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## VILLAGE BOARD OF CLEVELAND, WISCONSIN MONTHLY MEETING

TUESDAY, MARCH 20, 2018

7:00 PM – 8:25 PM

### MINUTES

- I. CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL/AGENDA APPROVAL.** Village President Kathy Stolzmann called the meeting to order and led the Pledge of Allegiance at 7:00 pm on Tuesday, March 20, 2018, at the Cleveland Village Hall, 1150 W. Washington Ave., Cleveland, Wisconsin.

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

Board Absent: None (one seat vacant)

Staff Present: Timothy Barber, Chief of Police  
Stacy Grunwald, Director of Village Services

Motion Roehrig/Fink to approve the agenda; carried without negative vote.

- II. CITIZEN INPUT AND COMMUNICATIONS; POSSIBLE REFERRALS.**

*Ralph Sczygelski, 3315 Barkwood Ln., Manitowoc.* Introduced himself as candidate for Circuit Court Judge.

*Carol Koffarnus, 1015 Lakeshore Dr.* Resubmitted last year's request for signage for Hika Park.

*Dave Bourgeois, 1147 W. Washington Ave.* Requested support for rail-to-trail enhancements. *Vehicle parking to support rail-to-trail referred to Plan Commission.*

Director Grunwald reported (1) the mild Gouda created by Saxon Creamery was one of 20 finalists in the World Cheese Championships, out of 3400 entries; (2) information was received separately from Manitowoc County Supervisor Kevin Behnke and his challenger, Maura Yost, regarding the Manitowoc County sales tax proposal; and (3) Polco, a polling and citizen engagement firm which presented at the most recent WCMA regional meeting, was offering a discount for its services through March 31. By consensus, the Board filed the Polco offer for information. President Stolzmann reported she worked with Staff to resolve a resident's concern with a neighbor's property and related police services.

- III. CANDIDATE INTERVIEWS FOR VACANT VILLAGE TRUSTEE SEAT.** The Board received two responses to a request for candidates to fill the position left vacant with the resignation of Trustee Nick Jaeger. One candidate withdrew from consideration on March 20. President Stolzmann opened the floor and the Board interviewed candidate Terry Gottsacker, 253 Lincoln Ave., Cleveland. The floor was closed following discussion.

- IV. FEBRUARY 27, 2018, REGULAR MEETING MINUTES.** Motion Holzwart/Williams to approve the minutes of the February 27, 2018, regular meeting; carried without negative vote.

- V. FINANCIALS**

**A. MONTHLY VOUCHER LIST.** Motion Ader/Holzwart to approve the February 2017 voucher list; carried without negative vote.

**B. HILLTOP DEVELOPMENT LLC DEVELOPMENT AGREEMENT PENALTIES AND INTEREST.** President Stolzmann reported the Finance Committee recommended the Board invoke the 2017 tax equivalent of \$13,065.03 and interest. Motion Ader/Roehrig to invoke a Development Performance Penalty per Sec. 2.02 of the Development Agreement with Hilltop Development LLC for

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the shortfall in guaranteed assessed value, with the directive that any amount which remains unpaid after the invoice due date shall be charged against the real estate for collection with the property tax; carried without negative vote.

- C. **STATE OF WISCONSIN DEBT COLLECTION AGREEMENT.** President Stolzmann reported the Finance Committee recommended approval. The agreement would expand the avenues available to Staff for collection of arrearages. Motion Williams/Holzward to approve the *State Debt Collection Agreement* with the Wisconsin Department of Revenue and authorize the Director of Village Services to sign and implement the agreement; carried without negative vote.

- VI. **OPTIONS TO FILL PENDING VILLAGE BOARD VACANCY (SEAT HELD BY TRUSTEE JOEL ROEHRIG).** Trustee Roehrig indicated he would remain on the Board until a replacement was determined or he no longer qualified for the seat.

VII. **HILLTOP DEVELOPMENT LLC RETROFIT OF WET DETENTION BASIN**

- A. **PRELIMINARY ENGINEERING, CONSTRUCTION ESTIMATE AND PROJECT PLANNING.** Chair Williams reported the Public Works Committee recommended the Village Board accept the preliminary engineering prepared by MSA, with the request that the firm try to modify the design to achieve 80% Total Suspended Solids removal. This was accomplished with a simple modification to the v-notch in the outlet structure. Director Grunwald reported the owner, Mr. Kevin Kleinert, had not responded with any changes or questions regarding the design. By consensus, the Board accepted the recommendation of the Committee with the revised v-notch in the outlet structure. The estimated project cost was \$33,000-\$40,000. This would be charged to the property owner per the terms of the Development Agreement.
- B. **STAFF AUTHORIZATION TO PROCEED.** Motion Ader/Williams to authorize the Director of Village Services to take the steps necessary to implement and complete the retrofit of the Hilltop wet detention basin, including authority to sign documents on behalf of the Village Board, with regular updates to the Village President or Public Works Committee Chair on project status and expense; carried without negative vote.

VIII. **COMMITTEE REPORTS ON ITEMS PREVIOUSLY REFERRED**

- A. **BUILDING INSPECTION SERVICES.** Human Resources and Public Safety Chair Joel Roehrig reported Director Grunwald was working through an option with neighboring communities for shared inspection services.
- B. **WISCONSIN-LAKE MICHIGAN NATIONAL MARINE SANCTUARY.** Public Works Committee Chair Williams reported Governor Walker rescinded the request filed with the Federal government for creation of the Wisconsin-Lake Michigan National Marine Sanctuary. The Board by consensus closed the matter and filed all submittals for information.
- C. **PROPERTY MAINTENANCE COMPLAINT; LETTER FROM MS. SANDY BROST.** Chair Joel Roehrig reported the Human Resources and Public Safety Committee reviewed the information and discussed the matter with Ms. Brost and others. Residents were encouraged to contact the Police Department with property concerns, as there was a process in place to address these types of issues. Trustee Fink noted there was a request at the meeting to review any ordinances regarding the number or location of operable vehicles stored on a property. After consideration, the Board determined no further review was necessary at this time. Chief Barber indicated he had made contact with two property owners after the complaint was filed and both were working to address the issue.

IX. **STAFF AND COMMITTEE REPORTS**

- A. **POLICE DEPARTMENT.** Report on file. Chief Barber spoke briefly on the transition in the Police Officer positions, noting Officer Schweigl's previous experience with the Village has made his transition to full-time status relatively smooth. Likewise, Officer Pritzl's previous experience as a full-time officer in another community has alleviated many concerns which typically arise when a new casual-status officer is added.
- B. **ADMINISTRATION.** Director Grunwald updated the Board on several projects and answered questions from the Board.
- C. **PUBLIC WORKS AND UTILITIES COMMITTEE, 3/6/18, 3/14/18.** Chair Williams reported the Public Works and Utilities Committee directed staff to work with the low bidder for the SCADA project to bring the cost down, and authorized additional draws from the Sewer Utility designated

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funds to meet the Village's needs for the system. The Committee also reviewed the history of water main breaks and determined that problem areas will be addressed as part of future street projects.

- D. **HUMAN RESOURCES AND PUBLIC SAFETY COMMITTEE, 3/8/18.** No report; all items of business were brought before the Village Board.
  - E. **FINANCE AND BUDGET COMMITTEE, 3/13/18.** No report; all items of business were brought before the Village Board.
  - F. **PLAN COMMISSION, 03/07/18.** President Stolzmann reported work continued on the 10-year update of the 20-Year Comprehensive Plan.
- X. **ANNOUNCEMENTS AND EVENT REPORTS.**
- A. **FRI MAR 30..... STAFF HOLIDAY (PM ONLY)**
  - B. **TUE APR 3..... SPRING ELECTION**
  - C. **WED APR 4 ..... PLAN COMMISSION, 7:00PM**
  - D. **THU APR 5 ..... VILLAGE, CENTERVILLE, MEEME HEADS OF GOVT, 6:00PM.**  
President Stolzmann explained the topic was Cleveland Fire Department financing.
  - E. **MON APR 9 ..... EMERGENCY GOVERNMENT COMMITTEE, LTC, 12noon**
  - F. **TUE APR 10..... MUNICIPAL COURT, 4:30PM**
  - G. **TUE APR 10..... VILLAGE BOARD, 7:00PM.** Trustee Fink will be unable to attend.
  - H. **TUE APR 17..... VILLAGE BOARD ORGANIZATIONAL MEETING, 7:00PM.** President Stolzmann will meet individually with the Trustees regarding committee preferences for next term.
  - I. **WED APR 18..... MANITOWOC COUNTY VILLAGE ASSN, VALDERS, 6:00PM.** The topic is Board of Review training. Trustees Holzwart and Williams will attend.
  - J. **ANY OTHER ANNOUNCEMENTS/EVENTS.** Director Grunwald reported Town of Centerville Zoning Administrator Russ Tooley contacted her about holding a joint planning meeting. She also referenced grant and loan information in the meeting packets from USDA for home improvements and asked the Board to notify property owners if the opportunity arose. President Stolzmann thanked Trustee Fink for his contributions to the Village, since this was his last meeting and he was not seeking reelection. Trustee Fink reported he would be part of a committee with Cleveland Fish & Game to assist the Village with the boat launch and breakwater project.
- XI. **ADJOURNMENT.** Motion Fink/Holzwart to adjourn; carried without negative vote. The meeting adjourned at 8:25pm.

Respectfully submitted,

*/S/ Stacy Grunwald*

Stacy Grunwald  
Director of Village Services

Approved on 04/10/2018

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