

**TOWN OF CEDARBURG  
MEETING OF THE BOARD OF SUPERVISORS  
June 5, 2024**

Present:

David Salvaggio, Chairman  
Wayne Pipkorn, Supervisor Seat 1  
Russ Lauer, Supervisor Seat 2  
Larry Lechner, Supervisor Seat 3  
Thomas Esser, Supervisor Seat 4

Eric Ryer, Administrator  
Jack Johnston, Asst. Admin./Clerk  
Katie LeBlanc, Treasurer

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

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

**2. ANNOUNCEMENTS**

Administrator Ryer reported that summer road construction will begin as scheduled. The first road construction project will be in the Cedar Sauk Road/Kings Court area. In total, the Town has just shy of 5 miles of road construction scheduled for completion in 2024.

**3. HEARING OF THE PEOPLE:**

None.

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

**a. Discussion and possible motion regarding new and renewal operator licenses as listed for the 2024-2025 license period\***

Assistant Administrator/Clerk Johnston reported that all applicants listed in the meeting memo have provided the necessary documentation and received a recommendation for approval resulting from the background check conducted by the Constable to be considered for approval of an operator license. Supervisor Lauer made a motion to approve operator license applications as listed below.

<b>Name</b>	<b>Establishment</b>
Erricka Baumle	Kwik Trip
Walter Boyer	Kwik Trip
David Bretsch	Toast
Gregory Bulson	Kwik Trip
Rachel Burczyk	Kwik Trip
Christine Clarizio	Hamilton
Marion Corrigan	Hamilton
Bard Decker	Hamilton
Robert Doherty	Hub
Mary Jo Econom	Hamilton
Michael Elliott	Circle B
Christopher Ernster	Hamilton
Suzanne Fischer	Kwik Trip
Jessica Fonder	Hamilton
Stacey Glad	Kwik Trip
Heather Gollwitzer	Circle B
Andrew Gusev	Kwik Trip
Christine Habich	Kwik Trip

Lynn Hatleback	Hamilton
Mary Heinz	Circle B
James Hintz	Hamilton
Jayme Hoff	Kwik Trip
Monica Jaekels	Hamilton
Steven Janidlo	Circle B
Keri Klemann	Hamilton
Sharon Konshak	Circle B
Jamie Kretlow	Circle B
Jacob Lamers	Kwik Trip
David Magnusson Jr.	Hamilton
Daniel Miziul	Circle B
Ethan Moore	Kwik Trip
Ashley Popple	Kwik Trip
Melissa Radtke	Independent Contractor
Patrick Selk	Hamilton
Paul Sobczak	Hamilton
Ashley Teasdale	Toast
Joshua Tyree	Kwik Trip
Johnathon Varner	Kwik Trip
Larry Weidmann	Hamilton
Tamera Woodley	Toast
Matthew Zagorski	Kwik Trip

Supervisor Pipkorn seconded, and the motion passed unanimously.

- b. **Discussion and possible motion regarding a holding tank agreement for the property located at 7575 Glencoe Drive\***

Supervisor Pipkorn made a motion to approve a holding tank agreement for the property located at 7575 Glencoe Drive. Supervisor Lauer seconded, and the motion passed unanimously.

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

- a. **Approving May 1, 2024 Town Board Meeting Minutes**  
b. **Accepting March 27, 2024 Special Park & Recreation Committee Meeting Minutes**  
c. **Accepting April 17, 2024 Plan Commission Meeting Minutes**

Supervisor Lechner made a motion to approve the consent agenda. Supervisor Lauer seconded, and the motion passed unanimously.

6. **TREASURER'S REPORT**

- a. **Motion accepting the May 2024 Treasurer's Report\***

Supervisor Lechner questioned the escrow account for Greystones. Administrator Ryer explained that account is holds funds related to the initial development agreement.

Supervisor Esser made a motion to accept the May 2024 Treasurer's Report. Supervisor Pipkorn seconded, and the motion passed unanimously.

7. **PRESENTATION OF BILLS/PURCHASE ORDER/PAYROLL/AWARDS:** *The bills presented for review have been paid from the Town treasury as authorized under Sec. 60.44(2), Stats., and Sec. 63-8 of the Code of Ordinances.*

- a. **Presentation of Bills/Purchase Orders/Payroll/Awards for May 1, 2024 to May 31, 2024 (Check #'s 39548-39618, V4106-V4147, and manual checks as shown)\***  
Supervisor Lechner asked for clarification on check #39551. Administrator Ryer responded those were little league uniform purchases. He also asked about #39560. Administrator Ryer responded that was for tree work prepping for road work. He then asked about #39574, which Administrator Ryer responded was for the purchased of the water wheel for the Korb Sports Complex.

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

- a. **Possible report regarding local nuisance/law enforcement issues\***  
Administrator Ryer reported that the Constable conducted 42 background checks over the past month, as well as sex offender registry and Google inquiries. No service requests were submitted in May.
- b. **Report on recreation finances\***  
Administrator Ryer reported a positive balance of \$29,341 in the recreation fund for 2024.
- c. **Receiving a summary of the 2023 Town Audit (Hawkins Ash)\***  
Amber Ebert of Hawkins Ash was in attendance and presented a summary of the 2023 Town audit. The full audit document can be found on the Town website.
- d. **Report and discussion on discharge of firearms in waters of the state and related questions (Ozaukee County WDNR Warden Tony Young)\***  
Ozaukee County WDNR Warden Tony Young was present to answer questions after some recent resident inquiries regarding hunting in and around Cedar Creek.

To summarize, Warden Young explained that the discharge of a weapon for hunting is permissible within the creek, however, the Town ordinance makes it difficult to do so without breaking local Town ordinance due to trespassing restrictions. He did note that hunters are able to access the Creek through local road rights-of-way so long as they descend into the creek within the right-of-way boundary and do not enter private property to access the creek.

Warden Young also advised to not approach any hunters while they are hunting, even if you suspect they are violating a hunting law or Town ordinance. Instead, he advised gathering identifiable information on the hunter such as a description of or license plate to an associated vehicle. He explained that it would be unlikely that he would be able to immediately respond to any hunting law violations as he is the only warden for the entire county and likewise explained that a local ordinance violation by the Town Constable would be investigated afterwards. For any immediate dangers, he encouraged residents to call 911.

## **9. PUBLIC HEARINGS**

- a. **Public hearing to take comment on Ordinance 2024-5, "An Ordinance to Amend Section 320-21 subsection C, of the B-3 Business District of the Town of Cedarburg Zoning Code, Ozaukee County, Wisconsin" to allow for cafés, restaurants, and coffee shops as a conditional use in the B-3 Zoning District [Petitioner: CSH Building LLC]**  
The applicant is requesting a text amendment that proposes to amend Section 320-21C.(1) of Chapter 320 Zoning of the Town Code to allow cafés, restaurants, and coffee shops as a conditional use in the B-3 Zoning District.

With no comment from the public, Supervisor Lechner made a motion to close the public hearing. Supervisor Esser seconded, and the motion passed unanimously.

**10. OLD BUSINESS**

- a. **None**

**11. NEW BUSINESS**

- a. **Discussion and possible motion on Ordinance 2024-5, “An Ordinance to Amend Section 320-21 subsection C, of the B-3 Business District of the Town of Cedarburg Zoning Code, Ozaukee County, Wisconsin” to allow for cafés, restaurants, and coffee shops as a conditional use in the B-3 Zoning District [Petitioner: CSH Building LLC]\***

This item continues from item #9a. Planner Barrows explained that the proposed language amendment to the B-3 business district would add, “cafés, restaurants, and coffee shops” as a conditional use in the B-3 business district. She noted this application was separate but related to the conditional use permit application that would follow as a separate item. Planner Barrows also noted that the B-3 business district is proposed to be removed from the zoning code as part of the zoning code update, but previous indications from the Plan Commission and Board have implied that it is likely the proposed use would be allowed in the new zoning district for the Town for this particular parcel.

Supervisor Esser made a motion to approve Ordinance 2024-5, “An Ordinance to Amend Section 320-21 subsection C, of the B-3 Business District of the Town of Cedarburg Zoning Code, Ozaukee County, Wisconsin,” to allow for cafés, restaurants, and coffee shops as a conditional use in the B-3 Zoning District. Supervisor Pipkorn seconded, and the motion passed unanimously.

- b. **Discussion and possible motion on a conditional use permit application by CSH Building LLC & Miss Molly’s Catering (DBA Red Apron Café) to operate a restaurant/café/coffee shop business at 1170 Wauwatosa Road related to a text amendment application in the B-3 business district [NW ¼ of Section 22, 2.02 acres, zoned B-3]\***

This item is continued from item #9a and item #11a. Planner Barrows explained that the applicants are seeking to expand their operation at Miss Molly’s Catering to now include a restaurant space in a currently unoccupied portion adjacent to their catering operation at the former Custom Service Hardware building at 1170 Wauwatosa Road.

Planner Barrows explained the applicants are not contemplating any exterior upgrades to the building at this time. The Plan Commission discussed this at their meeting in May, and they did not require a façade upgrade. She did note that the Town has codified design standards and the Plan Commission and ultimately the Board would require exterior upgrades to align with those code requirements as any future applicants seek to operate within the building. She also explained that staff also reviewed the current parking configuration of the property and determined sufficient parking was onsite to accommodate the current users and this new expanded use for Miss Molly’s. However, as more tenants seek to occupy the building a more in-depth parking analysis would need to be conducted.

Planner Barrows then addressed the proposed draft conditions as included in the packet materials and confirmed with the applicants and building owner that the conditions were acceptable.

Supervisor Lechner made a motion to approve a conditional use permit application by CSH Building LLC & Miss Molly's Catering (DBA Red Apron Café) to operate a restaurant/café/coffee shop business at 1170 Wauwatosa Road related to a text amendment application in the B-3 business district, with the conditions in the draft conditional use permit as presented. The motion also included the following findings being present.

- (1) Welfare. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.
- (2) Compatible with adjacent land. The uses, values and enjoyment of other Town property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use.
- (3) Not impede surrounding property development and improvement. The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding Town property for uses permitted in the district.
- (4) Adequate infrastructure. Adequate utilities, access roads, drainage and other necessary site improvements have been or are being provided.
- (5) Ingress and egress. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
- (6) Conform to zoning district regulations. The conditional use application shall conform to all applicable regulations of the district in which it is located.

Supervisor Pipkorn seconded, and the motion passed unanimously.

c. **Discussion and possible motion on proposed signage for a Children's Hospital of Wisconsin clinic located at 8611 STH 60 [Owner: Project Sports LLC, 8.649 acres, zoned M-2 Planned Industrial & Mixed Use District]\***

In November 2023, the Town Board approved a conditional use permit for Project Sports LLC (dba Athlete Performance) for their new ~71,000 square foot facility and related site plan improvements. This CUP was revised in February 2024 regarding landscaping and location of HVAC equipment. Condition #10 of their attached approved CUP states the following:

Signage: The property shall be served by no more than one ground monument sign and additional wall mounted signage, with the ground monument sign being located outside of the private roadway. Plans shall be revised accordingly. No signage shall be installed until approved by Plan Commission and Town Board, with flexibility (size, location etc.) being approved by the Commission and Board as part of the TCOD approval.

Flexibility regarding the size and location of future signage was part of the Town Center Overlay District (TCOD) approval. This allows the applicant to seek signage that falls outside of typical requirements.

Children's Hospital of Wisconsin is proposing the installation of a 125 square foot face-lit letter sign on the north side of the building facing Highway 60. It will measure 4' tall by 31.25' in length and be affixed to a section of wall measuring ~122' by 24.25', or 2,958 square feet, based off of the applicant sign drawings and the actual building plans showing the space CHOW will occupy. The proposed sign will cover 4.2% of that wall area. The applicant shows a larger wall area in the application, which is inclusive of the entire north facing façade that will be occupied by CHOW. This façade has multiple wall sections and measures 5,760 square feet. Under this scenario, the wall coverage percentage is ~2.1%. There is a significant area of wall that will be occupied by the athletic space that is not included in the wall area measurements for this application. Additional signage from other future tenants is also expected. These additional signs may or may not be proposed on the north facing façade. Planner Barrows explained that the proposal has unanimous support at the Plan Commission level.

Supervisor Lauer made a motion to approve signage for a Children's Hospital of Wisconsin clinic located at 8611 STH 60. Supervisor Pipkorn seconded, and the motion passed unanimously.

d. **Discussion and possible motion on a conditional use permit application by Wesley J. Freeland of Big Iron Tree Works LLC to operate a landscape business (non-retail in nature) at the property located at 10220 Pleasant Valley Road [SW ¼ of Section 5, 5.01 acres, zoned A-1 Agricultural District]\***

Wes Freeland has submitted a CUP application to operate a landscaping business on the 5-acre property located at 10220 Pleasant Valley Road. The property is served by a private septic system and well. The property is not subject to any County shoreland or wetland provisions. There is a residence and seven outbuildings, silos and a grain bin. The property is subject to an existing Conditional Use Permit for the restoration, maintenance and general construction business of a non-retail nature. The Conditional Use is subject to several conditions.

Section 320-25G.(1) A-1 Agricultural District limits the size of nonresidential buildings to 2,500 sq. ft. on lots less than eight acres. The property has seven outbuildings totaling 17,548 sq. ft. The structures are currently legal non-conforming and any expansion of the structures would be prohibited unless additional acreage is acquired.

Planner Barrows called out proposed revisions after review and comment by the Plan Commission at their meeting in May. She noted that the proposed landscaping plan would likely take multiple years until completion due to the challenges on the property currently. The Board discussed this, and was in favor of having the applicant come back in three years to review progress of the landscaping plan.

Supervisor Esser made a motion to approve the conditional use permit application by Wesley J. Freeland of Big Iron Tree Works LLC to operate a landscape business (non-retail in nature) at the property located at 10220 Pleasant Valley Road, with the included draft conditions as well as a review of the landscaping plan in three years. The motion also included the following findings being met.

- (1) Welfare. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.

- (2) Compatible with adjacent land. The uses, values and enjoyment of other Town property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the conditional use.
- (3) Not impede surrounding property development and improvement. The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding Town property for uses permitted in the district.
- (4) Adequate infrastructure. Adequate utilities, access roads, drainage and other necessary site improvements have been or are being provided.
- (5) Ingress and egress. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
- (6) Conform to zoning district regulations. The conditional use application shall conform to all applicable regulations of the district in which it is located.

Supervisor Lauer seconded, and the motion passed unanimously.

e. **Discussion and possible motion approving annual liquor license applications for the 2024-2025 license period\***

Assistant Administrator/Clerk Johnston reported that all renewal applications have been submitted. He noted that the Fermentorium was previously issued a “Class B” – wine only license, but with changes in State law, that operation is now regulated by the State of Wisconsin.

Supervisor Pipkorn made a motion to approve annual liquor license applications for the 2024-2025 license period for the below businesses:

**COMBINATION CLASS “A” BEER AND CLASS “A” INTOXICATING LIQUOR:**

- Kwik Trip 1010, Kwik Trip, Inc. 1299 Washington Avenue, Agent – Ashley Popple

**COMBINATION CLASS “B” BEER AND CLASS “B” INTOXICATING LIQUOR:**

- Circle “B” Recreation, Inc., 6261 Highway 60, Agent –Mark A. Klotz
- Hatleback, LLC (The Hamilton at Cedar Creek), 228 Hamilton Road, Agent – Lynn Hatleback
- Select Display Inc. (The Hub), 1814 Washington Avenue, Agent – Richard G. Lanser
- TAPD OUT, Inc. (Toast), 1302 Washington Avenue, Agent – Gordon M. Goggin
- Galioto’s Vintage Grille, Inc., 1221 Wauwatosa Road, Agent – David C. Galioto

Supervisor Lauer seconded, and the motion passed unanimously.

Supervisor Pipkorn made a motion to recess the Town Board meeting at 8:05 pm. Supervisor Lauer seconded, and the motion passed unanimously (so the Board of Review meeting could be adjourned).

Supervisor Esser made a motion to reconvene the Town Board meeting at 8:06 pm.  
Supervisor Lauer seconded, and the motion passed unanimously.

f. **Discussion and possible motion approving annual cigarette license applications\***

Assistant Administrator/Clerk Johnston reported that both Kwik Trip and Casey's have submitted the necessary documentation and fees to be considered for an annual cigarette license. Supervisor Esser made a motion to approve annual cigarette licenses for Casey's and Kwik Trip. Supervisor Lauer seconded, and the motion passed unanimously.

g. **Discussion and possible motion accepting grant funds from the Greater Cedarburg Foundation to purchase AEDs for the Korb Sports Complex & OHOW Fields\***

In December, Town Staff applied for a grant from the Greater Cedarburg Foundation to purchase AED units for both the Korb Sports Complex and OHOW Fields. Staff requested \$10,000 in order to purchase three units (two at Korb and one at OHOW) as well as weather-proof boxes inside which they would be mounted. Staff was alerted in March that the Greater Cedarburg Foundation was fully funding the grant request. Staff is requesting the Board formally accept the funds from the Greater Cedarburg Foundation, and proceed with purchasing the units.

Supervisor Lechner made a motion to accept the grant funds of \$10,000 from the Greater Cedarburg Foundation to purchase AEDs for the Korb Sports Complex & OHOW Fields.

h. **Discussion and possible motion approving Landmarks Preservation Award recipient and 4<sup>th</sup> of July Parade banners for 175<sup>th</sup> Anniversary\***

The Town Board formally re-introduced the Landmarks Preservation Award in 2024 – last awarded in 2014. The Town had one applicant, Toast at 1302 Washington Avenue. The Landmarks Commission formally toured the facility on May 2, 2024, and unanimously recommended the Landmarks Preservation Award be granted to Toast due to the extensive rehabilitation and restoration of the building since 2022. The Landmarks Commission would like to formally recognize Toast in June with a plaque recognizing the award from the Town.

Additionally, the Town is celebrating their 175-year anniversary in 2024. To celebrate this, the Landmarks Commission would like to display two celebratory banners during the 4<sup>th</sup> of July Parade this year. The banners would be displayed within the Town parade entry. Afterwards, the Town could display the banners south of Town Hall to commemorate the 175<sup>th</sup> anniversary as well as the Korb Sports Complex during the remainder of the summer/fall recreation season.

Supervisor Esser made a motion to formally award the Landmark Preservation Award to Toast as well as approve the banner design and placement commemorating the 175 anniversary of the Town of Cedarburg. Supervisor Lauer seconded, and the motion passed unanimously.

i. **Discussion and possible motion regarding the use of ARPA funds for facilities items, irrigation systems at Korb and OHOW Fields, and office supplies\***

Town staff has proposed the following items to be purchased using available ARPA funds:

- Facilities
  - Along with growth at the Korb Sports Complex comes additional equipment. In an effort to increase efficiency of staff movements throughout the day in terms of moving equipment and stops between the



Town DPW shop and Korb shop, it is being recommended that the Korb shop be outfitted to allow for recreation equipment to be stored and maintained at that location, as well as the seasonal staff based out of that shop instead of jockeying equipment and supplies between the two shops. Also included is \$450 for a large pressure washer for use at Town Hall and Korb. Staff is seeking approval in a not to exceed amount of \$8,516.82 for these items.

- Irrigation Systems for Korb and OHOW
  - Repairs at the Korb and OHOW wells related to lightning damage and wear and tear use. The cost to complete work to get both functioning properly is \$10,862.34 and includes all material and labor for the installation and upgrade.
- Office Supplies
  - Stand-up desks for a more versatile workspace. The cost for these are ~\$399, and we would let team members choose one that fits their space and height (4 units total). A new Bluetooth speaker for the front office is requested for \$225. Lastly, a new shredder to aid in our ongoing digitization efforts is sought for \$1,730. This unit has security benefits, and will allow staff to shred large amounts of documentation instead of setting up shredding events with a private contractor.

Supervisor Esser made a motion to approve the expenditure of ARPA funds for the above referenced items, not to exceed the amounts as quoted in the packet materials. Supervisor Pipkorn seconded, and the motion passed unanimously.

j. **Discussion & possible motion on a revised OHOW Fields & Korb Sports Complex Reservation Application and fees\***

When the Korb Sports Complex was built, staff looked at the market rates of other area municipally operated recreation facilities including our Cedarburg School District facilities to price our rentals compared to other similar markets. When our policy and fee structure was presented to the Park & Recreation Committee, the fee structure and policies were approved with the ability to re-visit them once the usage increased. We have received rentals from the Cedarburg Mercs, Cedarburg Crush, Washington County Home School Association, Bigler Baseball, Velocity Softball, and the Jr. Chinooks. Since the implementation in September of 2019, the cost to maintain the facilities has increased significantly. Some of these expenses are fertilizers, weed control, grass seed, top dressing, field lining chalk, machine maintenance, gas prices etc. Due to these increased expenses, staff looked at the Cedarburg School District, Milwaukee County, and City of Brookfield fee structures and compared them to our current fee structure. Staff is proposing that we move to a tiered system such as the School District. This would be different price points based on your priority group.

Usage of facilities will be prioritized as follows:

- (a) Town of Cedarburg board, commission, committee, staff and recreation operated programs.
- (b) Other governmental units and sub-units of government operated programs.
- (c) Non-profit organizations with at least 75% or more of participants residing in the Town and City of Cedarburg, first come, first served basis.
- (d) Non-profit organizations with less than 75% of participants residing in the Town and City of Cedarburg on a first come, first served basis.
- (e) For-profit organizations on a first come, first served basis.

The new tiered system would allow the Town recreation programs the ability to receive additional revenue in an effort to keep up with the maintenance of the facilities while encouraging outside groups to rent the facilities when not in use by Town programming. It gives a price break to those who reside in the Cedarburg community. Packaged together, staff is proposing an updated version of the OHOW Fields & Korb Sports Complex reservation application & facility use policy. The plan is to implement the new fee structure for any rentals after August 1, 2024. Any rentals in June & July will still be at the current rates. Staff plans on mailing a hard copy and emailing a letter to all of those who have rented from us in the past explaining the process and details of the new fee structures. This was unanimously recommended for adoption by the Parks & Recreation Committee at their meeting in May.

Supervisor Lechner made a motion to approve the revised OHOW Fields & Korb Sports Complex Reservation Application and fees as written in the packet materials. Supervisor Esser seconded, and the motion passed unanimously.

**k. Discussion & possible motion on the donation of a park bench by the Taft family to be placed along the bike path on Horns Corners Road\***

Staff was presented with a proposal from Nancy Taft, Town resident, of the donation of a park bench along the bike trail on Horns Corners Road in memorial to their late son Derek who would ride the trail frequently. The family would construct the bench to be the same style as the benches currently along the trail. The bench would have a plaque on the back rest of it with the proposed inscription "In honor of Derek Taft (1988-2023) 'Biking is freedom.' The proposed location is along the bike path across the street from 1404 Horns Corners Road. The Taft family would be responsible for the cost of materials to construct the bench and the cost of the plaque. The Town would then maintain the bench by refinishing it when the other benches along the trail are refinished. The Park & Rec Committee unanimously recommended to the Town Board to accept the donation of the bench with the plaque.

Supervisor Lauer made a motion to approve the donation of a park bench by the Taft family to be placed along the bike path on Horns Corners Road. Supervisor Pipkorn seconded, and the motion passed unanimously.

**l. Discussion and possible motion on an agreement for professional planning consulting services with Cedar Corporation\***

The Town has an existing agreement with Amy Barrows of Planning & Zoning LLC for professional planning consulting services through the end of 2024. Planner Barrows has indicated to the Town that as the Town work load increases, she will not have adequate time to handle matters that require attention. Existing Town staff addresses many simpler planning related applications/processes and field daily inquiries/concerns regarding zoning. The consulting planner would continue to be used on an as-needed basis, with the majority of their time being tracked and invoiced back to the applicant, consistent with past practice for professional service reviews including legal and engineering.

Town Staff, Chairman Salvaggio and Supervisor Lechner met with Ben Greenberg of Cedar Corp. Mr. Greenberg worked with Planner Barrows for many years at Waukesha County and comes highly recommended. At the conclusion of the meeting, it was determined Mr. Greenberg would be a good addition.

Supervisor Pipkorn made a motion to approve an agreement for professional planning consulting services with Cedar Corporation, contingent on final legal review and approval by the Town Attorney. Supervisor Lechner seconded, and the motion passed unanimously.

m. **Discussion and possible motion setting the July Board meeting date and time\***

Due to the July 4<sup>th</sup> holiday, Supervisor Esser made a motion to move the July Board meeting to July 10<sup>th</sup> at 7 pm. Supervisor Lauer seconded, and the motion passed unanimously.

**12. ADJOURNMENT**

Supervisor Lauer made a motion to adjourn the meeting at 8:22 pm. Supervisor Esser seconded, the motion passed unanimously and the meeting adjourned.

Respectfully Submitted,

Jack Johnston  
Assistant Administrator/Clerk