

**VILLAGE BOARD OF CLEVELAND, WISCONSIN
MONTHLY MEETING**

**TUESDAY, SEPTEMBER 18, 2018
7:00 PM – 9:16 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 7:00pm on Tuesday, September 18, 2018, at the Cleveland Village Hall, 1150 W. Washington Ave., Cleveland, Wisconsin.

Board Present: Kathy Stolzmann, Village President
John Ader
Jonalee DeNoble
Terry Gottsacker
Jacob Holzwart
Andy Williams
Louie Wilmot

Board Absent: None

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

- II. CITIZEN INPUT AND COMMUNICATIONS.** President Stolzmann reported she was working with a property owner who would be donating land to the Village with the understanding that it could be sold to support projects at Hika Park. Director Grunwald reported the Public Service Commission sent notice they were accepting comments on an application from Two Creeks Solar LLC for a solar electric generation facility. The project as proposed would encompass 1300 acres of primarily agricultural land.

- III. AUGUST 21, 2018, MEETING MINUTES.** Motion DeNoble/Gottsacker to approve the minutes of the August 21, 2018, regular meeting; carried without negative vote.

IV. CERTIFIED SURVEY MAP

A. ELAINE ORTH, 9208 NORTH AVE, TOWN OF CENTERVILLE. The Village Board reviewed the Plan Commission's findings and recommendation for denial. Motion Holzwart/Ader to adopt the Plan Commission's findings and deny the application and Certified Survey Map submitted by the Francis J. and Elaine M. Orth Trust to separate an existing house and shed from farmland at 9208 North Ave., Town of Centerville [Parcel No. 002-019-016-001.00]; carried without negative vote.

B. DANIEL DeBRUIN, 7329 CEDAR VIEW RD, TOWN OF CENTERVILLE. The Village Board reviewed the Plan Commission's findings and recommendation for conditional approval. Staff reported the Town of Centerville had provided a written determination stating the proposed land division conformed to the regulations of the A-3 *Exclusive Agricultural District*. Receipt of the determination had been recommended by the Plan Commission. Motion Ader/Williams to adopt the findings of the Plan Commission and approve the application and Certified Survey Map submitted by Daniel DeBruin to transfer a portion of his unplatted lands to the parcel located at 7325 Cedar View Road [Parcel No. 002-016-009-003.00], for the purpose of increasing the size of that lot, with the condition the Manitowoc County Planning and Zoning Department finds the original Certified Survey Map to be in conformity with Ch. 236, Wis. Stats., or the applicant provides a replacement second page that conforms to Ch. 236, Wis. Stats. Motion carried without negative vote.

- V. HIKA PARK MAP AMENDMENT: WEST KIOSK LOCATION.** The Plan Commission recommended the map amendment. Motion DeNoble/Williams to amend the Hika Park Master Site Plan to change the location of the kiosk to the Centerville Creek walking path entrance located south and west of the south curve of Franklin Dr.; carried without negative vote.

VI. CONTRACTS AND AGREEMENTS

- A. AMENDMENT NO. 1 FOR COMPREHENSIVE PLAN UPDATE: BAY-LAKE RPC.** The original contract to complete the 10-year update of the Comprehensive Plan expired April 30, 2018. Motion Wilmot/Gottsacker to extend the contract termination date to March 31, 2019, and approve Amendment No. 1 to the Contract for Professional Services Between the Bay-Lake Regional Planning Commission and Village of Cleveland; carried without negative vote.
- B. LIABILITY, PROPERTY, CRIME, WORKERS COMP POLICY RENEWAL: LEAGUE INS.** Director Grunwald reported MPIC, the property carrier, had completed a walk-through of Village properties and adjusted values as appropriate. The increase to renew the bundle of League Insurance policies was 3.3%. Motion Holzwart/DeNoble to approve the proposal submitted by the McClone agency to renew the liability, auto, property, crime and workers compensation coverages; carried without negative vote.

- VII. OPERATOR'S LICENSE.** Staff recommended approval. Motion Ader/Williams to grant an Operator's License to Cory Schmidt through the period ending June 30, 2019; carried without negative vote.

VIII. FINANCIALS

- A. MONTHLY VOUCHER LIST.** The Finance Committee recommended approval. Motion Williams/Wilmot to approve the August 2018 voucher list; carried without negative vote.
- B. YEAR 2018 BUDGET AMENDMENT: SQUAD PURCHASE.** The Finance Committee recommended approval. Motion Ader/Gottsacker to amend the General Fund Budget to transfer \$26,000 from undesignated funds to purchase a 2019 Dodge Charger Police AWD vehicle and capture savings of \$15,000; carried without negative vote. [Resolution No. 2018-R-04]
- C. YEAR 2019 REVENUE INFORMATION, INCLUDING TARGET TAX LEVY.** Director Grunwald reported the levy limit base for 2019 would increase \$2,457. She noted the Village Board needed to address the abated special assessment revenue and asked them to consider an appropriate debt levy increase to offset some of the shortfall.
- D. GRANT AND DEBT FINANCING OPTIONS FOR PROJECTS; SPECIAL ASSESSMENTS.** The Board was informed that much of the street project grant revenue required certain conditions, such as a utility component. One of the larger grants would require the Village to forego collecting special assessments; to accept the grant, the Village would need to tax at a higher rate to make up the difference between the grant amount and assessment revenue.

- IX. ELECTION REGISTRATION OFFICIAL.** Motion Holzwart/Wilmot to approve the appointment of Danielle LaLonde as an Election Registration Official through term ending December 31, 2019; carried without negative vote.

- X. REPORT ON ITEMS REFERRED TO COMMITTEE: BUILDING INSPECTION SERVICES.** Review of the agreement with SAFEbuilt was in process.

XI. STAFF AND COMMITTEE REPORTS.

- A. POLICE DEPARTMENT.** Report on file.
- B. ADMINISTRATION.** Building permit report on file. Director Grunwald reviewed the status of various projects and answered questions from the Board.
- C. PLAN COMMISSION, 08/28/18, 09/05/18.** President Stolzmann reported the Commission continued work on the Comprehensive Plan update and held a Joint Plan Commission meeting with the Town of Centerville Planning and Zoning Commission. The main topics were water quality and Manitowoc County's LiDAR mapping program.
- D. FINANCE AND BUDGET COMMITTEE, 09/11/18.** Chair Ader reported the Committee issued letters to Expedite Development LLC related to penalties and compliance issues under the Development Agreements; and discussed various capital outlays for the 2019 budget.

XII. ANNOUNCEMENTS AND EVENT REPORTS.

- A. MON SEP 24 PUBLIC WORKS AND UTILITIES COMMITTEE, 7:00PM.** Cancelled.
- B. TUE OCT 2 MUNICIPAL COURT, 4:30PM**
- C. WED OCT 3 PLAN COMMISSION, 7:00PM**
- D. THU OCT 4 HUMAN RESOURCES AND PUBLIC SAFETY COMMITTEE, 7:00PM**
- E. TUE OCT 9 COMMITTEE OF THE WHOLE, 7:00PM, LTC**
- F. WED OCT 10 PLAN COMMISSION SPECIAL MEETING re COMP PLAN, 7:00PM**

- G. TUE OCT 16 VILLAGE BOARD, 7:00PM**
- H. WED OCT 17 MANITOWOC CO VILLAGE ASSN, VLG OF WHITELAW, 6:30PM.**
President Stolzmann, Trustee Williams, and Chief Barber cannot attend. Trustees Ader, Holzwart and Wilmot will attend. Director Grunwald noted Cleveland will host the January 2019 meeting.
- I. ANY OTHER ANNOUNCEMENTS/EVENTS.** (1) Trustees were asked to turn in their meeting pay green sheets. (2) The Board was reminded that Village email accounts should not be accessed after 5pm on Friday, September 28, through 7am the following Monday. The Trustees asked her to contact the technician and see if he couldn't shut down the emails at the current server instead.

XIII. CLOSED SESSION

- A. CONVENE IN CLOSED SESSION.** Motion Stolzmann/Wilmot to convene in closed session pursuant to Sec. 19.85(1)(c), Wis. Stats. to consider the compensation and performance evaluation data of the Chief of Police and Director of Village Services. Roll call—all ayes. Motion carried.
Staff was excused from the meeting and President Stolzmann assumed responsibility for the minutes.
- B. RECONVENE IN OPEN SESSION PURSUANT TO SEC. 19.85(2), WIS. STATS., IF NEEDED.** The Board did not reconvene in open session.
- C. POSSIBLE ACTION ON MATTERS DISCUSSED IN CLOSED SESSION.** The Board did not reconvene in open session.

- XIV. ADJOURNMENT.** Motion Williams/DeNoble to adjourn; carried without negative vote. The meeting adjourned at 9:16pm.

Respectfully submitted,

/S/ Stacy Grunwald

Stacy Grunwald
Director of Village Services

Approved on 10/16/2018