Yes (0 points) ☐

○ No (40 points)

If No, please explain:

2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?
Year:

2023

● 0-2 years ago (0 points) ☐

○ 3 or more years ago (20 points) ☐

○ N/A (private facility)

2.3 Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?

● Yes (0 points)

○ No (40 points)

0

REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]

3. Equipment Replacement Funds

3.1 When was the Equipment Replacement Fund last reviewed and/or revised?

Year:

2023

● 1-2 years ago (0 points) ☐

○ 3 or more years ago (20 points) ☐

○ N/A

If N/A, please explain:

3.2 Equipment Replacement Fund Activity

3.2.1 Ending Balance Reported on Last Year's CMAR

\$ 2,521,492.44

3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)

\$ 82,012.40

3.2.3 Adjusted January 1st Beginning Balance

\$ 2,439,480.04

3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)

+

\$ 36,868.80

Compliance Maintenance Annual Report

Pewaukee City Sewage Collection System

Last Updated: Reporting For:
6/15/2023 2022

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)

- \$ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 2,476,348.84

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

3.3 What amount should be in your Replacement Fund? \$ 2,580,320.88

0

Please note: If you had a CWFPP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

☐ Yes

☒ No

If No, please explain.

The deposit to the replacement fund will be made in 2023.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

☒ Yes - If Yes, please provide major project information, if not already listed below. ☐ ☐

☐ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Kopmeier sanitary sewer relay/replace. We have an approximately 400ft section of truss pipe (we think) that lies at the bottom of a bay in Pewaukee Lake. There are some major sags in the line, and the upstream manhole needs some rehab. Our consultant has recommended pipe bursting this section of sewer. We are proposing to bid this project out before the end of 2024	\$500,000	2025
2	Sewer line repairs. Includes repairs to areas in which the City will be reconstructing the roadway. Also to include other repairs as needed.	\$50,000	2024
3	Pipe Lining I-94 easement	\$120,000	2025
4	Engineering study Gun Club Lift station service area and pipe condition evaluation study.	\$20,000	2024
5	Replacement of the Gun Club Lift station. Design in progress for fall 2023 bid with construction taking place 2024	\$5,000,000	2024
6	The Utility is currently working with a consultant that is evaluating the sewer Utility's existing infrastructure, capacities and ultimate sewer service area. They are creating a Sewer Facilities plan to allow the Utility to evaluate the future needs and growth for the community.	\$85,000	2023

5. Financial Management General Comments

Compliance Maintenance Annual Report

Pewaukee City Sewage Collection System

Last Updated: Reporting For:
6/15/2023 **2022**

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	29,443	1,406
February	26,526	1,731
March	24,061	1,390
April	26,651	1,158
May	25,950	655
June	24,388	189
July	20,811	94
August	18,136	43
September	20,138	52
October	21,076	66
November	24,932	391
December	26,516	1,284
Total	288,628	8,459
Average	24,052	705

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☐ Comminution or Screening
- ☐ Extended Shaft Pumps
- ☒ Flow Metering and Recording
- ☐ Pneumatic Pumping
- ☒ SCADA System
- ☐ Self-Priming Pumps
- ☒ Submersible Pumps
- ☒ Variable Speed Drives
- ☐ Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

☐ No

☒ Yes

Year:

Compliance Maintenance Annual Report

Pewaukee City Sewage Collection System

Last Updated: Reporting For:
6/15/2023 2022

By Whom: Wisconsin Rural Water Association Describe and Comment: Wisconsin Rural Water Association conducted an energy audit of the sewer lift stations. They recommend installing variable speed drives and LED lighting when lift stations are upgraded in the future. 6.4 Future Energy Related Equipment 6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations? Future Lift station upgrades will include	
--	--

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Pewaukee City Sewage Collection System

Last Updated: Reporting For:
6/15/2023 2022

Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- Yes
- No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- Yes
- No (30 points)
- N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Clean 33% of sewer and manhole inspections. Conduct a comprehensive Sanitary Sewer Facilities Study.

Did you accomplish them?

- Yes
- No

If No, explain:

The sewer cleaning contractor was not able to do any cleaning in fall/winter 2022 due to bidding to late in the year. However, they have completed cleaning and televising by end of April 2023

☒ Organization [NR 210.23 (4) (b)] ☐ ☐

Does this chapter of your CMOM include:

- ☒ Organizational structure and positions (eg. organizational chart and position descriptions)
- ☒ Internal and external lines of communication responsibilities
- ☒ Person(s) responsible for reporting overflow events to the department and the public

☒ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Sewer Use Ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 1996-09-23

Does your sewer use ordinance or other legally binding document address the following:

- ☒ Private property inflow and infiltration
- ☒ New sewer and building sewer design, construction, installation, testing and inspection
- ☐ Rehabilitated sewer and lift station installation, testing and inspection
- ☒ Sewage flows satellite system and large private users are monitored and controlled, as necessary
- ☒ Fat, oil and grease control
- ☒ Enforcement procedures for sewer use non-compliance
- ☒ Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

- ☐ Equipment and replacement part inventories

Compliance Maintenance Annual Report

Pewaukee City Sewage Collection System

Last Updated: Reporting For:
6/15/2023 2022

- ☒ Up-to-date sewer system map
- ☐ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
- ☒ A description of routine operation and maintenance activities (see question 2 below)
- ☒ Capacity assessment program
- ☒ Basement back assessment and correction
- ☐ Regular O&M training

☒ Design and Performance Provisions [NR 210.23 (4) (e)] ☐ ☐

What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?

- ☒ State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
- ☒ Construction, Inspection, and Testing
- ☒ Others:

City of Pewaukee Construction Standards

☒ Overflow Emergency Response Plan [NR 210.23 (4) (f)] ☐ ☐

Does your emergency response capability include:

- ☒ Responsible personnel communication procedures
- ☒ Response order, timing and clean-up
- ☒ Public notification protocols
- ☐ Training
- ☐ Emergency operation protocols and implementation procedures

☒ Annual Self-Auditing of your CMOM Program [NR 210.23 (5)] ☐ ☐

☒ Special Studies Last Year (check only those that apply):

- ☐ Infiltration/Inflow (I/I) Analysis
- ☐ Sewer System Evaluation Survey (SSES)
- ☒ Sewer Evaluation and Capacity Management Plan (SECAP)
- ☒ Lift Station Evaluation Report
- ☐ Others:

0

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	0	% of system/year
Root removal	0	% of system/year
Flow monitoring	95	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	0	% of system/year
Manhole inspections	3	% of system/year
Lift station O&M	12	# per L.S./year
Manhole rehabilitation	2	% of manholes rehabbed
Mainline rehabilitation	0	% of sewer lines rehabbed
Private sewer inspections		

Compliance Maintenance Annual Report

Pewaukee City Sewage Collection System

Last Updated: Reporting For:
6/15/2023 **2022**

Private sewer I/I removal River or water crossings	0 0 0	% of system/year % of private services % of pipe crossings evaluated or maintained													
Please include additional comments about your sanitary sewer collection system below: 															
3. Performance Indicators 3.1 Provide the following collection system and flow information for the past year.															
41.94	Total actual amount of precipitation last year in inches														
32.26	Annual average precipitation (for your location)														
66.9	Miles of sanitary sewer														
12	Number of lift stations														
0	Number of lift station failures														
0	Number of sewer pipe failures														
0	Number of basement backup occurrences														
0	Number of complaints														
1.4	Average daily flow in MGD (if available)														
1.9	Peak monthly flow in MGD (if available)														
	Peak hourly flow in MGD (if available)														
3.2 Performance ratios for the past year:															
0.00	Lift station failures (failures/year)														
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)														
0.00	Sanitary sewer overflows (number/sewer mile/yr)														
0.00	Basement backups (number/sewer mile)														
0.00	Complaints (number/sewer mile)														
1.4	Peaking factor ratio (Peak Monthly:Annual Daily Avg)														
0.0	Peaking factor ratio (Peak Hourly:Annual Daily Avg)														
4. Overflows															
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="4">LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **</th> </tr> <tr> <th style="width: 15%;">Date</th> <th style="width: 35%;">Location</th> <th style="width: 25%;">Cause</th> <th style="width: 25%;">Estimated Volume</th> </tr> </thead> <tbody> <tr> <td colspan="4" style="text-align: center;">None reported</td> </tr> </tbody> </table>				LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **				Date	Location	Cause	Estimated Volume	None reported			
LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **															
Date	Location	Cause	Estimated Volume												
None reported															
** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.															
5. Infiltration / Inflow (I/I) 5.1 Was infiltration/inflow (I/I) significant in your community last year? ☐ Yes ☒ No If Yes, please describe: 															

Compliance Maintenance Annual Report

Pewaukee City Sewage Collection System

Last Updated: Reporting For:
6/15/2023 **2022**

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

☐ Yes

☒ No

If Yes, please describe:

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

N/A

5.4 What is being done to address infiltration/inflow in your collection system?

We continue to televise for pipe failure.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Pewaukee City Sewage Collection System

Last Updated: Reporting For:
6/15/2023 2022

Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			4	16
GRADE POINT AVERAGE (GPA) = 4.00				

Notes:

A = Voluntary Range (Response Optional)

B = Voluntary Range (Response Optional)

C = Recommendation Range (Response Required)

D = Action Range (Response Required)

F = Action Range (Response Required)

Compliance Maintenance Annual Report

Pewaukee City Sewage Collection System

Last Updated: Reporting For:
6/15/2023 2022

Resolution or Owner's Statement

Name of Governing
Body or Owner:

Date of Resolution or
Action Taken:

Resolution Number:

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4.00

RESOLUTION #23-06-08

**Wisconsin Department of Natural Resources
NR 208 – Compliance Maintenance Resolution
2022**

WHEREAS, it is a requirement under a Wisconsin Pollutant Discharge Elimination System (WPDES) permit issued by the Wisconsin Department of Natural Resources to file a Compliance Maintenance Annual Report (CMAR) for the City of Pewaukee Wastewater collection system under Wisconsin Administrative Code NR 208; and,

WHEREAS, it is necessary to acknowledge that the governing body has reviewed the Compliance Maintenance Annual Report (CMAR) for 2022; and,

WHEREAS, all sections within the Compliance Maintenance Annual Report (CMAR) received a grade of B or better which results in a Grade Point Average (GPA) of 3.0 or greater.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Pewaukee does hereby agree to commit reasonable and fiscally prudent funding to operate the City's sewer utility effectively and maintain an acceptable point average.

Dated this 19th day of June, 2023.

CITY OF PEWAUKEE

Steve Bierce, Mayor

This is to certify that this is a true and accurate copy of Resolution 23-06-08 which was adopted by the Common Council of the City of Pewaukee.

Kelly Tarczewski, Clerk-Treasurer

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 3.2.**

DATE: June 19, 2023

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Approve Common Council Meeting Minutes Dated April 3, 2023

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

CC Minutes 4.3.2023

In Attendance:

Mayor S. Bierce, Aldermen I. Clark, B. Dziwulski, P. Vetterkind and J. Wamser. C. Brown and R. Reinbold were absent and excused.

Also in Attendance:

Attorney S. Riffle, Administrator S. Klein, DPW Director M. Wagner, City Planner & Community Development Director N. Fuchs, and Clerk/Treasurer K. Tarczewski.

1. **Call to Order and Pledge of Allegiance**

Mayor Bierce called the meeting to order at 6:30 p.m. and asked everyone to stand for the Pledge of Allegiance.

2. **Public Comment**

Bill Winters (W271 N2622 Pear Tree Lane) asked about getting a bill for a special assessment.

3. **Consent Agenda**

3.1 Approval of the Common Council Meeting Minutes Dated February 20, 2023

3.2 Approve the Accounts Payable Listing Dated April 4, 2023

A motion was made and seconded (B. Dziwulski, J. Wamser) to approve the items in the consent agenda. Motion Passed: 4-For, 0-Against.

4. **PUBLIC HEARING**, Discussion and Possible Action Regarding a Conditional Use Permit for Keith Tubin for Property Located at N37 W26745 Kopmeier Drive (PWC 0894-014) for the Purpose of Constructing a Boathouse

Mr. Fuchs stated the construction of the new boat house was denied and the applicant did not attend the last Common Council meeting. Mr. Fuchs noted it is being resubmitted and it was recommended for approval by the Plan Commission. Mr. Fuchs noted the applicant is agreeing to replace the metal siding with wood or composite type material and remove impervious service to comply with the requirements. Mr. Fuchs added staff is recommending approval with the conditions.

Mayor Bierce opened the public hearing.

Dan Rieck on behalf of Charles and Claire Schwitzer (N37 W26731 Kopmeier) as their son-in-law stated the action shouldn't be here because of Chapter 24 of the City of Pewaukee Municipal Code and 68 of Wisconsin statutes. He said filing the exact same thing 20 days later does not follow those rules. He added it is not a boat house, it is a shed. He said you need to look at the Ordinance's intent and per administrative code NR320503:2, it states a boat house is a permanent structure used for the storage of watercraft and associated materials. Mr. Rieck stated this is more of a variance, opposed to a Conditional Use Permit. He said placement of a 14-foot shed that is 10 feet tall by the water would act as a detriment to his in laws property. He asked why the boat house/shed could not be placed on the other side of the property and asked that Common Council deny the request.

Deb Petersen (N27 W27104 Woodland Drive) stated many people have boathouses and they could be called an outbuilding. She asked where she could find information about regulations and setbacks. Mayor Bierce directed her to contact the City Planner.

Keith Tubin (N37 W26745 Kopmeier) said he was confused about the neighbor and son-in-law being upset and the comments he mentioned. He said he received compliments from the neighbors and has been doing everything to follow the rules and do it right. Mr. Tubin added the neighbors have stopped him several times to ask about the shed. He noted he hopes the Common Council approves it.

Mayor Bierce closed the public hearing.

Mayor Bierce asked the City Attorney to weigh in on the legal aspects of Mr. Riecks statements.

Mr. Reinbold asked if there is a waiting period before he can re-apply since it had already been declined. Mayor Bierce advised him there is no waiting period.

Attorney Riffle noted he had not analyzed the pictures and stated an argument could be made that it is not a boathouse, and an argument could be made that it is a boathouse. He stated if Common Council was looking for a legal opinion as to “as proposed it fits the definition of boathouse,” he would not do that until he looks further into the information.

Mr. Reinbold asked if it would impact the scenario since it is a moveable structure. Mr. Fuchs noted it does need to be anchored and the applicant has been working with the building inspectors on anchoring. Mr. Reinbold asked about the current brown shed. Mr. Tubin stated the current brown shed belongs to the Schwitzers and the two boathouses would butt up to each other.

Mayor Bierce stated picture #4 shows how far down it drops, and the feeling at Plan Commission was that it would not be impeding views. Mayor Bierce asked Attorney Riffle if he was concerned with the procedural concerns that were brought up. Attorney Riffle said if it were not a boathouse it would go before the Zoning Board of Appeals for a variance. If it is a boathouse, it needs a Conditional Use Permit. If it is a shed, it’s an unreasonable hardship in front of the Zoning Board of Appeals. Attorney Riffle stated Plan Commission has determined this is a boathouse. He added there is no provision in the code that says an applicant can’t come back after making some changes. Attorney Riffle stated he still doesn’t know if it is a boathouse or not.

A motion was made and seconded (B. Dziwulski, J. Wamser) to approve the Conditional Use Permit for the property located at N37 W26745 Kopmeier Drive for the purpose of constructing a boathouse. Motion Passed: 4-For, 0-Against.

5. **PUBLIC HEARING**, Discussion and Possible Action Regarding a Conditional Use Permit for Mark and Jodi Olson for Property Located at N27 W27204 Woodland Drive (PWC 0933-136) for the Purpose of Constructing a Boathouse

Mr. Fuchs stated the Olson boathouse is 140 square feet and the Plan Commission did not make a recommendation. He said there was discussion at the meeting regarding the use and adding windows. He noted staff is recommending approval with three conditions; the mitigation plan receive final approval, the boathouse be located a minimum of five feet from the side property line and the ordinary high-water mark, and since the boathouse has electricity, they will need to obtain an electrical permit from the Building Services Department.

Mayor Bierce opened the public hearing. After no one indicated an interest in speaking the public hearing was immediately closed.

Mayor Bierce stated the issue with this boathouse is the building itself. He noted there was concern at Plan Commission which is why it was not passed. Mayor Bierce said he did not think it was appropriate to have walls without breaks and no windows on the side walls.

Attorney Riffle asked Mr. Fuchs if there was evidence in the hearing that would indicate the petitioner met the objective criteria for receiving a Conditional Use Permit. Mr. Fuchs stated the boathouse meets technical standards but did not address the Plan Commissions concerns regarding aesthetics. He said there was no formal action at Plan Commission besides a failed motion.

Attorney Riffle noted the applicant did not testify at the public hearing during the Common Council meeting.

Mr. Fuchs noted construction of a new boathouse requires a Conditional Use Permit. He said the Plan Commission did not take action and the correct path would be to bring it to the Common Council for their decision.

Mr. Clark stated the City has established a reputation of wanting applicants to attend meetings to advocate for their positions.

A motion was made and seconded (I. Clark, J. Wamser) to deny the Conditional Use Permit.

Motion Passed: 4-For, 0-Against.

6. **PUBLIC HEARING**, Discussion and Possible Action Regarding a Conditional Use Permit for Quattro Development/Higher Ground Education for Property Located on Highfield Court (PWC 0906-994) for the Purpose of Constructing a Childcare Facility [Fuchs] - *Postpone to 5/1/2023*

A motion was made and seconded (I. Clark, R. Reinbold) to postpone the public hearing for Quattro Development / Higher Ground Education to May 1, 2023 at 6:30 p.m. Motion Passed: 4-For, 0-Against.

7. **PUBLIC HEARING**, Discussion and Possible Action Regarding a Conditional Use Permit for Better Cowork, LLC for Property Located at W239 N3490 Pewaukee Road (PWC 0907-992) for the Purpose of Developing a Shared Office Space

Mr. Fuchs stated the request is to use the building and operate it as a co-working space. He said it would be membership based for individual businesses to utilize the different office space. He said the Conditional Use is drafted and businesses would not have to go through the Business Plan of Operation step.

Michael "Alex" Simic, owner of Better Cowork said this office building will not require any changes except signage. He said the building was used as an office setting and he wanted to continue that. He noted the modern work world has changed to hybrid working and coworking spaces are expected to increase to 30 percent by 2030. He noted they are selling memberships and the businesses are not tenants.

Mr. Dziwulski asked about a business having its own office and locking their doors. Mr. Simic explained the different settings and options businesses would have.

Mayor Bierce closed the public hearing.

A motion was made and seconded (I. Clark, J. Wamser) to approve the Conditional Use Permit for Better Cowork. Motion Passed: 4-For, 0-Against.

8. **PUBLIC HEARING**, Discussion and Possible Action Regarding **Ordinance 23-TBD** and **Resolution 23-05-TBD** Related to the Comprehensive Master Plan Amendment to Change the Year 2050 Land Use/Transportation Plan Use Designation for the City of Pewaukee for the Courtyard at Pewaukee for Vacant Land Located at the Northwest Corner of Golf Road and Meadowbrook Road (PWC 0940-999-001) from Low-Medium Density Residential and Floodplains, Lowland & Upland Conservancy and Other Natural Areas to High Density Residential and Floodplains, Lowland & Upland Conservancy and Other Natural Areas [Fuchs] - *Postpone to 5/1/2023*

A motion was made and seconded (B. Dziwulski, I. Clark) to postpone the public hearing for Ordinance 23-TBD to May 1, 2023 at 6:30 p.m. Motion Passed: 4-For, 0-Against.

9. **PUBLIC HEARING**, Discussion and Possible Action Regarding the Highlands Subdivision (Apple Tree Lane and Pear Tree Lane) Road Reconstruction Project
- 9.1 Accept the Preliminary Engineers Report
 - 9.2 Award the Contract to the Lowest Qualified Bidder, All Ways Contractors, in the Amount of \$837,736.00
 - 9.3 Approve a Drainage and Vision Corner Easement on PWC 0936-052

Ms. Wagner stated Apple Tree Lane and Pear Tree Lane located in Highland Subdivision have a PASER rating of a low 3 out of 10. She said the project was to remove existing asphalt and base, undercut the subgrade by a foot, install geogrid, install new stone base, new asphalt pavement, regrade the swales and some culvert replacements. She said the hydrants in the subdivision are also going to be replaced since the manufacturers are no longer making parts for them. She said they are replacing the hydrants and salvaging the existing hydrants to use for other hydrants the City has of the brand. Ms. Wagner added some sanitary work will be done on behalf of Lake Pewaukee Sanitary District and noted the cost will be reimbursed upon completion.

Ms. Wagner noted the City received three bids for the project ranging from just under \$838,000 to up \$1.2 million. She stated All Ways Contractors was the lowest bid at just under \$838,000. She said the Engineer's report and assessment role have been mailed to the property owners. Ms. Wagner noted the City has been assessing for road projects since 1984 and residential properties are capped, and nonresidential properties pay 100 percent. She added all properties are residential and will fall under the cap.

Ms. Wagner noted the assessments for this project are allocated by four criteria: road assessment, storm water, sanitary sewer and water utility, which equates to \$16,515.60 per unit or residential property and is capped at \$3206 per property. She noted the assessments can be paid over ten years as an annual charge on the tax bill with an interest rate of approximately 5.5 percent. Ms. Wagner noted the City anticipates construction to be completed this summer. She said notices will be sent to property owners once the City determines a start date. She noted items in the right-of-way will need to be removed including fencing, landscaping and lighting. She said dog fences, sprinklers or private electrical lighting needs to be marked or it will be the property owner's responsibility to repair.

Ms. Wagner stated access to the properties will be available during construction with possible delays. She added the City is seeking approval of an easement to provide a better turning radius for buses and trucks, which will also provide a vision quarter. Mayor Bierce asked where the easement will be located. Ms. Wagner noted the corner of Pear Tree Lane and Prospect Avenue. She added the hydrant will also be moved back.

Mayor Bierce opened the public hearing.

Mr. Winter (W271 N2622 Pear Tree Lane) asked why the cost of the road repair isn't taken out of a general fund.

Attorney Riffle stated the developers put in the streets and over time as they deteriorate, the City wanted the people who are particularly affected to pay a fair share of their benefit of using the road. He added property owners are only responsible for paying \$3,200 of the cost due to the cap, instead of the full \$16,515.60, unless you are a commercial enterprise.

Kate Marlin (N26 W27066 Prospect Avenue) asked if City water runs through those streets. Ms. Wagner said yes.

Jason Siehr (W272 N2581 Apple Tree Lane) stated construction communication is going to be key when the project starts. He asked how the cap amount is figured annually. Ms. Wagner stated the rate was originally \$1500 and in the early 2000's the rate wasn't keeping up with inflation. She said the City goes off a Construction cost index and the rate goes up based off what the construction cost index is for the year.

Mayor Bierce closed the public hearing.

Mr. Wamser asked if there was any objection to the vision corner. Ms. Wagner stated she spoke with the owner prior to making the radius wider.

Mr. Dziwulski asked if the City has worked with All Ways Contractors before. Ms. Wagner said yes and has no concerns about awarding the contract to them.

A motion was made and seconded (R. Reinbold, B. Dziwulski) to accept the preliminary Engineers Report and special assessments, award the contract to All Ways Contractors in the amount of \$837,736.00, reallocate the funds as recommended and approve the easement agreement. Motion Passed: 4-For, 0-Against.

10. Discussion and Possible Action Regarding the 2022 MS4 Annual Report

Ms. Wagner stated the City of Pewaukee has to complete an annual report showing what the City has done to comply with the MS4 permit for the community. She noted Mr. Wirtz completed the report which includes things like salt usage, activities the City has done in the community and the City's partnership with Waukesha County. It also summarizes budget information and what the City has done on erosion control inspections. She noted no action was needed and the report will be posted on the City's website.

Mr. Reinbold recommended that next year a summary page be included in the report before all the details.

11. Discussion and Possible Action to Establish April 28, 2023 as Arbor Day

Ms. Wagner noted there were four criteria the City needed to meet in order to be part of Tree City USA, one of those being a proclamation establishing Arbor Day on April 28, 2023. She recommended approval of the proclamation and noted the City would be planting a new tree on the DPW grounds on April 28. Ms. Wagner suggested buying seedling trees from the Arbor Foundation and noted there are a lot of options.

A motion was made and seconded (J. Wamser, B. Dziwulski) to establish April 28, 2023, as Arbor Day. Motion Passed: 4-For, 0-Against.

12. Discussion and Possible Action to Appoint Ann Wright to the Joint Pewaukee Library Board as Recommended by Mike Cady Superintendent of the Pewaukee School District

Mayor Bierce noted the motion needs to be effective May 2, 2023.

A motion was made and seconded (B. Dziwulski, I. Clark) to appoint Ann Wright to the Joint Pewaukee Library Board. Motion Passed: 4-For, 0-Against.

13. Public Comment – None.

14. Closed Session – You are hereby notified that the Common Council and staff of the City of Pewaukee will convene into closed session after all regular scheduled business has been concluded. and upon motion duly made and seconded and acted upon by roll-call vote as required under §19.85(1)(a), Stats. The purpose of the closed session is for the following:

- §19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, where competitive or bargaining reasons require a closed session. In this instance the Closed Session is specifically related to the acquisition of easement and or property related to the Bluemound Water Main Extension Loop.

You are further notified that at the conclusion of the Closed Session, the Common Council may convene into open session pursuant to 19.85(2), Stats., for possible additional discussion and action concerning any matters discussed in closed session and for adjournment.

A motion was made and seconded (B. Dziwulski, I. Clark) to go into closed session at 7:39 p.m. Motion Passed via Roll Call Vote: 4-For, 0-Against.

15. Adjournment

A motion was made and seconded (B. Dziwulski, I. Clark) while in closed session to adjourn at 7:51 p.m. Motion Passed: 4-For, 0-Against

Respectfully Submitted,

Kelly Tarczewski
Clerk/Treasurer

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 3.3.**

DATE: June 19, 2023

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Approve Common Council Meeting Minutes Dated May 1, 2023

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

CC Minutes 5.1.2023

In Attendance:

Mayor S. Bierce, Aldermen C. Brown, B. Dziwulski, R. Reinbold, P. Vetterkind and J. Wamser. Alderman I. Clark was absent and excused.

Also in Attendance:

Attorney S. Riffle, Administrator S. Klein, DPW Director M. Wagner, Utility Manager J. Mueller, Fire Chief K. Bierce, Assistant Fire Chief M. Hoppe, City Planner & Community Development Director N. Fuchs, and Clerk/Treasurer K. Tarczewski.

1. Call to Order and Pledge of Allegiance

Mayor Bierce called the meeting to order at 6:30 p.m. and asked everyone to stand for the Pledge of Allegiance.

2. Public Comment - None.

3. Consent Agenda

3.1 Approval of Common Council Meeting Minutes Dated January 16, 2023

3.2 Approval of Common Council Meeting Minutes Dated April 17, 2023

3.3 Approval of the Accounts Payable Listing Dated May 1, 2023

3.4 Approval of **Resolution 23-05-05** Regarding Open Records.

Ms. Brown asked that item #3.1 be removed so that she could abstain from the minutes.

A motion was made and seconded (B. Dziwulski, J. Wamser) to approve the remaining items on the consent agenda. Motion Passed: 5-For, 0-Against.

3.1 Approval of Common Council Meeting Minutes Dated January 16, 2023

A motion was made and seconded (B. Dziwulski, J. Wamser) to approve the Common Council meeting minutes dated January 16, 2023. Motion Passed: 4-For, 0-Against, 1-Abstain (C. Brown).

4. Presentation of the Pewaukee Fire Department's Strategic Plan

Chief Bierce stated the Fire Department continues to stand by their mission statement since it continues to encompass what the department does in a clear-cut manner.

Chief Bierce stated the Pewaukee Fire Department is internationally accredited. He said his department is one out of 301 fully accredited fire departments in the nation, out of approximately 25,000 departments. He said it originally took the department four years to obtain this standing and they are required to re-apply every five years to attempt to keep their standing.

Chief Bierce stated the department's ISO rating is 2, which makes the department top in the State and top three to four percent of the nation. He said the ratings are 1 through 10, and they were only a few points away from being a 1, but that would take serious financial investment to improve the rating. He said the department's original rating was a 7.

He said the department completed the Department of Safety Professional Development Audit. Chief Bierce stated the State comes in and looks at the Department's inspection logs and training records, which allows the Department to receive 2% dues for the City and the Village. It equates to approximately \$250,000 annually.

Chief Bierce stated the Department was awarded several State and Federal grants to offset operating costs for advanced life support equipment. He said currently they are applying for another Federal grant to offset staffing costs. He said they are currently looking to hire six additional firefighters. The Chief stated the department believes in the investment of human capital. Training is extremely important, as well as succession planning.

Chief Bierce stated Chief Hoppe worked with the City's stakeholders such as the hospitals, schools, residents and business owners and asked the community what they needed from the Department.

Chief Bierce stated the Department currently has a two-station response model and we've been able to effectively deliver quality service. He stated every station is staffed with ten paramedics with a minimum staffing of seven because there are times when staff are on vacation or out sick. He said we are still a combination agency with a few members of staff being paid-on-call. He said recruiting is very difficult because we are competing with 70 full-time vacancies throughout the area.

Chief Bierce stated the demographic of the community has changed drastically over the last five years, and there are now many senior care facilities. He said there is also a significant transient population using I-94 or Hwy 16. He said the large size homes are a concern too, as they require more staffing when incidents occur. The Chief said there are hazardous commercial businesses coming into the community such as a tire warehouse. He said the Department needs to be able to service these businesses if a need should arise. Chief Bierce said the hazards are more complicated and it has become a challenge for the Department.

The Chief stated the Department has been very fortunate for support received from the elected officials. He praised the excellent culture established here. He said it was all about "total team" from the youngest firefighter to the Chiefs. He said that includes the Administration, Water and Sewer and Human Resources. He said we all work well together and it is an amazing sense of a tight knit government. Chief Bierce said he is incredibly proud of his agency.

Mr. Dziwulski asked if the Chief had any concerns over the amount of false alarms the department receives. The Chief responded no.

Mr. Reinbold asked if the Department was doing any recruiting at the high school level. The Chief stated the Department has a program for the high school students to ride along. He said they also work with WCTC and offer mentorship programs and allow paramedic students to ride along.

Mr. Vetterkind stated it was a great report and it was obvious the success of the Department comes from the top down.

5. Discussion and Possible Action Regarding the Request of Christ Evangelical Lutheran Church to Approve Their Special Event Permit to Hold a Farmers' Market Located at W240 N3103 Pewaukee Road (PWC 0904-994-003) on Wednesdays from June 7th to September 27th and Waive License Fees

Ms. Tarczewski stated this was the Church's second year hosting this event. She said the Fire Chief and Sheriff's Lieutenant signed off on the event and have no concerns. Katie Newman from the church was present and stated there was nothing new this year other than she was managing the event since the pastor was moving to Florida.

A motion was made and seconded (B. Dziwulski, J. Wamser) to approve the Special Event Permit for Christ Evangelical Lutheran Church to hold a farmers' market on their property and waive all the fees. Motion Passed: 5-For, 0-Against.

6. **PUBLIC HEARING**, Discussion and Possible Action to Approve **Resolution 23-05-07** and **Ordinance 23-02** Regarding a Comprehensive Master Plan Amendment to Change the Year 2050 Land Use/Transportation Plan Use Designation for the City of Pewaukee for the Courtyard at Pewaukee for Vacant Land Located at the Northwest Corner of Golf Road and Meadowbrook Road (PWC 0940-999-001) from Low-Medium Density Residential and Floodplains, Lowland & Upland Conservancy and Other Natural Areas to High Density Residential and Floodplains, Lowland & Upland Conservancy and Other Natural Areas (Originally discussed at the 3/16/23 Plan Commission meeting)
7. Discussion and Possible Action Regarding **Ordinance 23-03** to Rezone Vacant Land Located at the Northwest Corner of Golf Road and Meadowbrook Road (PWC 0940-999-001) from A-1 Agricultural, LC Lowland Conservancy, and F-1 Floodplain to Rm-3 Multi-Family Residential, LC Lowland Conservancy, and F-1 Floodplain for the Purpose of Developing the Courtyard at Pewaukee, a Community Based Residential Facility as Requested by Andev Group, LLC (Public hearing opened and closed at the 3/16/23 Plan Commission meeting)

Mayor Bierce stated Items #6 and #7 will be discussed concurrently.

Mr. Fuchs stated the rezoning and master plan request is to accommodate a senior living development with 78 units consisting of 42 assisted apartments and 36 memory care units. He said that is an update from what is currently in the staff report. Mr. Fuchs stated the Plan Commission recommended approval along with development plans for the project. He said staff also recommends approval.

Mr. Fuchs stated the applicant worked with staff regarding the termination of Lakefield Drive and designed the current cul-de-sac in plans.

At this time the Mayor opened the public hearing.

Michael Samuels, Attorney and Director for Development of Advent Group along with Mark Seidl the Civil Engineer, were present to answer any questions. Attorney Samuels thanked the Plan Commission and neighbors for their recommendations.

Lynn Voss (W273 N1525 Lakefield Drive) asked about the restoration of the current cul-de-sac and who was going to cover the costs of taking it out and extending the driveways. She also asked about the proposed lighting going around the development and whether or not the new cul-de-sac was going to be lit. Ms. Voss also asked about how big the turnaround was going to be and asked to see the plans with the dimensions. Ms. Voss also voiced her concerns related to the remaining useable land; she asked if the residents had something to be concerned about in the future. She said this proposed development was better than what was previously proposed but stated the residents in the area would prefer it to stay wooded.

Mr. Fuchs stated the restoration was discussed at Plan Commission and the applicant agreed to complete that. He said the petitioner submitted a landscape plan and no lighting was included. He said he was not aware of any lighting around the cul-du-sac. Mr. Fuchs stated he did send Ms. Voss a site plan. Mrs. Voss confirmed that she received it but could not tell how big it is.

Mark Seidl from Pinnacle Engineering Group stated it was a 58-foot radius. Mayor Bierce asked what the existing radius was. Mr. Seidl stated he speculates the original radius measures 60 to 75 feet.

Ms. Voss asked if it would start at the road ends. Mr. Seidl stated the road will be ripped up where the curb and gutter sits today and the road will extend straight to the property line and then the bulb will start.

Mr. Klein stated there is a slope change there and Mrs. Voss wants it to blend in. He stated she has an inground irrigation system and care should be taken.

Mayor Bierce stated Ms. Voss brought something up that he doesn't think was discussed at Plan Commission. He asked if the applicant would pay for the extension of driveways.

Attorney Samuels stated the City could put any restoration condition on the development and they will commit to that. He continued to say this site has approximately 15 acres of developable land. He said the building and circular drive takes up most of that space and he said there is no more room. He said the property is a bowl. There is a lot of sitework and balancing that have to be done on this property just to get what they want built. It is a difficult property to develop. He said the northern 13 acres are wetlands and they intend to work out an agreement with the Lake Pewaukee Sanitary District to donate that land to them to preserve it. Attorney Samuels stated the property is within the jurisdiction of the airport, so the building height is limited to two stories and there won't be a tower.

Ms. Brown stated the Plan Commission limited the number of units to 78. She said there would be big hurdles to overcome if the developer wanted to put more on the property.

Ms. Voss asked if the 75 feet of tree line was going to stay. Mr. Seidl said it was.

Gerald Glocka (W273 N1582 Lakefield Drive) stated he thought it was going to be 300 feet from his property line to the end of the building. Mr. Seidl stated they were just talking about the screening. He said the first 75 feet of the landscaping will stay. Mr. Glocka asked if their driveways will go out to the street with concrete and if grass will be planted. Mr. Seidl stated they will match the existing pavement. Mr. Glocka then asked if the proposed zoning would still go through if the project doesn't. Attorney Riffle stated it would be rezoned. Attorney Samuels said the rezoning will only take place upon the purchasing of the land. Attorney Riffle stated that was not the case. Project approval is a different issue and would need consideration.

Brett Estes (W275 N1555 Riverland Drive) stated this development will financially change the neighborhood. He said property values within a half mile of a senior living facility will see a significant decrease. Mr. Estes said the research indicates as much as 21.6 percent. He stated he researched the properties surrounding the Andev property in the Village of Sussex that was developed in April of 2020. He said he pulled data on single family homes that sold 24 months prior and 24 months after the development. He said there were approximately 1,250 transactions. He said prior to the development, homes that were 7/10 of a mile from the facility sold and were making approximately \$1,700 in profit. Homes outside of that range only saw a \$300 profit. Mr. Estes stated after the development was

approved the profits flipped. He said the homes inside the 7/10 of a mile were seeing profits of \$3,000, and the houses outside 7/10 of a mile were making \$4,800 of profit.

Mr. Estes told the Council if they approve the development, they will be saying goodbye to approximately \$6 to 7 million of property value. He said the Council could find something more creative to put on that property. He suggested putting up a Starbucks there and in ten years their property value will increase 96 percent.

Attorney Samuels stated the Sussex facility didn't open until last May. That property was zoned ahead of time, and all they needed to change was the PUD for a different building. He said that property was subject of a TIF from prior a landowner. He added Andev was still responsible for the guaranteed taxes by the TIF. He stated Mr. Estes presented a poor analogy.

David Glazer, professional real estate broker for Andev, stated Mr. Estes' data assumes that the Andev development was the only thing that affected the property value within 7/10 of a mile. He said other projects were being built and other things being torn down. He said there was a grocery store that was talking about moving. He said these other things could have affected the outcome as well.

Celina Kahn (N16 W27447 Riverland Drive) said she didn't feel the lighting in the parking lot was fully addressed. She said she was under the impression that the lights would be the same height as the lights in the church parking lot. She also asked how long they would be on.

Mr. Seidl said he doesn't know the exact height of the poles but said they are using different fixtures than the church. They propose using a full cutoff fixture which would push the light straight down.

Attorney Samuels stated the timing of the lights is an operational question but anticipates that they will reduce the lighting after 9:00 p.m., still allowing for safety.

Ms. Kahn asked what the construction timeline was going to be.

Attorney Samuels stated construction could start within six months, and would take approximately one year, and then taking care of licensing. He said everything would be complete in just short of two years.

At this time no one indicated any more interest in speaking so Mayor Bierce closed the public hearing.

Ms. Brown stated she was glad to hear more discussion took place related to how to the construction and restoration of the cul-du-sac was going to be handled.

Mr. Wamser stated he concurs with Ms. Brown regarding the cul-du-sac. He said he was unsure if the values would go down. He thought this development would be nice in the neighborhood and thought it would be quiet. He said he was in favor of the development. He said if it was a Starbucks, there would be traffic and litter.

Mr. Vetterkind stated putting a cul-de-sac in the area instead of opening the street will be the best-case scenario.

A motion was made and seconded (P. Vetterkind, J. Wamser) to approve Resolution 23-05-07, and Ordinances 23-02 and 23-03 with the stipulation that the developer meets with Engineering to make sure the yards and cul-du-sac will be designed how they want it. Motion Passed: 5-For, 0-Against.

8. Discussion and Possible Action Regarding a Two-Lot Certified Survey Map for the City of Pewaukee Department of Public Works for Properties Located at W225 N3131 Duplainville Road (PWC 0911-993-006) and W224 N3297 Duplainville Road (PWC 0911-989-001) for the Purpose of the Reconfiguration of Lot Lines for the New DPW Facility

Mr. Fuchs stated this Certified Survey Map reflects changes to the property due to the purchase of land from Quad Graphic. He said staff recommends approval.

A motion was made and seconded (B. Dziwulski, R. Reinbold) to approve the Certified Survey Map for the properties located at W225 N3131 Duplainville Road and W224 N3297 Duplainville Road. Motion Passed: 5-For, 0-Against.

9. Discussion and Possible Action to Award the Proposal to 120 Water to Create a Lead & Copper Rule Revisions (LCRR) Service Line Inventory as Required by EPA Regulations

Ms. Mueller stated at the end of 2021 the EPA required a pipeline inventory on private property lots be conducted. She said staff attempted to do this along with the required meter change and cross connection inspections. She said midway through the process they were no longer able to get new meters due to supply issues. Ms. Mueller stated they are nowhere near completing pipe inventory on 3,000 properties. She said staff was also having difficulty creating the data base.

Ms. Mueller stated she became aware of 120 Water as they have done several inventories throughout the United States. The proposal was \$13,791. She said she couldn't even hire a part-time person to do the inventory for that. She said she believes she can find the money within her budget to cover the fees and if not, she'd come back to the Council for additional consideration.

Ms. Brown noticed there were additional costs for postcards and swab kits and asked if Ms. Mueller factored those costs in as well. Ms. Mueller stated they might be able to use their own kits, but again will come back to the Common Council if needed.

Ms. Mueller stated this is the first year of the program and would be able to budget for future needs if necessary.

A motion was made and seconded (C. Brown, B. Dziwulski) to award the contract to 120 Water in the amount of \$13,791 to complete a lead and copper pipe inventory, allowing the Water & Sewer Utility to reclassify funding and if such funding is not available, to come back to the Council. Motion Passed: 5-For, 0-Against.

10. Public Comment - None.
11. Adjournment

A motion was made and seconded (J. Wamser, C. Brown) to adjourn the meeting at 7:42 p.m. Motion Passed: 5-For, 0-Against.

Respectfully Submitted,

Kelly Tarczewski
Clerk/Treasurer

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 3.4.**

DATE: June 19, 2023

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Approve Common Council Meeting Minutes Dated June 5, 2023

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

CC Minutes 6/5/2023

In Attendance:

Mayor S. Bierce, Aldermen I. Clark, B. Dziwulski, P. Vetterkind and J. Wamser. Aldermen C. Brown and R. Reinbold were absent and excused.

Also in Attendance:

Attorney S. Riffle, Administrator S. Klein, DPW Director M. Wagner, City Planner & Community Development Director N. Fuchs, City Assessor R. Tuff and Clerk/Treasurer K. Tarczewski.

1. **Call to Order and Pledge of Allegiance**

Mayor Bierce called the meeting to order at 6:30 p.m. and asked everyone to stand for the Pledge of Allegiance.

2. **Public Comment - None.**

3. **Consent Agenda**

3.1 Approve Common Council Meeting Minutes Dated February 6, 2023

3.2 Approve the Accounts Payable Listing Dated June 5, 2023

3.3 Approval of the Pewaukee Fire Department 2023 - 2028 Strategic Plan as Presented at the May 1st, 2023 Common Council Meeting

3.4 Cancel the July 3, 2023 Common Council Meeting due to Independence Day

A motion was made and seconded (J. Wamser, B. Dziwulski) to approve the items on the consent agenda. Motion Passed: 4-For, 0-Against. Mr. Clark abstained from item 3.3.

4. **Discussion and Possible Action Authorizing the Release of the Grading Agreement Cash Guarantee in the Amount of \$54,000 to Interstate Partners**

Ms. Wagner recommended approval.

A motion was made and seconded (B. Dziwulski, J. Wamser) to approve the release of \$54,000 cash deposit to Interstate Partners. Motion Passed: 4-For, 0-Against.

5. **PUBLIC HEARING, Discussion and Possible Action Regarding a Conditional Use Permit for Quattro Development/Higher Ground Education for Property Located on Highfield Court (PWC 0906-994) for the Purpose of Constructing a Childcare Facility - *Applicant Requests Item to be Tabled***

Mr. Fuchs stated the petitioner wishes to have this item tabled. They intend to submit new plans and there is no anticipated date for that as of yet.

A motion was made and seconded (B. Dziwulski, P. Vetterkind) to table this item. Motion Passed: 4-For, 0-Against.

6. **Discussion and Possible Action Regarding **Ordinance 23-04** to Rezone Property Located at N29 W22817 Marjean Lane (PWC 0914-976) from Rs-5 Single-Family Residential to B-3 General Business for the Purpose of Constructing a 50-Unit Self-Storage Facility as Requested by Regal Development LLC**

7. **PUBLIC HEARING**, Discussion and Possible Action Regarding the Conditional Use Permit for Regal Development LLC for Property Located at N29 W22817 Marjean Lane (PWC 0914-976) for the Purpose of Constructing a 50-Unit Self-Storage Facility

Mayor Bierce stated Items #6 and #7 will be taken up at the same time.

Mr. Fuchs stated this proposed development is for a 50-unit mini warehouse/storage facility on Marjean Lane. The parcel is approximately .88 acres. The area is mainly industrial although this development backs up to four residential parcels on Duplainville Road. Mr. Fuchs stated the building would have wood siding, brick veneer on the bottom and would have tinted windows. He said the applicant agreed to provide an aluminum fence 6 feet high and would plant sixteen evergreen trees. Mr. Fuchs stated they would meet the 40 percent minimum green space requirement.

Mr. Fuchs stated the Plan Commission has recommended approval. He said staff also recommends approval with the contingency of final grading, erosion and drainage approval by the Engineering Department.

Mayor Bierce opened the public hearing. No one indicated an interest in speaking so it was immediately closed.

Mr. Wamser stated he was concerned about the proposed materials for the structure. He asked why it wouldn't be masonry so that it would be more fire retardant. He said there was no telling what would be stored in the units.

Mayor Bierce asked if the Fire Chief looked at the plans. Mr. Fuchs stated he is aware of this development and had no objections with the site plan.

Eric Regal stated LP® SmartSide® would be used. He said there won't be any electrical outlets inside the units so no equipment will be run. He said there is a fire hydrant 20-feet north of the property line.

A motion was made and seconded (I. Clark, P. Vetterkind) to approve the rezoning and conditional use permit with contingencies specified by the City Planner. Motion Passed: 4-For, 0-Against.

8. Discussion and Possible Action Regarding a Certified Survey Map for Wildeck, Inc. for Property Located on East North Street in the City of Waukesha for the Purpose of Dedicating the West Half of East North Street that is Currently Highway Right-Of-Way

Mr. Fuchs stated most of the certified survey map is in the City of Waukesha. He said lot #3 is in the City of Pewaukee and is approximately .67 acres. He stated it is the existing parking lot. Mr. Fuchs stated the Plan Commission and staff have recommended approval.

A motion was made and seconded (P. Vetterkind, J. Wamser) to approve the certified survey map. Motion Passed: 4-For, 0-Against.

9. Discussion and Possible Reconsideration of Fox View Court Assessments

Ms. Wagner stated Fox View Court was a 2019 paving project. She said the final close-out documents from the contractor are now available and the assessment notices can be compiled. She said the Homeowners' Association contacted her and stated they were not fully able to voice their concerns over

the project and wanted an opportunity to do so prior to formalizing the assessment notices and sending them out.

Ms. Wagner summarized the project. She said Fox View Court was a late addition to the City's road program in 2019 due to the complaints of the residents and field staff regarding the condition of the road and curb. Upon review, the curb appeared to be failing rapidly and needed to be replaced in its entirety, rather than our typical spot repair while doing road paving. Ms. Wagner stated curbs typically last 50 to 60 years and this one was approximately 25 years. She said the reasons were unknown for the premature failure of the curb, but it was speculated it could be a bad concrete mix, plow damage, or poor installation.

The residents questioned why they should have to pay to replace the curb that failed prematurely. In addition, the 2 units that have access off North Avenue questioned whether they should be included in the assessment roll since their driveways are located off North Avenue. After the public hearing, the Council directed staff to remove the North Avenue access parcels from the road assessment but include them in the curb assessment. Ms. Wagner stated both the residential paving and curb repairs were capped at \$2,650 each.

Ms. Wagner stated after the repairs were completed, she received calls from the residents that first winter that the plows were still hitting the island curb. She said they also sent pictures of the new damage. She mentioned that new marker boards are designed to alert the drivers where the curbs were so no further damage would be done.

Mayor Bierce wanted to clarify that the homeowners were only arguing the curb assessment. Ms. Wagner stated yes because it was believed to have prematurely failed.

Tom Weghorst (N19 W22075 Fox View Court - Unit B) stated he was the President of the Fox View condominium association. He stated there are only four buildings in the development housing two units, so it is a total of eight families in that area. He said only three of the buildings use the Fox View Court entrance and the other building uses North Avenue.

He said in 2018 they notified the City of the condition of the road, calling attention to the sink holes and cracking pavement. He said the curb and gutter had chunks missing out of it and the top was shaved off. He said it was obvious that the damage was done by the snowplow. Mr. Weghorst stated it was a dead-end circle with light traffic so he feels it should have lasted longer than it did.

Mike Kreiter (N20 W22133 North Avenue) stated he has a public works background and thinks he knows what he is talking about when he says the pavement failed prematurely. He stated the "allegating" of the payment is due to a poor base and the asphalt was possibly not at the proper temperature when it was laid.

Mr. Weghorst asked the Common Council to reconsider the proposed special assessment amounts because the road and curb failure was not their fault.

Mayor Bierce stated the decision was made by Council years ago, to require people to have "skin in the game" when it came to road paving projects. He said back then the property owner covered the vast majority of the costs but today they pay a smaller portion due to the accelerated costs. He said to his

knowledge the Council has never voted to let people off of paying their portion of the project. He said that would be unfair for the people who have previously paid.

Mr. Clark stated in 2008, when Peninsula Drive and Rocky Point Road flooded due to a failed drainage system that was in place. He said when the road project came to that area the residents asked for the costs to be offset and they were denied. He said that was in his district. He said he was inclined to deny the current request of the Fox View Court for those reasons.

Mr. Dziwulski stated he 100 percent agrees with charging for the road assessment but disagrees with charging for the curb assessment because the damage looks as if it was caused by the City plow trucks. He added that since the entire curb was replaced instead of only portions of the curb that would indicate there was a larger issue at hand. He said was especially against charging the two residents on North Avenue for the curb assessment because they access their condos from North Avenue and aren't even in that area.

Mr. Wamser stated his issue is the quality of the work. He said there was an issue in Cardinal Meadows and the contractor had to tear out curb because it was poured at a low temperature. He stated he feels the Fox View Court pavement wasn't inspected as well as it should have been. He said there is excessive damage in that area. He said he plows snow with a commercial loader and is instructed to ride the curb and it is done without damage. He said the curbs in Fox View failed prematurely and the North Avenue owners should not have to pay for that.

Mayor Bierce stated the City has inspectors examine the projects and believe they do so with the best good faith efforts. He asked Mr. Wamser if he felt the City should be responsible for all the failures, and not the people that benefit directly. Mr. Wamser stated the City built this and the City tore up the curbs.

Mr. Wamser remarked that he thought the roads were only four to five years old. Ms. Wagner stated they were installed by the developer approximately 25 years ago. She said there was an inspection done at that time, but a bad mix wouldn't necessarily have shown up at that time.

Mr. Vetterkind stated the roads were poorly designed and it is a developer issue.

Mr. Dziwulski stated the issue is that the whole curb had to be replaced, not a spot assessment.

Ms. Wagner commented that if the curb is a spot replacement, 50 percent of it is paid by Storm Water Utility and the other 50 percent is included in the road portion. She said if it is fully replaced, 50 percent of it is still paid by the Storm Water Utility and the other 50 percent is assessed to the property owners.

Mr. Vetterkind stated he doesn't disagree that the City scrapped up the curb, but added it is 25 years old and it's a bad design. He said the City should not be responsible for the costs.

A motion was made and seconded (B. Dziwulski, J. Wamser) to keep the assessment cap of \$2,639 pertaining to the road replacement as it is current allocated; only assessing the properties that access off of Fox View Court. Mr. Clark clarified that this motion is solely for the road and solely pertains to the six property owners that live on Fox View Court. That was confirmed. Motion Passed: 4-For, 0-Against.

A motion was made and seconded (B. Dziwulski, J. Wamser) to remove the two addresses on North Avenue from the curb assessment. Motion Passed: 4-For, 0-Against.

A motion was made and seconded (B. Dziwulski, J. Wamser) to not assess any of the homeowners for the curb repair for all the reasons expressed earlier. Motion Failed: 2-For (B. Dziwulski and J. Wamser), 2-Against (I. Clark and P. Vetterkind). Mayor Bierce broke the tie by voting against the motion.

10. Public Comment - None.

11. Closed Session – You are hereby notified that the Common Council and staff of the City of Pewaukee will convene into closed session after all regular scheduled business has been concluded and upon motion duly made and seconded and acted upon by roll-call vote as required under §19.85(1)(a), Stats. The purpose of the closed session is for the following:

- §19.85(1)(g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, specifically related to the excessive personal property assessment claim of Amazon (A565).

You are further notified that at the conclusion of the Closed Session, the Common Council may convene into open session pursuant to 19.85(2), Stats., for possible additional discussion and action concerning any matters discussed in closed session and for adjournment.

A motion was made and seconded (B. Dziwulski, I. Clark) to go into closed session at 7:14 p.m. Motion Passed: 4-For, 0-Against via roll call vote.

A motion was made and seconded (B. Dziwulski, I. Clark) to return to open session at 7:27 p.m. Motion Passed: 4-For, 0-Against.

A motion was made and seconded (I. Clark, B. Dziwulski) to authorize the City Attorney to go ahead with the proposed settlement agreement. Motion Passed: 4-For, 0-Against.

12. Adjournment

A motion was made and seconded (P. Vetterkind, B. Dziwulski) to adjourn the meeting at 7:28 p.m. Motion Passed: 4-For, 0-Against.

Respectfully Submitted,

Kelly Tarczewski
Clerk/Treasurer

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 3.5.**

DATE: June 19, 2023

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Approve Accounts Payable Listing Dated June 19, 2023

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

A/P 6/19/2023

06/16/2023 09:17 AM
User: OMAN
DB: City Of Pewaukee

CHECK DISBURSEMENT REPORT FOR PEWAUKEE
CHECK DATE FROM 06/01/2023 - 06/15/2023

Page 1/14

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
06/01/2023	100	138026	ADP SCREENING & SELECTION SERVICES	EMPLOYEE SERVICES - EMPLOYMENT EXAMS	52150	51430	385.84
06/01/2023	100	138028	ALADTEC, INC	IT - SOFTWARE MAINTENANCE & UPDATES	52480	51450	4,020.00
06/01/2023	100	138029*#	AT&T MOBILITY	FIRE ADMINISTRATION - MDC AIR CARDS	52270	52210	87.16
06/01/2023	100	138032	FORWARD TS	CLERK/TREASURER - EQUIP REPAIR & MAINT	52430	51420	129.95
06/01/2023	100	138033	Halen Homes	BOB22-0038	23175	00000	500.00
06/01/2023	100	138034	Halen Homes LLC	BOB22-0039	23175	00000	500.00
06/01/2023	100	138036	JAMES IMAGING SYSTEMS	IT - SOFTWARE MAINTENANCE & UPDATES	52480	51450	65.00
06/01/2023	100	138037	LIFE-ASSIST INC	FIRE PROTECTIVE SERVICES - EMS	53450	52230	43.60
06/01/2023	100	138038*#	LITHO-CRAFT	ENGINEERING - OPERATING SUPPLIES	53400	53110	1,594.00
06/01/2023	100	138041	MILWAUKEE AREA TECH COLLEGE	FIRE PROTECTIVE SERVICES - TRAINING	52980	52230	180.23
06/01/2023	100	138042	PEWAUKEE GOLF CLUB	PUBLICATION FEES	46180	00000	15.00
06/01/2023	100	138043*#	RUEKERT & MIELKE, INC.	ENGINEERING - OUTSIDE ENGINEERING	52190	53110	5,767.12
06/01/2023	100	138044	SHF VI WSLG PEWAUKEE JV LLC	BOB21-0045	23175	00000	500.00
06/01/2023	100	138045	STATE OF WI AGRICULTURE, TRADE,	WEIGHTS & MEASURES	52150	51980	800.00
06/01/2023	100	138046	STEVEN AND ANITA CONDIT 2008	BOB22-0051	23175	00000	500.00
06/01/2023	100	138047	THE WATERS	PUBLICATION FEES	46180	00000	15.00
06/01/2023	100	138048	TK ELEVATOR CORPORATION	CITY HALL - BUILDING REPAIRS & MAINT	52410	51600	254.21
06/01/2023	100	138049	TREVOR MISIAK	FIRE PROTECTIVE SERVICES - TRAINING	52980	52230	600.00
06/01/2023	100	138052	WAUKESHA CO TECHNICAL COLLEGE	OMITTED TAXES DUE OTHER TAXING	24317	00000	295.79
06/01/2023	100	138053	WAUKESHA CO TREASURER	OMITTED TAXES DUE OTHER TAXING	24317	00000	1,648.85
06/01/2023	100	138054	WAUKESHA SCHOOL DISTRICT	OMITTED TAXES DUE OTHER TAXING	24317	00000	7,337.02

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
06/01/2023	100	138055*#	WE ENERGIES	HIGHWAY - ELECTRICITY	52210	53100	847.19
				HIGHWAY - HEAT	52220	53100	329.61
				CHECK 100 138055 TOTAL FOR FUND 100:			1,176.80
06/01/2023	100	138056	Westridge Builders	BOB22-0044	23175	00000	500.00
06/03/2023	100	1230 (E)	LEASING SERVICES	ENGINEERING - OPERATING SUPPLIES	53400	53110	186.00
06/05/2023	100	1235 (E)	WI DEPT OF REVENUE/SALES TAX	SALES TAX DUE STATE	24213	00000	1,093.07
				SALES TAX DISCOUNT	41220	00000	(10.00)
				CHECK 100 1235 (E) TOTAL FOR FUND 100:			1,083.07
06/05/2023	100	1242 (E)	HUMANA	HEALTH INSURANCE CLEARING	21901	00000	120,187.21
06/06/2023	100	1237 (E)	GREAT WEST TRUST - WDC	DEFERRED COMPENSATION	21570	00000	4,522.08
				DEF COMP - ROTH 457	21575	00000	3,038.70
				CHECK 100 1237 (E) TOTAL FOR FUND 100:			7,560.78
06/07/2023	100	1240 (E)	DELTA DENTAL	DENTAL CLEARING	21903	00000	823.70
06/08/2023	100	138058	AIRGAS USA	FIRE PROTECTIVE SERVICES - EMS	53450	52230	162.19
				FIRE PROTECTIVE SERVICES - EMS	53450	52230	242.77
				CHECK 100 138058 TOTAL FOR FUND 100:			404.96
06/08/2023	100	138059	AT&T CAROL STREAM IL	FIRE ADMINISTRATION - MDC AIR CARDS	52270	52210	733.53
06/08/2023	100	138060*#	BAKER TILLY VIRCHOW KRAUSE LLP	AUDIT SERVICES	52120	51510	20,811.64
06/08/2023	100	138061	BAYCOM	FIRE PROTECTIVE SERVICES - NEW	53950	52230	340.00
06/08/2023	100	138062	BRIOHN BUILDING	EROSION/DITCH DEPOSIT	23173	00000	5,000.00
06/08/2023	100	138063	BUELOW VETTER BUIKEMA OLSON &	EMPLOYEE SERVICES - ATTORNEY	52100	51430	227.50
06/08/2023	100	138065	CHARLIE DWYER	BUILDING SERVICES - MILEAGE & FUEL	53300	52400	173.58
06/08/2023	100	138067	COMPLEX SECURITY SOLUTIONS INC	PARKS - BUILDING REPAIRS & MAINT	52410	55200	189.99
06/08/2023	100	138069	DIVERSIFIED BENEFIT SERVICES, INC.	INSURANCE CONSULTANT	52150	51930	357.80

06/16/2023 09:17 AM
User: OMAN
DB: City Of Pewaukee

CHECK DISBURSEMENT REPORT FOR PEWAUKEE
CHECK DATE FROM 06/01/2023 - 06/15/2023

Page 3/14

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
06/08/2023	100	138070	DUO-SAFETY LADDER CORPORATION	FIRE PROTECTIVE SERVICES - EQUIP REPAIR	52430	52230	84.65
06/08/2023	100	138071#	DWD-UI	EMPLOYEE SERVICES - TRAINING	52980	51430	144.00
				RECYCLE - UNEMPLOYMENT	51370	53635	38.81
				CHECK 100 138071 TOTAL FOR FUND 100:			182.81
06/08/2023	100	138072	ELLIOTTS ACE HARDWARE	IT - OPERATING SUPPLIES	53400	51450	37.98
				IT - OPERATING SUPPLIES	53400	51450	9.59
				IT - OPERATING SUPPLIES	53400	51450	9.99
				CHECK 100 138072 TOTAL FOR FUND 100:			57.56
06/08/2023	100	138073	EMERGENCY LIGHTING & ELECTRONICS	FIRE PROTECTIVE SERVICES - EQUIP REPAIR	52430	52230	138.00
06/08/2023	100	138074	EQUAL RIGHT DIVISION	RECREATION PROGRAM - TRAINING	52980	55300	15.00
06/08/2023	100	138076	FEI BEHAVIORAL HEALTH	EMPLOYEE SERVICES - EAP EMPLOYEE ASSIST	51370	51430	596.70
06/08/2023	100	138077	FIRE SERVICE INC	FIRE PROTECTIVE SERVICES - VEHICLE	52440	52230	1,366.59
				FIRE PROTECTIVE SERVICES - VEHICLE	52440	52230	249.40
				FIRE PROTECTIVE SERVICES - VEHICLE	52440	52230	70.20
				CHECK 100 138077 TOTAL FOR FUND 100:			1,686.19
06/08/2023	100	138078#	FORWARD TS	FIRE ADMINISTRATION - OPERATING	53400	52210	21.53
				BUILDING SERVICES - OPERATING SUPPLIES	53400	52400	100.22
				CHECK 100 138078 TOTAL FOR FUND 100:			121.75
06/08/2023	100	138079	HALEN HOMES	OCCUPANCY DEPOSITS	23175	00000	500.00
06/08/2023	100	138080	HEARTLAND BUSINESS SYSTEMS	IT - OTHER PROFESSIONAL SERVICES	52190	51450	23.00
06/08/2023	100	138082	KM SPORTS	FIRE PROTECTIVE SERVICES - UNIFORMS	53410	52230	32.00
06/08/2023	100	138083	KWIK TRIP INC.	FIRE PROTECTIVE SERVICES - FUEL	53420	52230	4,645.44
06/08/2023	100	138084	LIFE-ASSIST INC	FIRE PROTECTIVE SERVICES - EMS	53450	52230	59.59
				FIRE PROTECTIVE SERVICES - EMS	53450	52230	483.24

06/16/2023 09:17 AM
User: OMAN
DB: City Of Pewaukee

CHECK DISBURSEMENT REPORT FOR PEWAUKEE
CHECK DATE FROM 06/01/2023 - 06/15/2023

Page 4/14

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
				FIRE PROTECTIVE SERVICES - EMS	53450	52230	85.00
				FIRE PROTECTIVE SERVICES - EMS	53450	52230	58.20
				FIRE PROTECTIVE SERVICES - EMS	53450	52230	489.20
				CHECK 100 138084 TOTAL FOR FUND 100:			1,175.23
06/08/2023	100	138085	MARY FIRNROHR	RECREATION PROGRAM - CONTRACTED	52190	55300	326.40
06/08/2023	100	138086*#	MENARDS	FIRE ADMINISTRATION - OPERATING	53400	52210	56.56
06/08/2023	100	138087#	NAPA	FIRE PROTECTIVE SERVICES - VEHICLE	52440	52230	75.12
				HIGHWAY - EQUIP REPAIR & MAINT	52430	53100	(61.62)
				CHECK 100 138087 TOTAL FOR FUND 100:			13.50
06/08/2023	100	138088	NATIONWIDE RETIREMENT SOLUTIONS	DEFERRED COMPENSATION	21570	00000	2,069.00
06/08/2023	100	138089*#	R&R INSURANCE SERVICES	WORKER'S COMPENSATION	55110	51930	7,211.00
				PROPERTY & LIABILITY	55120	51930	14,732.00
				FIRE PROTECTIVE SERVICES - WORKER'S	55110	52230	14,944.00
				FIRE PROTECTIVE SERVICES - PROPERTY &	55120	52230	9,436.00
				RECREATION PROGRAM - WORKER'S	55110	55300	2,903.00
				RECREATION PROGRAM - PROPERTY &	55120	55300	1,879.00
				CHECK 100 138089 TOTAL FOR FUND 100:			51,105.00
06/08/2023	100	138090	STRYKER SALES CORPORATION	FIRE PROTECTIVE SERVICES - OPERATING	53400	52230	129.80
				FIRE PROTECTIVE SERVICES - OPERATING	53400	52230	164.80
				CHECK 100 138090 TOTAL FOR FUND 100:			294.60
06/08/2023	100	138091	THE VICTORY COMPANIES INC	BOB22-0046	23175	00000	500.00
06/08/2023	100	138092	UNIFIRST CORP	FIRE ADMINISTRATION - OPERATING	53400	52210	92.51
06/08/2023	100	138093#	VILLAGE OF PEWAUKEE	AMBULANCE RUNS	46230	00000	38,422.52
				SHARED PARK & RECREATION PROGRAMS	47370	00000	32,497.44
				LIBRARY - OPERATING SUPPLIES	53400	55110	72,649.58
				CHECK 100 138093 TOTAL FOR FUND 100:			143,569.54

06/16/2023 09:17 AM
User: OMAN
DB: City Of Pewaukee

CHECK DISBURSEMENT REPORT FOR PEWAUKEE
CHECK DATE FROM 06/01/2023 - 06/15/2023

Page 5/14

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
06/08/2023	100	138095	WAUKESHA CO TECHNICAL COLLEGE	FIRE PROTECTIVE SERVICES - TRAINING	52980	52230	15.00
06/08/2023	100	138098	WISCONSIN DEPARTMENT OF	EMPLOYEE SERVICES - EMPLOYMENT EXAMS	52150	51430	148.00
06/09/2023	100	1236(E)	ADP, LLC	CITY HALL - DATA PROCESSING	52160	51600	396.76
06/09/2023	100	1239(E)	DIVERSIFIED BENEFIT SERVICES, INC.	FLEX SPEND	21590	00000	2,771.84
06/09/2023	100	1241(E)	DIVERSIFIED BENEFIT SERVICES, INC.	FLEX SPEND	21590	00000	1,706.00
06/09/2023	100	1245(E)	ADP, LLC		52480	51450	520.00
06/09/2023	100	1247(E)*#	WE ENERGIES		52210	51600	326.96
06/14/2023	100	1238(E)	US BANK EQUIPMENT FINANCE	ENGINEERING - OPERATING SUPPLIES	53400	53110	446.26
06/14/2023	100	1243(E)	DELTA DENTAL	DENTAL CLEARING	21903	00000	982.64
Total for fund 100 GENERAL FUND							399,594.23

06/16/2023 09:17 AM
User: OMAN
DB: City Of Pewaukee

CHECK DISBURSEMENT REPORT FOR PEWAUKEE
CHECK DATE FROM 06/01/2023 - 06/15/2023

Page 6/14

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 230 STORM WATER MANAGEMENT							
06/01/2023	100	138027	AECOM TECHNICAL SERVICES, INC	PROJECTS - CITY STORM WATER STUDY	58210	57340	15,359.88
06/01/2023	100	138038*#	LITHO-CRAFT	OPERATING SUPPLIES	53400	53650	1,594.00
06/01/2023	100	138043*#	RUEKERT & MIELKE, INC.	OUTSIDE ENGINEERING	52190	53650	184.98
				OUTSIDE ENGINEERING	52190	53650	154.73
				OUTSIDE ENGINEERING	52190	53650	497.92
				OUTSIDE ENGINEERING	52190	53650	154.73
				OUTSIDE ENGINEERING	52190	53650	588.67
				OUTSIDE ENGINEERING	52190	53650	124.48
				OUTSIDE ENGINEERING	52190	53650	124.48
				OUTSIDE ENGINEERING	52190	53650	891.15
				OUTSIDE ENGINEERING	52190	53650	605.00
				OUTSIDE ENGINEERING	52190	53650	123.78
				OUTSIDE ENGINEERING	52190	53650	124.48
				PROJECTS - HILL 'N DALE	58210	57301	2,221.28
				PROJECTS - STORM INLETS & CATCH BASINS	58210	57338	75.50
				CHECK 100 138043 TOTAL FOR FUND 230:			5,871.18
06/01/2023	100	138055*#	WE ENERGIES	ELECTRICITY	52210	53650	423.60
				HEAT	52220	53650	164.80
				CHECK 100 138055 TOTAL FOR FUND 230:			588.40
06/01/2023	100	138057	WI DNR ENVIRONMENTAL FEES	PERMIT COMPLIANCE - PERMIT FEES	53550	53656	2,000.00
06/08/2023	100	138089*#	R&R INSURANCE SERVICES	PROPERTY & LIABILITY	55120	53650	1,229.00
				Total for fund 230 STORM WATER MANAGEMENT			26,642.46

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 250 TOURISM & CONVENTION							
06/08/2023	100	138096	WAUKESHA PEWAUKEE CVB	TOURISM - HOTEL ROOM TAX	59000	56700	66,962.50
				Total for fund 250 TOURISM & CONVENTION			66,962.50

06/16/2023 09:17 AM
User: OMAN
DB: City Of Pewaukee

CHECK DISBURSEMENT REPORT FOR PEWAUKEE
CHECK DATE FROM 06/01/2023 - 06/15/2023

Page 8/14

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 420 CAPTIAL ROAD PROJECTS							
06/01/2023	100	138043*#	RUEKERT & MIELKE, INC.	ROUNDY'S INDUSTRIAL PARK #2	58210	57422	5,479.62
				SPICE CREEK/MEADOWBROOK FARMS #2	58210	57552	2,352.50
				JOSEPH ROAD	58210	57553	732.00
				SPICE CREEK/MEADOWBROOK FARMS #1	58210	57554	258.50
				SPICE CREEK/MEADOWBROOK FARMS #3	58210	57556	6,716.28
CHECK 100 138043 TOTAL FOR FUND 420:							15,538.90
Total for fund 420 CAPTIAL ROAD PROJECTS							15,538.90

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 440 BIKE & PEDESTRIAN							
06/01/2023	100	138043*#	RUEKERT & MIELKE, INC.	NORTHVIEW ROAD SIDEWALK	58230	53550	415.00
				Total for fund 440 BIKE & PEDESTRIAN			415.00

06/16/2023 09:17 AM
User: OMAN
DB: City Of Pewaukee

CHECK DISBURSEMENT REPORT FOR PEWAUKEE
CHECK DATE FROM 06/01/2023 - 06/15/2023

Page 10/14

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 600 WATER UTILITY							
06/01/2023	100	1246 (E)	WE ENERGIES		52210	00622	22,751.03
06/01/2023	100	138029*#	AT&T MOBILITY	TELEPHONE	52330	00921	203.36
06/01/2023	100	138030*#	CINTAS CORP	UNIFORMS	53410	00641	44.06
06/01/2023	100	138031*	DAVID P KANICKI	CUSTOMER ACCOUNTS RECEIVABLE	13100	00142	51.21
06/01/2023	100	138035	HAWKINS, INC.	CHEMICALS	53200	00631	5,281.54
06/01/2023	100	138040	MIDWEST METER INC.	METERS	18566	00346	35,760.00
06/01/2023	100	138043*#	RUEKERT & MIELKE, INC.	BLUMD WATER MAIN-BUSSE TO FOSTER	12810	00107	17,626.70
				APPLE TREE WELL 9&10 REHAB	12824	00107	1,238.25
				OUTSIDE PROFESSIONAL SERVICES-ENGINEER	52380	00923	874.50
				SCADA/TELEMETARY	52100	00950	284.62
				CHECK 100 138043 TOTAL FOR FUND 600:			20,024.07
06/08/2023	100	138060*#	BAKER TILLY VIRCHOW KRAUSE LLP	OPS - AUDITOR/ACCOUNTANT	52120	00923	4,229.18
06/08/2023	100	138064*	BUMPER TO BUMPER HARTLAND	TRANSPORTATION EXPENSE - REPAIR &	52400	00933	3.74
06/08/2023	100	138066*#	CINTAS CORP	UNIFORMS	53410	00641	44.06
06/08/2023	100	138068	CORE & MAIN LP	REPAIRS - HYDRANTS	52400	00654	198.72
06/08/2023	100	138075	FASTENAL	REPAIRS - HYDRANTS	52400	00654	79.68
06/08/2023	100	138081	JCH WATER METER TESTING & REPAIR	REPAIRS - METERS	52400	00653	1,360.00
06/08/2023	100	138086*#	MENARDS	REPAIRS AND MAINTENANCE	52400	00635	22.48
				REPAIRS - MISCELLANEOUS	52400	00655	32.99
				CHECK 100 138086 TOTAL FOR FUND 600:			55.47
06/08/2023	100	138089*#	R&R INSURANCE SERVICES	INSURANCE - WORKERS COMPENSATION	55110	00924	927.00

06/16/2023 09:17 AM
User: OMAN
DB: City Of Pewaukee

CHECK DISBURSEMENT REPORT FOR PEWAUKEE
CHECK DATE FROM 06/01/2023 - 06/15/2023

Page 11/14

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 600 WATER UTILITY				INSURANCE - PROPERTY & LIABILITYWATER-	55120	00924	1,000.00
				CHECK 100 138089 TOTAL FOR FUND 600:			<u>1,927.00</u>
06/08/2023	100	138094	WATER REMEDIATION TECH., LL	RADIUM TREATMENT	52210	00631	4,091.19
06/08/2023	100	138097	WI DNR	WATER WITHDRAWAL FEE - DNR	52200	00603	125.00
06/15/2023	100	138099*	EWALD'S HARTFORD FORD	TRANSPORTATION EQUIP.	18568	00392	26,122.50
06/15/2023	100	138100*	EWALD'S HARTFORD FORD	TRANSPORTATION EQUIP.	18568	00392	26,122.50
06/15/2023	100	138101*	REGISTRATION FEE TRUST	TRANSPORTATION EQUIP.	18568	00392	84.75
06/15/2023	100	138102*	REGISTRATION FEE TRUST	TRANSPORTATION EQUIP.	18568	00392	84.75
06/15/2023	100	138103*	REGISTRATION FEE TRUST	TRANSPORTATION EQUIP.	18568	00392	84.75
				Total for fund 600 WATER UTILITY			148,728.56

06/16/2023 09:17 AM
User: OMAN
DB: City Of Pewaukee

CHECK DISBURSEMENT REPORT FOR PEWAUKEE
CHECK DATE FROM 06/01/2023 - 06/15/2023

Page 12/14

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 650 SEWER UTILITY							
06/01/2023	100	138029*#	AT&T MOBILITY	TELEPHONE	52330	00921	203.36
06/01/2023	100	138030*#	CINTAS CORP	Uniforms & Protective Equipment	53410	01827	44.07
06/01/2023	100	138031*	DAVID P KANICKI	CUSTOMER ACCOUNTS RECEIVABLE	13100	00142	141.00
06/01/2023	100	138039	MATHEW SALZER	CUSTOMER ACCOUNTS RECEIVABLE	13100	00142	143.83
06/01/2023	100	138043*#	RUEKERT & MIELKE, INC.	SCADA/TELEMETARY	52100	00950	284.63
				OPS - ENGINEER - SEWER	52380	01852	921.25
				CHECK 100 138043 TOTAL FOR FUND 650:			1,205.88
06/01/2023	100	138051	VILLAGE OF PEWAUKEE	SEWER SERVICE CHARGE - VILLAGE OF PEWAU	52342	01827	613.11
06/08/2023	100	138060*#	BAKER TILLY VIRCHOW KRAUSE LLP	OPS - AUDITOR/ACCOUNTANT	52120	00923	4,229.18
06/08/2023	100	138064*	BUMPER TO BUMPER HARTLAND	TRANSPORTATION EXPENSE - REPAIR &	52400	00933	3.75
06/08/2023	100	138066*#	CINTAS CORP	Uniforms & Protective Equipment	53410	01827	44.07
06/08/2023	100	138089*#	R&R INSURANCE SERVICES	INSURANCE - WORKERS COMPENSATION	55110	00924	927.00
				INSURANCE - PROPERTY & LIABILITY	55120	00924	1,000.00
				CHECK 100 138089 TOTAL FOR FUND 650:			1,927.00
06/09/2023	100	1247(E)*#	WE ENERGIES		52200	01821	4,807.99
06/15/2023	100	138099*	EWALD'S HARTFORD FORD	TRANSPORTATION EQUIP.	18568	00392	26,122.50
06/15/2023	100	138100*	EWALD'S HARTFORD FORD	TRANSPORTATION EQUIP.	18568	00392	26,122.50
06/15/2023	100	138101*	REGISTRATION FEE TRUST	TRANSPORTATION EQUIP.	18568	00392	84.75

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 650 SEWER UTILITY							
06/15/2023	100	138102*	REGISTRATION FEE TRUST	TRANSPORTATION EQUIP.	18568	00392	84.75
06/15/2023	100	138103*	REGISTRATION FEE TRUST	TRANSPORTATION EQUIP.	18568	00392	84.75
06/15/2023	100	138104	WAUKESHA WATER UTILITY	SEWER SERVICE CHARGE - WCC	52344	01827	25,098.70
Total for fund 650 SEWER UTILITY							90,961.19

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 800 CEMETERY							
06/01/2023	100	138050	TRUGREEN PROCESSING	CEMETERY - GROUNDS MAINTENANCE	52420	54910	416.00
				Total for fund 800 CEMETERY			416.00
TOTAL - ALL FUNDS							749,258.84

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND
'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 4.**

DATE: June 19, 2023

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

PUBLIC HEARING, Discussion and Possible Action Regarding the Liquor License Requests and Agent Appointments for 2023 - 2024 [Tarczewski]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

2023-2024 Requests

Doing Business As	Location	Owner/Applicant or Agent	Application Type	Renewal Type	2023 - 2024 Premises Request	Outdoor Activity Permit	Cigarette Application	Amusement Application	Total Amuse Items	Hotel Application	Health Inspect.	Sheriff Inspect.	Fire Inspect.	Building Inspect.	Agent Check	Outstanding Taxes Due	Balance Due	Requested Action
Battle House MKE LLC	W229 N1400 Westwood Dr.	Joey R. Merced	RENEWAL	Class B Beer & Class C Wine	Bar and Lounge with walk-in cooler and refrigerator behind the bar counter	NO	NO	NO	0	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve
The Loft & Chapel at Cedar Ridge	N7 W23827 Bluemound Rd	Jeffery R. Becker	RENEWAL	Class B Beer & Class B Liquor	Reception Halls, Bar Areas, Dance Floors, Outdoor Gazebo & Patio	NO	NO	NO	0	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve
The Beer Depot	N27 W26980 Prospect Ave.	Patrick J. Mischker	RENEWAL	Class A Beer & Class A Liquor	Sold & Stored Upstairs, Additional Storage in the Basement	NO	YES	NO	0	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve
Marriott - Milwaukee West	W231 N1600 Corporate Ct.	Francis Edward Dorsey III	RENEWAL	Class B Beer & Class B Liquor	LOUNGE: 40 seats and 9 stools. RESTAURANT: consisting of 124 seats ROOM SERVICE: 281 guest rooms BANQUET HALL: 9,980 square feet of space STORAGE: Main liquor room off of kitchen, walk-in cooler in the kitchen, Lounge area has several coolers and cabinets. Banquet rooms have stand-up coolers	NO	NO	NO	0	YES	PASSED	PASSED	N/A	PENDING	PASSED	NO	\$0	Approve
Mug Shotz Bar & Grill	W270 N2793 Elm Ave.	Craig Werner	RENEWAL	Class B Beer & Class B Liquor	Bar only, walk-in cooler, liquor room in basement.	NO	YES	YES	9	NO	PASSED	PASSED	PASSED	PENDING	PASSED	YES	\$0	Approve Contingent Upon Receiving FEIN #
Curly's Waterfront	W272 N2696 Lakeview Blvd.	Ryan P. Gardner	RENEWAL	Class B Beer & Class B Liquor	Main bar level, lower level, cooler storage and outside patio.	Approval Recommended by PC 5/20/21 CC Approved 6/7/21	NO	YES	5	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve
GE Healthcare Institute Conference Center	N16 W22419 Watertown Rd.	Amy E. Masterman	ORIGINAL	Class B Beer & Class C Wine	Conference Center, Kitchen, Cafeteria, Storage Room, Offices	NO	NO	NO	0	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve - License to take affect 6/28/2023
Docs Dry Dock Inc.	N38 W27091 Parkside Rd.	Joshua K. Goodman	RENEWAL	Class B Beer & Class B Liquor	14 seat bar & 5 tables for dine-in sales, storage in basement & behind the bar.	NO	NO	YES	1	NO	PASSED	PASSED	PASSED	PENDING	PASSED	YES	\$0	Approve
Sunset Grill of Pewaukee Lake	W296 N2315 Prospect Ave.	Bernie Kook	RENEWAL	Class B Beer & Class B Liquor	MAIN LEVEL: this level is approx. 4126 square feet. Alcohol and beer will be sold and consumed in all areas of this floor, which is comprised of a bar/dining area in the lakeside part of the building, waiting area, kitchen, restrooms and in the street side game room of the building also. There is also an attached deck. There are 2 wine/liquor display areas on this floor used for the display and storage of liquor and wine. LOWER LEVEL: This level is approx. 4125 square feet. Alcohol will be sold and consumed in all areas of this floor, which is comprised of a private rental room, walk in cooler & freezer, dry storage area, beer cooler and liquor room. This level also has a patio area, beach area and an existing outside bar.	Approval Recommended by PC 5/20/21 CC Approved 6/7/21	NO	YES	6	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve
5 O'Clock Club of Pewaukee LTD	N28 W26658 Peterson Dr.	Richard D. Knutson	RENEWAL	Class B Beer & Class B Liquor	Liquor/Beer: Main bar room, three dining rooms, outdoor deck and lower patio entry area, back lawn area toward garden (east) Basement 2 rooms, 1 with beer cooler, 1 with liquor storage cage, kitchen and 1st floor hallway. Record Storage: 2nd floor 2 offices, 1 store room 3rd floor attic - old record storage.	Approval Recommended by PC 5/20/21 CC Approved 6/7/21	NO	NO	0	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve
Gina's Sports Dock	W278 N2345 Prospect Ave.	Gina M. Schwister	RENEWAL	Class B Beer & Class B Liquor	Food & Drinks served in main bar year round, as well as beach bar & beach bar for serving with a liquor room in basement for back up storage.	Approval Recommended by PC 5/20/21 CC Approved 6/7/21	NO	YES	5	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve
Holiday Inn	N14 W24140 Tower Pl.	Terry A. Waite	RENEWAL	Class B Beer & Class B Liquor	Three-story hotel with basement & outdoor area.	NO	NO	NO	0	YES	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve - Contingent on receiving copy of WI Seller's Permit
Wildwood Lodge	N14 W24121 Tower Pl.	Terry A. Waite	RENEWAL	Class B Beer & Class B Liquor	Three Story Hotel with Basement	NO	NO	NO	0	YES	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve - Contingent on receiving copy of WI Seller's Permit

Jack's Café	N4 W22496 Bluemound Rd	John M. Cameron	RENEWAL	Class B Beer & Class C Wine	Café serving lunch Tuesday-Saturday with 35 seat capacity. Summer includes outside patio seating up to 30. Special event include bridal and baby showers in store.	NO	NO	NO	0	PENDING	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve
Andrea's Red Rooster	N14 W22032 Watertown Rd.	Natasha Koput	RENEWAL	Class B Beer & Class B Liquor	Bar area, dining room and high top area, deck/patio, liquor room, beer cooler & shelves near beer cooler.	NO	NO	YES	3	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve
Kwik Trip #396	W229 N2086 Redford Blvd.	Paul K. Johnson	RENEWAL	Class A Beer & Class A Liquor	One story frame construction with storage in lockable walk in cooler & cabinetry	N/A	YES	NO	0	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve
Machine Shed	N14 W24145 Tower Pl.	Terry A. Waite	RENEWAL	Class B Beer & Class B Liquor	Single Story Restaurant	NO	NO	NO	0	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve - Contingent on receiving copy of WI Seller's Permit
BP Pantry 41 - Pewaukee Lake	W265 N2693 Meadowbrook Rd.	Punjab Walia	RENEWAL	Class B Beer & Class C Wine	Cold beer stored inside our only walk-in cooler displayed for retail in last 2 North side cooler doors closest to register, wine stored and displayed on dry shelves closest to register - All sold in store-check out at registers	N/A	YES	NO	0	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve
Point Burger Bar	W229 N1400 Westwood Dr.	Brian J. Ward	RENEWAL	Class B Beer & Class B Liquor	First floor behind bar on shelves and in coolers, liquor room storage, beer taps room behind main bar, throughout main dining room and private dining rooms, outside patio	NO	NO	YES	50	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve
Queen of Apostles Church	N35 W23360 Capitol Dr.	Marita Pietrykowski	ORIGINAL	Class B Beer & Class C Wine	Parish Hall, Gathering Space	NO	NO	NO	0	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve
Smokey's	N27 W27250 Woodland Dr.	John Heimsch	RENEWAL	Class A Beer	bait shop, ground floor, cooler near counter	NO	NO	NO	0	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve
Stenny's Lake Country	N29 W24483 Watertown Rd.	Brittney Stenstrup	RENEWAL	Class B Beer & Class B Liquor	Sports bar, volleyball courts, outdoor area surrounding volleyball courts, enclosed deck, basement liquor storage, main level liquor closet, walk-in cooler, back field.	PENDING	NO	PENDING	0	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	0	Approve
Stoneridge Market LLC	W240 N1485 Pewaukee Rd.	Sukhdeep Garcha	RENEWAL	Class A Beer & Class C Wine	Convenience store, beer cooler, basement, display shelf	N/A	YES	NO	0	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$300	Approve - contingent on receiving license fees
The Station Pub & Grill	W226 N3013 Duplainville Rd.	Jason R. Zinda	RENEWAL	Class B Beer & Class B Liquor	Ground floor bar & restaurant area, basement storage, kitchen, cooler, freezer, liquor store room, office, patio, horseshoes, soccer golf area.	Approval Recommended by PC 5/20/21 CC Approved 6/7/21	NO	YES	10	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve - Contingent on getting FEIN #
Thunder Bay Grille	N14 W24130 Tower Pl.	Terry A. Waite	RENEWAL	Class B Beer & Class B Liquor	Single Story Restaurant w/ Basement and Outdoor Patio Area	NO	NO	NO	0	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve - Contingent on receiving copy of WI Seller's Permit
Crossings Restaurant	N20 W22951 Watertown Rd.	Tracey Denise Evans	RENEWAL	Class B Beer & Class C Wine	storage in kitchen walk-in cooler, dining room.	NO	NO	NO	0	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve
Urban Slopes	N35W23770 Capitol Drive	Jared T. Masters	RENEWAL	Class B Beer & Class C Wine	Lounge area in the middle of the store along with check-in counter / bar areas where people gather. 2 storage areas.	NO	NO	NO	0	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve - Contingent on not allowing carry-outs.
SHP VI WSLG Pewaukee JV LLC	W239 N2540 Dahlia Blvd	Dan Budrek	RENEWAL	Class B Beer & Class C Wine	Café, Dining Room, Private Dining Room, Patio Off of Café / Dining Room and Specialty Care Dining Room	NO	NO	NO	0	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve
Waukesha Gun Club	N22 W23170 Watertown Rd.	Patrick A. Gerbensky	RENEWAL	Class B Beer & Class C Wine	Clubhouse and adjoining patio	Approval Recommended by PC 5/20/21 CC Approved 6/7/21	NO	NO	0	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve
Pewaukee Golf Club	N12 W26506 Golf Rd.	Frank J. Romano	RENEWAL	Class B Beer & Class B Liquor	In the clubhouse and on the 18-hole golf course	NO	NO	NO	0	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve
Wonderland Tap	W233 N536 CTH 164	Robert J. Boehnen	RENEWAL	Class B Beer & Class B Liquor	Bar Room, Store Room Cooler, Liquor Room, Outside Horseshoe Pits	Approval Recommended by PC 5/20/21 CC Approved 6/7/21	NO	YES	5	NO	PASSED	PASSED	PASSED	PENDING	PASSED	NO	\$0	Approve

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 5.**

DATE: June 19, 2023

DEPARTMENT: Public Works

PROVIDED BY: Magdelene Wagner

SUBJECT:

Discussion and Possible Action to Approve the Second Reduction of Cardinal Meadow Development Letter of Credit from \$461,128.57 to \$155,420.16 (A Reduction of \$305,708.41) [Wagner]

BACKGROUND:

The Cardinal Meadow Subdivision construction began last year and to date the work has involved grading, restoration, public utility (storm, sanitary sewer and water) construction, road base, and paving through the binder course of asphalt. We recommend the requested reduction. The remaining letter of credit value of \$155,420.16 is sufficient to finish the project.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

Council Approve the Second Reduction of Cardinal Meadow Development Letter of Credit from \$461,128.57 to \$155,420.16 (A reduction of \$305,708.41).

ATTACHMENTS:

Description

LOC Reduction Request



Date: June 14th, 2023

City of Pewaukee~ via email

Kelly Tarczewski

City Clerk-Treasurer

W240 N3065 Pewaukee Rd.

Pewaukee, WI 53079

Re: Letter of Credit Reduction Request #2: Cardinal Meadow Subdivision in the City of Pewaukee.

Dear Maggie Wagner:

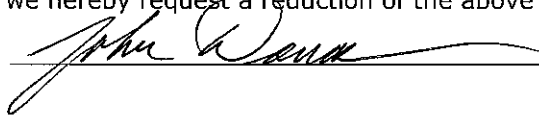
Due to the completion of the work described below, Bielinski is requesting a reduction on the work performed to date related to the Letter of Credit in place for the Cardinal Meadow Subdivision:

Requesting the following letter of credit reductions:

**SEE
ATTACHED
EXHIBIT B**

ORIGINAL LETTER OF CREDIT AMOUNT:	\$ <u>1,677,734.40</u>
NET REDUCTION #1:	\$ <u>1,216,605.83</u>
BALANCE OF LETTER OF CREDIT:	\$ <u>461,128.57</u>
NET REDUCTION #2:	\$ <u>310,021.81</u>
BALANCE OF LETTER OF CREDIT:	\$ <u>151,106.76</u>

By copy of this letter, we hereby request a reduction of the above amount.

Bielinski Homes, Inc.:  Title: Development Manager

6/14/23

EXHIBIT B**Cardinal Meadow, City of Pewaukee**

6/14/2023

Letter of Credit Reduction #2

Description of Work	Reduction #2		
	Balance	Amount	Balance
Grading & Erosion Control, Incl. Site Stabilization	\$104,700.00	\$104,700.00	\$0.00
Complete Sanitary Sewer Construction	\$22,676.52	\$22,676.52	\$0.00
Complete Water System Construction	\$22,280.29	\$22,280.29	\$0.00
Complete Storm Sewer Construction	\$0.00	\$0.00	\$0.00
Road Pavement: Stone, Curb/Gutter/Flumes,			
Binder & Surface Course	\$199,565.00	\$160,365.00	\$39,200.00
Subtotal	\$349,221.81	\$310,021.81	
Contingencies (20%):	\$111,906.76	\$0.00	\$111,906.76
Total Letter of Credit Amount:	\$461,128.57	\$310,021.81	\$151,106.76