TOWN OF CEDARBURG
MEETING OF THE BOARD OF SUPERVISORS
July 6, 2026

Present:
David Salvaggio, Chairman
Wayne Pipkorn, Supervisor Seat 1
Larry Lechner, Supervisor Seat 3
Thomas Esser, Supervisor Seat 4 & Presiding Supervisor

Eric Ryer, Administrator
Sara Jacoby, Clerk/Assistant Administrator
Adam Monticelli, Director of Public Works
Samuel Peters, Town Constable
Troy Hartjes, Town Engineer (via Zoom)
Amanda Schaefer, Consulting Planner

Excused:
Russ Lauer, Supervisor Seat 2

1. **CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE**
   Presiding Supervisor Esser called the regular meeting to order at 7:00 pm. The meeting began with the Pledge of Allegiance.

2. **ANNOUNCEMENTS**
   None.

3. **HEARING OF THE PEOPLE**:
   None.

4. **COMMUNICATIONS AND REQUESTS FOR HOLDING TANK-AGREEMENTS AND OPERATOR LICENSES**:
   a. **Discussion and possible motion regarding new operator license applications for the 2026-2027 license period***
      After a report from Constable Peters where he recommended that one of the licenses be denied, Supervisor Pipkorn made a motion to approve the operator licenses listed below except for Jennifer Marchel.

Name	Establishment	New	Renewal	Constable Rec.
Brittanie Delorit	Toast		X	Yes
Paige Kleinhans	Fermentorium	X		Yes
Mandie Buth	Fermentorium		X	Yes
Kerri Belfor	Elbow Room 1221		X	Yes
S. D. Stroebel	Circle B Agent	X		Yes
Jennifer Marchel	Elbow Room 1221	X		No
Thomas Eichner	Fermentorium	X		Yes
Katie Allen	Toast	X		Yes

      Chairman Salvaggio seconded, and the motion carried 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 June 1, 2026 Town Board Meeting Minutes**
   b. **Approving June 17, 2026 Special Town Board Meeting Minutes**
   c. **Accepting May 20, 2026 Plan Commission Meeting Minutes**
   d. **Accepting March 25, 2026 Special Park & Recreation Committee Meeting Minutes**
   e. **Accepting May 7, 2026 Ad Hoc Joint Bicycle & Pedestrian Committee Meeting Minutes**
      Supervisor Lechner made a motion to approve the consent agenda items as listed above. Supervisor Pipkorn seconded, and the motion carried unanimously.

6. **TREASURER'S REPORT**
   a. **Motion Accepting the June 2026 Treasurer's Report***
      Supervisor Lechner made a motion to accept the June 2026 Treasurer's Report. Chairman Salvaggio seconded, and the motion carried 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 June 1, 2026 to June 30, 2026 (Check #'s 41561-41636, V4883-V4911 (V4895 skipped), and manual checks as shown)***
   Supervisor Lechner made a motion to approve all bills, purchase orders, payroll, and awards as presented. Supervisor Pipkorn seconded, and the motion carried unanimously.

8. **REPORTS TO BE RECEIVED/FILED (Non-action items)**
   a. **Report regarding local nuisance/code enforcement issues (Constable Samuel Peters)***
   Constable Peters' report included background checks for operator's licenses, follow-up on a nuisance complaint related to running a painting business out of a residential property on Fox Hollow Lane, and closure of a weed-related nuisance complaint on Devonshire Drive.

   b. **Report on recreation finances (Director of Parks & Recreation Paul Jungbauer)***
   Director Jungbauer's report highlighted the continuation of registrations for Soccer, Flag Football, and Fall Baseball. He noted the current positive balance of $41,148 in the Recreation Fund at the end of June 2026 and an increase in facility rental revenues for June.

9. **PUBLIC HEARINGS**
   a. **None**

10. **OLD BUSINESS**
   a. **None**

11. **NEW BUSINESS**
   a. **Discussion and possible motion on a preliminary plat for Brandt Highlands for a six lot subdivision on approximately 24 acres by ELB Joint Venture (Don Levy) for the property with tax key #030050300200 [Owner: EBL, NE ¼ Sec. 5, 24.67 acres, zoned E-1 Estate & C-1 Conservancy]***
   The applicant requested the creation of six E-1 Estate residential parcels accessed by a private shared driveway. EBL Joint Venture (Don Levy) appeared before the Plan Commission at the February meeting with: 1) a concept application for a six-lot major land division; 2) a rezoning application to rezone the property in question from A-1 Agricultural to E-1 Estate Residential, while leaving C-1 lands unchanged. The Plan Commission gave unanimous positive feedback on the major land division, and a unanimous recommendation to approve the rezoning. At their March meeting, the Town Board unanimously approved 2026-2, "An Ordinance to Rezone Land and Amend the Zoning Map for approximately 24 acres of land from A-1 Agricultural to E-1 Estate Residential for the property with Tax Key #030050300200, while leaving C-1 Conservancy lands unchanged, in the Town of Cedarburg, Ozaukee County, Wisconsin."

   Consulting Planner Schaefer summarized the review of the application noting that proposed Lots 1-6 meet zoning requirements, while remarking that all future outbuildings will need to meet the regulations found in 320-29(E)(2) before a building permit can be issued. Engineer Hartjes noted there were a few minor engineering comments to be addressed prior to construction. Planner Schaefer noted Attorney Hoeft provided some recommended edits to legal documents and the staff report noted that any proposed wetland fill would require Ozaukee County zoning approval/rezoning.

   Supervisor Lechner made a motion to approve the Brandt Highlands preliminary plat subject to the following conditions:
   1. All Staff Report outstanding punch list items and legal comments are resolved.
   2. All necessary permits secured from the proper entities and submitted following Board approval.
   3. All Objecting and Approving agency questions, comments, and/or concerns are resolved. Applicant responsibility.
   4. Legal documents can be recorded following approval by the Town Attorney.
   5. Submittal of financial security acceptable to the Town for the public ROW improvements; estimated at $5,500.

6. Sale of lots to follow final plat approval.

Chairman Pipkorn seconded, and the motion carried unanimously.

b. Discussion and possible motion approving a Class B Fermented Malt Beverage license and a Class B liquor license for Circle B Operator, LLC, DBA Circle B, S. D. Stroebel, 6261 State Rd 60*
Circle B Operator, LLC, DBA Circle B, S. D. Stroebel, 6261 State Rd 60, has submitted application materials to obtain liquor licenses. The property currently has a Class B liquor license and Class B fermented malt beverage license to serve alcohol within the bowling, banquet, lounge, volleyball, horseshoes, and game room. The applicant has purchased the existing business and wishes to retain the licenses for transfer to the new business entity. The Agent provided AB-100, AB-101, and AB-200 forms as required by the Wisconsin Department of Revenue and the previous agent provided a document relinquishing their current license to the application.

Constable Peters conducted a review of background for the agent who completed the AB-100 Alcohol Beverage Individual Questionnaire: D.S. Stroebel and recommended approval.

Supervisor Pipkorn made a motion to approve the transfer of a Class B Fermented Malt Beverage license and a Class B liquor license for Circle B Operator, LLC, DBA Circle B, S. D. Stroebel, 6261 State Rd 60. Chairman Salvaggio seconded, and the motion carried unanimously.

c. Discussion and possible motion on an agreement for professional planning consulting services with Cedar Corporation*
The Town has an existing agreement with Cedar Corp for professional planning consulting services that requires annual review and extension by the Board. The consulting planner is used on an as-needed basis, with their time being tracked and invoiced back to the applicant, consistent with the long-standing policy of the Town for professional service reviews including legal and engineering. The agreement would see Senior Planner Ben Greenberg continuing to be available to the Town.

Supervisor Pipkorn made a motion to approve the annual agreement for professional planning consulting services with Cedar Corporation. Chairman Salvaggio seconded, and the motion carried unanimously.

d. Discussion and possible motion on the final payment of a previously approved Western Star tandem axle patrol truck*
At the September 6, 2023 and March 6, 2024 Town Board meetings the Board voted to approve the purchase of a new Western Star Patrol Truck cab and chassis (2023) and snow and ice equipment from Burke Equipment (2024). The remaining balance was planned to be paid in December of 2025 as staff were informed delivery would occur by end of 2025. Due to delays outside of the Town's control, the patrol truck was recently delivered and final payment of $79,825.18 is due to Burke Equipment and $1,500 is due to Letters and Signs for the final safety markings; both items were a part of the 2025 budget. A 2026 budget amendment will be proposed at a future Finance Committee meeting to account for this carryover expense.

Supervisor Lechner made a motion to approve the final payment of a previously approved Western Star tandem axle patrol truck. Supervisor Pipkorn seconded, and the motion carried unanimously.

12. CLOSED SESSION

a. The Town Board may go to closed session pursuant to:

i. Wisconsin Statutes Sec. 19.85 (1) (c) to "Consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." No motion to enter into closed session was made.

b. Reconvene to open session and the regular order of business
Not applicable; no closed session was held.

13. ADJOURNMENT

Chairman Salvaggio made a motion to adjourn the meeting at 7:22 pm. Supervisor Pipkorn seconded, the motion carried unanimously and the meeting adjourned.

Respectfully Submitted,

Sara Jacoby
Assistant Administrator/Clerk