

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

TUESDAY, SEPTEMBER 17, 2019

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 6:01pm on Tuesday, September 17, 2019, at the Cleveland Village Hall, 1150 W. Washington Ave., Cleveland, Wisconsin.

Board Present: Kathy Stolzmann, Village President
John Ader (arrived 7:10pm)
Jason Berdyck (arrived 6:43pm)
Jonalee DeNoble
Jacob Holzwart
Andy Williams
Louis Wilmot

Board Absent: None

Staff Present: Timothy Barber, Chief of Police (left 7:03pm)
Stacy Grunwald, Director of Public Works (left 7:03pm)
Julie Rusch, Deputy Clerk-Treasurer (left 7:03pm)

Motion Williams/DeNoble to approve the agenda as posted; carried without negative vote.

- II. CITIZEN INPUT AND COMMUNICATIONS.** No one was present to offer input; no communications were reported.

- III. AUGUST 20, 2019, MEETING MINUTES.** Motion Williams/DeNoble to approve the minutes of the August 20, 2019, meeting; carried without negative vote.

IV. 20-YEAR COMPREHENSIVE PLAN

- A. PLAN COMMISSION RECOMMENDATION AND STAFF REPORT.** The Plan Commission recommended approval with a request the kiosk photo on page 23 be changed. Director Grunwald provided a brief report.
- B. PUBLIC HEARING.** President Stolzmann opened the floor for the public hearing. There being no one present or written comments, submitted, the floor was closed.
- C. DISCUSSION/ACTION.** Motion DeNoble/Holzwart to approve Ordinance No. 2019-O-11 An Ordinance to Adopt the 20-Year Comprehensive Plan and direct staff to change the kiosk photo on page 23; carried without negative vote.

V. FINANCIALS

- A. MONTHLY VOUCHER REPORT.** Motion Williams/Holzwart to approve the August 2019 voucher report; carried without negative vote.
- B. VFW CLUBHOUSE RENTAL FEE REQUEST: EAST WIND GARDEN CLUB.** The Finance Committee recommended approval. Motion Holzwart/DeNoble to waive the VFW Clubhouse fee for the October 12, 2019, rental by the East Wind Garden Club to host a children's Halloween/Fall craft event; carried without negative vote. The Board noted submittal of the refundable security deposit was required.

- VI. LICENSING AND PERMITS: AMPLIFIED SOUND REQUEST.** Motion Williams/Holzwart to approve the Amplified Sound Request submitted by Patricia Rehme for the period 4pm-10:30pm on Saturday, September 28, 2019, at the VFW Clubhouse; carried without negative vote.

VII. PLANS AND MAPS

- A. SITE DEVELOPMENT PLAN: KJB INDUSTRIAL LLC, LOT 12, N. MAPLE ST.** The Plan Commission recommended conditional approval. Motion DeNoble/Wilmot to adopt the Plan Commission's findings and approve the Site Development Plan submitted by KJB Industrial Properties LLC/Kevin Barclay, Sole Member, to construct within the terms of the application an industrial building on Lot 12, N. Maple St., Parkview Subdivision, Cleveland, with the condition that the parking area is paved within 2 years from the date the first Certificate of Occupancy is issued or the Building Inspector otherwise deems one unit ready for occupancy. Motion carried without negative vote.
- B. CERTIFIED SURVEY MAP: J BRENDEL/T SCHROEDER, 1151 FRANKLIN DR.** The Plan Commission recommended approval. Motion Williams/Holzwart to adopt the Plan Commission's findings and approve the Certified Survey Map filed by Justin Brendel to merge the four parcels at 1151 Franklin Dr. for the purpose of removing the interior lot lines and creating one buildable parcel; carried without negative vote. [Resolution No. 2019-R-11]
- C. DAIRYLAND PARK MASTER PLAN AMENDMENT: SHELTER EXPANSION.** The Plan Commission recommended approval. Motion Wilmot/Williams to adopt the Plan Commission's findings and amend the 1997 Dairyland Park Park Site Master Plan to allow an 18' x 24' addition to the north end of the existing shelter; carried without negative vote. [Resolution No. 2019-R-12]

VIII. CONTRACTS AND AGREEMENTS

- A. SNOW REMOVAL AGREEMENT AMENDMENT: WAGNER EXCAVATING, INC.** The Public Works Committee recommended approval. Motion Holzwart/DeNoble to approve Addendum No. 3 to the Agreement Between Village of Cleveland and Wagner Excavating, Inc., for Snow and Ice Removal Services; carried without negative vote.
- B. 2019-20 HEALTH INSURANCE: WEA TRUST.** The employee health insurance policy renewal reflected a premium expense change of +4.3% from the current year. The Human Resources and Public Safety Committee recommended approval. Motion DeNoble/Holzwart to approve the proposal submitted by Hub International (insurance carrier: WEA Trust) to renew employee health insurance for the period November 1, 2019, through October 31, 2020; carried without negative vote.
- C. 2020 HEALTH REIMBURSEMENT ARRANGEMENT: EMPLOYEE BENEFITS CORP.** The Human Resources and Public Safety Committee recommended approval. Motion Williams/DeNoble to renew without change the Health Reimbursement Arrangement with Employee Benefits Corporation; carried without negative vote.
- D. 2019-20 PROPERTY, LIABILITY, AND WORKERS COMP INSURANCE: McCLONE.** The policy package reflected a premium expense change of -0.01% from the current year. The Human Resources and Public Safety Committee recommended approval. Motion DeNoble/Holzwart to approve the proposal submitted by McClone (insurance carriers: League of Wisconsin Municipalities Mutual Insurance, MPIC, and CNA) to renew property, liability, and workers compensation insurance for the period October 1, 2019, through October 1, 2020; carried without negative vote.
- E. LISTING SERVICES AGREEMENT RENEWAL: HERITAGE REAL ESTATE INC.** Heritage Real Estate submitted a one-year amendment to renew the contract originally approved in 2014. The Finance and Budget Committee recommended denial to allow the Village to consider how it would proceed with these lots and the property donated to the Village. The listing agreement with Heritage for the lot at 1039 N. Linden St. would continue through its expiration September 30, 2020. By that date, the Village would have a plan for listing all of its available properties. Motion Holzwart/Williams to deny the request from Heritage Real Estate to extend the 2014 listing contract for properties formerly in Tax Increment District No. 1; carried without negative vote.
- F. SCADA TASK ORDER AMENDMENT NO. 1: MSA PROFESSIONAL ENGINEERS.** MSA reduced its initial amendment request by 25%, to \$9000. The Finance and Budget Committee recommended approval. Motion Williams/Holzwart to approve Amendment No. 1 to the Task Order for SCADA RFP Development and Implementation in the amount of \$9000; carried without negative vote.
- G. PROPOSALS FOR PUBLIC WORKS FACILITY SITE SELECTION AND DESIGN, AND WASTEWATER LIFT STATION SECURITY DESIGN**
- 1. STAFF REPORT AND OVERVIEW OF SUBMITTALS.** Director Grunwald reviewed the scope of work for the three proposals considered by the Plan Commission.
 - 2. PLAN COMMISSION REPORT AND RECOMMENDATION.** President Stolzmann summarized the Plan Commission's discussion and reasons for recommending the proposal submitted by Barrientos.
 - 3. PROPOSAL SELECTION.** Motion Williams/Wilmot to accept the proposal submitted by Barrientos Design & Consulting to assist with Public Works garage facility site selection and preliminary design; carried without negative vote.
 - 4. AGREEMENT APPROVAL.** Motion Holzwart/DeNoble to approve the agreement with Barrientos Design & Consulting as submitted; carried without negative vote.

IX. COMMITTEE REFERRALS RETURNED TO BOARD FOR REPORT ONLY

- A. REQUEST TO AMEND CONTRACT FOR LOT PURCHASE: JASON BERDYCK**
- B. VFW CLUBHOUSE RENTAL FEE REQUEST: THOMAS ERDMANN**
- C. REQUEST TO ALLOW BEEKEEPING IN THE VILLAGE: LOGAN TRAVIS**

President Stolzmann reported the Finance and Budget Committee had insufficient grounds to reopen the contract with Jason Berdyck and consider a price reduction for a portion of the lot at 1039 N. Linden St. Also, the request submitted by Mr. Thomas Erdmann for use of the VFW Clubhouse under an alternative fee structure was considered withdrawn as it was not followed by the required written request. Lastly, the Human Resources and Public Safety Committee was sympathetic to concerns with falling bee populations, but determined the ban on beekeeping in the Village should continue due to limited staffing for enforcement of a bee permitting program and safety concerns for residents and visitors with bee allergies.

X. STAFF, COMMITTEE, AND REFERRAL REPORTS.

- A. POLICE DEPARTMENT.** Report on file. Chief Barber answered Board questions and noted "Walk to School" was scheduled for October 9, 2019.
- B. ADMINISTRATION.** Director Grunwald answered questions and provided updates on the proposals for the Hika Park Master Plan Update, recent water main break on W. Madison Ave., and upcoming meetings with MSA regarding engineering services and Barrientos to start work on the facility site selection and design.
- C. PUBLIC WORKS AND UTILITIES COMMITTEE, 08/26/19.** Chair Williams provided an update on the SCADA project and need to replace the cathodic protection system at the Westview lift station.
- D. HUMAN RESOURCES AND PUBLIC SAFETY, 09/05/19.** Chair Holzwart reported the committee considered an employee request for clarification on the Village's callout policy; the manager's interpretation was consistent with the Committee's understanding of intent. He, President Stolzmann and Director Grunwald had a meeting with Cleveland Fire Dept. leadership and discussed options for creation of committed funds and long-term capital purchases.
- E. PLAN COMMISSION, 09/04/19.** Reported under Item X.B.
- F. FINANCE AND BUDGET COMMITTEE, 09/10/19.** President Stolzmann reported information was being provided to the Village Attorney to draft a late charge policy.

XI. ANNOUNCEMENTS AND EVENT REPORTS.

- A. MON SEP 23..... PUBLIC WORKS AND UTILITIES COMMITTEE, 6PM**
- B. WED OCT 2..... PLAN COMMISSION, 6PM**
- C. THU OCT 3 HUMAN RESOURCES AND PUBLIC SAFETY COMMITTEE, 6PM**
- D. TUE OCT 8..... MUNICIPAL COURT, 4:30PM**
- E. TUE OCT 8..... COMMITTEE OF THE WHOLE, 6PM**
- F. TUE OCT 15..... VILLAGE BOARD, 6PM.** Trustee DeNoble is unable to attend.
- G. WED OCT 16..... MANITOWOC CO VILLAGE ASSN, KELLNERSVILLE, 6:30PM.** Trustees Berdyck, Holzward, and Williams will attend. Trustees DeNoble and Wilmot will not attend.
- H. TUE OCT 22..... COMMITTEE OF THE WHOLE, 6PM**
- I. SUN OCT 27 TRICK-OR-TREAT, 4PM-6PM**
- J. TUE OCT 29..... COMMITTEE OF THE WHOLE, 6PM**
- K. TUE NOV 19..... YEAR 2020 BUDGET HEARING, 6PM**
- L. ANY OTHER ANNOUNCEMENTS/EVENTS.** President Stolzmann reminded the Board to turn in their Quarter 3 green sheets for payroll.

XII. CONVENE IN CLOSED SESSION pursuant to Sec. 19.81(c), Wis. Stats., to consider the compensation of Village employees over which the Village Board has jurisdiction. Motion Stolzmann/Holzward to convene in closed session pursuant to Sec. 19.81 (c), Wis. Stats., to consider the compensation of Village employees over which the Village Board has jurisdiction. Roll call—all ayes. Motion carried.

Staff was excused from the meeting. President Stolzmann assumed responsibility for the minutes for the remainder of the meeting.

[All staff left the meeting—7:03pm; Trustee Ader joined the meeting—7:10pm]

Board discussed wages and performance for managers and agreed by consensus to the percentage wages for each.

XIII. RECONVENE IN OPEN SESSION pursuant to Sec. 19.82, Wis. Stats. to act on items 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 8:15pm.

Respectfully submitted,

/S/ Stacy Grunwald

Stacy Grunwald
Village Clerk-Treasurer

Approved on 10/15/2019