

UNOFFICIAL COPY

VILLAGE BOARD OF CLEVELAND
MONTHLY MEETING

TUESDAY, NOVEMBER 15, 2016
7:00 PM – 9:18 PM
CLEVELAND VILLAGE HALL

MINUTES

- I. **CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL.** Village President Kathy Stolzmann called the meeting to order and led the Pledge of Allegiance at 7:00pm on Tuesday, November 15, 2016, at the Cleveland Village Hall, 1150 W. Washington Avenue, Cleveland, Wisconsin.

Board Present: Kathy Stolzmann, Village President
John Ader
Robert Fink
Jacob Holzward
Nick Jaeger
Joel Roehrig
Andy Williams

Board Absent: None

Staff Present: Timothy Barber, Chief of Police
Stacy Grunwald, Director of Village Services
Julie Rusch, Deputy Clerk-Treasurer

Also Participating: Ben Zeier, Village Engineer, MSA

- II. **AGENDA APPROVAL.** Motion Nick Jaeger/Andy Williams to take up the Closed Session as Item IV; carried without negative vote. Motion Andy Williams/Joel Roehrig to approve the agenda as amended; carried without negative vote.

- III. **YEAR 2017 BUDGET PUBLIC HEARING.** President Stolzmann opened the floor for public comment on the Year 2017 budget. No one present spoke and no communications were reported. She closed the floor.

IV. **CLOSED SESSION**

- A. **CONVENE IN CLOSED SESSION PURSUANT TO SEC. 19.85(1)(e), WIS. STATS.** Motion Kathy Stolzmann/Nick Jaeger to convene in closed session pursuant to Sec. 19.85(1)(e), Wis. Stats., to conduct other public business with regard to development agreements affecting the Tax Increment District, where competitive reasons require a closed session. Roll call—all ayes. Motion carried.

All staff and the Village Engineer were invited to remain for the closed session.

[The public left the meeting room—7:04pm.]

The Board, Engineer Zeier, and Staff discussed the status of various Tax Increment District projects and related development agreements.

- B. **RECONVENE IN OPEN SESSION PURSUANT TO SEC. 19.85(2), WIS. STATS., IF NEEDED.** Motion Kathy Stolzmann/Nick Jaeger to reconvene in open session pursuant to Sec. 19.85(2), Wis. Stats. Roll call—all ayes. Motion carried. The meeting reconvened in open session at 8:00pm.

[The meeting room was opened to the public and Engineer Zeier left the meeting—8:00pm.]

- C. **POSSIBLE ACTION ON MATTERS DISCUSSED IN CLOSED SESSION.** The Board did not act on matters discussed in closed session.

Motion Nick Jaeger/Andy Williams to take up the Tax Increment District Agreements as Item V; carried without negative vote.

V. **TAX INCREMENT DISTRICT AGREEMENTS**

- A. **RECONSIDERATION OF MOTION TO TERMINATE HILARY HEIGHTS DEVELOPMENT PERFORMANCE PENALTY AGREEMENT, PURSUANT TO SEC. 2-2-18, CODE OF ORDINANCES.**

President Stolzmann called for a motion to reconsider the motion to terminate the *Hilary Heights Development Performance Penalty Agreement*, pursuant to Sec. 2-2-18, Code of Ordinances. There being none, the Village Board moved to Item V.C.

- B. **IF RECONSIDERATION IS APPROVED, TERMINATION OF HILARY HEIGHTS DEVELOPMENT PERFORMANCE PENALTY AGREEMENT.** Refer to Item V.A.

- C. **REFERRAL OF REQUEST TO AMEND HILLTOP DEVELOPMENT SECOND AGREEMENT (DEVELOPMENT PERFORMANCE PENALTY).** Motion Kathy Stolzmann/Jacob Holzward to hold over the referral of a request to amend the *Hilltop Development Second Agreement (Development Performance Penalty)* to the January 2017 regular meeting of the Village Board; carried without negative vote.

VI. **CITIZEN INPUT AND COMMUNICATIONS**

- A. **OVERNIGHT RENTAL REQUEST: VFW CLUBHOUSE BY CLEVELAND CUB SCOUTS.** Referred to Public Works and Utilities Committee.

- B. **SCENIC SHORES 150 REST STOP REQUEST: PUBLIC WORKS FACILITY.** Referred to Public Works and Utilities Committee.

- VII. OCTOBER 18, 2016, AND OCTOBER 25, 2016, MINUTES APPROVAL.** Motion Nick Jaeger/Robert Fink to approve the minutes of the October 18, 2016, and October 25, 2016, Village Board meetings; carried without negative vote.
- VIII. FINANCE AND BUDGET; AGREEMENTS**
- A. MONTHLY VOUCHER REPORT.** Staff answered questions. Motion Joel Roehrig/Robert Fink to approve the October 2016 voucher report; carried without negative vote.
- B. YEAR 2017 BUDGET STAFF REPORT AND SUMMARY APPROVAL.** Director Grunwald presented the updated budget summary and changes since the last Committee of the Whole meeting. Motion John Ader/Andy Williams to approve the Year 2017 Budget Summary; carried without negative vote.
- C. RESOLUTION TO ESTABLISH THE 2016 LEVY AGAINST TAXABLE PROPERTIES.** Motion Nick Jaeger/Kathy Stolzmann to establish the 2016 levy against taxable properties at \$588,434; carried without negative vote.
[Resolution No. 2016-R-09]
- D. FIRE PROTECTION SERVICES AGREEMENT: CLEVELAND FIRE DEPARTMENT.** The Village Board directed Staff to obtain an updated agreement from Cleveland Fire Department with the correct effective date and incorporating the first responder services provided by the Department.
- IX. LIMITED-TERM SERVICES FOR WASTEWATER TREATMENT PLANT: DONOHUE & ASSOCIATES; MSA PROFESSIONAL SERVICES.** After discussion, the Village Board directed Staff to negotiate an agreement with Donohue & Associates for services as Operator-in-Charge of the Sewer Utility until a Village employee is certified in that role.
- X. HUMAN RESOURCES**
- A. DEPUTY CLERK-TREASURER JOB DESCRIPTION.** Director Grunwald explained the U.S. Department of Labor was changing the requirements for the Administrative Exemption under the Fair Labor Standards Act. The only position affected was the Deputy Clerk-Treasurer. Motion John Ader/Robert Fink to establish the Deputy Clerk-Treasurer position as salaried non-exempt, effective November 28, 2016; carried without negative vote.
- B. EMPLOYEE ON-CALL COMPENSATION POLICY.** Director Grunwald explained current policy offers flat-rate compensation for a Public Works employee who is on-call seven full and consecutive days. There is no compensation for an employee who is on-call the five days preceding contracted weekend utility services. Motion Nick Jaeger/Joel Roehrig to compensate an employee who is on-call the five days preceding contracted weekend utility services at a flat rate of \$80, effective immediately; carried without negative vote. The policy was not retroactive. Staff was directed to return with an updated written policy.
- XI. STAFF AND COMMITTEE REPORTS.**
- A. POLICE DEPARTMENT.** Chief Barber answered questions regarding recent citations and warnings, and animal issues.
- B. ADMINISTRATION.** Director Grunwald reported on the General and Spring elections, changes to the Health Care Flexible Spending Account, and updates to various building and land use applications.
- C. PLAN COMMISSION, NOV 2.** Member Williams reported on items taken up by the Plan Commission at its meeting of November 2, including a concept plan presented for a ready mix concrete facility on North Avenue.
- XII. ANNOUNCEMENTS AND EVENT REPORTS.**
- A. WED OCT 19 MANITOWOC COUNTY VILLAGE ASSN, KELLNERSVILLE.** Various trustees provided an update on presentations by Attorney Katherine Reynolds and Manitowoc County Highway Commissioner Marc Holsen.
- B. OCT 19-21..... LEAGUE OF WISCONSIN MUNICIPALITIES ANNUAL CONF.** President Stolzmann summarized various workshops she attended.
- C. NOV 24-25 STAFF HOLIDAY**
- D. TUE NOV 29 PUBLIC WORKS AND UTILITIES COMMITTEE, 7PM**
- E. THU DEC 1 FIRST DAY TO CIRCULATE NOMINATION PAPERS.** The seats for President Stolzmann and Trustees Ader, Jaeger, and Roehrig are on the Spring Election ballot. No one indicated a definite plan to file papers.
- F. TUE DEC 6..... MUNICIPAL COURT, 4:30PM**
- G. WED DEC 7..... PLAN COMMISSION, 7PM**
- H. SET COMMITTEE MEETINGS; REFER AGENDA ITEMS.** No additional meetings were set.
- I. ANY OTHER ANNOUNCEMENTS/EVENTS. No report.**
- XIII. ADJOURNMENT.** Motion John Ader/Robert Fink to adjourn; carried without negative vote. The meeting adjourned at 9:18pm.

Respectfully submitted,
Stacy Grunwald
Director of Village Services