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VILLAGE BOARD OF CLEVELAND
MONTHLY MEETING

TUESDAY, APRIL 12, 2016
7:00 PM – 8:05 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, April 12, 2016, at the Cleveland Village Hall, 1150 W. Washington Avenue, Cleveland, Wisconsin.
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|----------------|------------------------------------|----------------|--|
| Board Present: | Kathy Stolzmann, Village President | Board Absent: | Village Trustee (position vacant) |
| | John Ader | Staff Present: | Timothy Barber, Chief of Police |
| | Nick Jaeger | | Stacy Grunwald, Director of Village Services |
| | Joel Roehrig | | Julie Rusch, Deputy Clerk-Treasurer |
| | Gretchen Scheidt | | |
| | Andy Williams | | |
- II. AGENDA APPROVAL.** Motion Nick Jaeger/Andy Williams to approve the agenda as posted; carried without negative vote.
- III. CITIZEN INPUT AND COMMUNICATIONS.** No one present offered input. Director Grunwald reported communications were received from the Town of Centerville regarding a rezoning and lot merger within the Village's extraterritorial platting jurisdiction; and an invitation from the Friends of Hika Bay to attend a tree planting on Saturday, April 30. President Stolzmann reported she had several inquiries regarding property maintenance; referred to Human Resources and Public Safety Committee.
- IV. DISTRICT ATTORNEY CLOSURE OF SHERIFF'S DEPARTMENT INVESTIGATION.** Director Grunwald read a letter from the Manitowoc County District Attorney to Village Attorney Katherine Reynolds stating the matter raised by Robert Spaulding and investigated by the Manitowoc County Sheriff's Department reflected communication issues but not criminal violations.
- V. MARCH 15, 2016, REGULAR MEETING MINUTES APPROVAL.** The minutes were held over to the April 19, 2016, Village Board meeting to allow Director Grunwald to add topics under citizen input.
- VI. CRAFT/RUMMAGE FAIR EVENT REGISTRATION, 08/06/16: CLEVELAND LIONS CLUB.** Staff recommended approval. Motion Andy Williams/Gretchen Scheidt to approve the Special Event Registration request submitted by the Cleveland Lions Club to hold a Craft/Rummage Fair at Dairyland Park on Saturday, August 6, 2016; carried without negative vote.
- VII. RETAIL CLASS "B" ALCOHOL LICENSE, 05/01/16 – 10/31/16: CLEVELAND ATHLETIC CLUB.** Staff recommended approval. Motion Nick Jaeger/John Ader to grant a retail Class "B" license to the Cleveland Athletic Club for the period May 1, 2016, through October 31, 2016, to allow the sale of fermented malt beverages at Veterans Park as stated in the application; carried without negative vote.
- VIII. VILLAGE ENGINEERING SERVICE PROVIDER: MSA PROFESSIONAL SERVICES.** The Public Works Committee recommended MSA Professional Services. Motion Joel Roehrig/Nick Jaeger to select MSA Professional Services as the preferred engineering services provider and directing staff to submit a contract with MSA for Board consideration; carried without negative vote.
- IX. FINANCIALS**
- A. MONTHLY VOUCHER REPORT.** Motion Nick Jaeger/Gretchen Scheidt to approve the March 2016 voucher report; carried without negative vote.
- B. PAYMENT SERVICES PROVIDER: PSN.** The Finance Committee recommended PSN. Motion Gretchen Scheidt/Nick Jaeger to select Payment Services Network, Inc., as the preferred payment services provider and directing staff to submit a contract with PSN for Board consideration; carried without negative vote. The Board considered and rejected pursuing an administrative or other fee to cover expenses incurred from offering alternative payment options to customers.
- C. VILLAGE IDENTIFICATION SIGN REPLACEMENTS: RLO SIGN.** The Public Works Committee recommended replacing and updating Village signs and graphics. The Finance Committee recommended funding the purchases with insurance proceeds and undesignated funds. Motion Gretchen Scheidt/John Ader to accept the quote from RLO Sign dated April 4, 2016, to replace Village identification signs and Village Hall signage at a total cost of \$13,940; carried without negative vote.

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- D. FEE SCHEDULE AMENDMENT: ACCESSORY STRUCTURE MODIFICATIONS.** The Finance Committee recommended approval. Motion Joel Roehrig/Nick Jaeger to amend the fee schedule to include a \$50 filing fee for accessory structure modification or waiver requests; carried without negative vote. [Resolution No. 2016-R-04]
 - E. GENERATOR MAINTENANCE ESTIMATES: CUMMINS NPOWER LLC.** The Public Works Committee recommended approval of both estimates. Motion Andy Williams/Nick Jaeger to approve Cummins nPower LLC estimates for maintenance of two Sewer Utility generators at a combined cost of \$6661.72; carried without negative vote.
 - F. SLURRY SEALING AGREEMENT: FAHRNER ASPHALT.** The Public Works Committee recommended approval. Motion Nick Jaeger/John Ader to approve the proposal submitted by Fahrner Asphalt Sealers to slurry seal E. Jefferson Avenue from Citrus Lane to the terminus, and Marshall Avenue from N. Westview Street to the terminus, at a combined cost of \$16,533; carried without negative vote. Director Grunwald will also engage Crack Filling Services to perform crack sealing in an amount not to exceed \$8000.
- X. STAFF AND COMMITTEE REPORTS.**
- A. POLICE DEPARTMENT.** Report on file. Chief Barber answered questions from the Board.
 - B. ADMINISTRATION.** Director Grunwald provided a verbal update on various projects and events.
 - C. FINANCE AND BUDGET COMMITTEE.** All items were on the agenda.
 - D. PLAN COMMISSION.** President Stolzmann reported the Commission approved an accessory structure modification request filed by Joseph and Candra Krause; removed a viewing platform and boardwalks from Hika Park concept planning and added two interpretive kiosks; and decided to hold the sign ordinance update until the new engineering firm was in place.
 - E. PUBLIC WORKS AND UTILITIES COMMITTEE.** Chair Williams reported the Committee discussed deer control (Village Board referral item); Chief Barber noted work continued on options. The Committee also took up water tower modifications, options for the Village Hall leased space and front door repairs, and held over discussion on a lab services RFP and holiday decorations.
- XI. ANNOUNCEMENTS AND EVENT REPORTS.**
- A. TUE APR 19** VILLAGE BOARD ORGANIZATIONAL MEETING, 7PM
 - B. WED APR 20.....** MANITOWOC COUNTY VILLAGE ASSN, FRANCIS CREEK. Trustees Ader and Jaeger will attend.
 - C. TUE MAY 3.....** MUNICIPAL COURT, 4:30PM
 - D. WED MAY 4** JOINT PLAN COMMISSION, LTC, 6PM
 - E. WED MAY 4** PLAN COMMISSION, LTC, AFTER JOINT PLAN COMMISSION
 - F. TUE MAY 17.....** VILLAGE BOARD, 7PM
 - G. AGENDA SUGGESTIONS AND REFERRALS.** The March 15 minutes will be added to the April 19 Village Board agenda. The Human Resources and Public Safety Committee will take up private property maintenance.
 - H. ANY OTHER ANNOUNCEMENTS/EVENTS.** President Stolzmann thanked Trustee Scheidt for her service.
- XII. ADJOURNMENT.** Motion Gretchen Scheidt/Nick Jaeger to adjourn; carried without negative vote. The meeting adjourned at 8:05pm.

Respectfully submitted,
Stacy Grunwald
Director of Village Services

Approved on 05/17/16