

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

TUESDAY, MARCH 31, 2020

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 6:02pm on Tuesday, March 31, 2020, by video conference at the following link: <https://global.gotomeeting.com/join/814033533>. All those present attended remotely, other than Director Grunwald, who participated from the publicly-accessible meeting room at the Cleveland Village Hall, 1150 W. Washington Ave., Cleveland, Wisconsin.

Board Present: Kathy Stolzmann, Village President
John Ader
Jason Berdyck
Jonalee DeNoble
Jake Holzwart
Andy Williams
Louis Wilmot

Board Absent: None

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

Motion Berdyck/Holzwart to approve the agenda as posted; carried without negative vote.

- II. CITIZEN INPUT AND COMMUNICATIONS, including POSSIBLE COMMITTEE REFERRAL for USE OF VILLAGE HALL AS A REST STOP, 07/11/2020: SALVATION ARMY.** No one was present to offer input. The Salvation Army request was referred to the Public Works and Utilities Committee.

- III. FEBRUARY 25, 2020, MEETING MINUTES.** Motion DeNoble/Wilmot to approve the minutes of the February 25, 2020, meeting; carried without negative vote.

IV. FINANCIALS

- A. MONTHLY VOUCHER REPORT.** Motion Williams/Ader to approve the February 2020 voucher report; carried without negative vote.
- B. UNLAWFUL TAX CLAIM: MID-STATE AMUSEMENT GAMES LLC.** Chair Ader reported the Finance Committee recommended the Board disallow the claim on the basis that (1) Midstate failed to file a Statement of Personal Property with the Village Assessor as required by law; (2) Midstate did not respond to the Village Assessor's notice that a doomsday assessment was applied to the property; (3) Midstate had the opportunity to dispute the reported value of the property at Board of Review; and (4) Midstate failed to provide timely notice that its personal property was no longer located within the Village on January 1, 2019. Motion Wilmot/Holzwart to deny the unlawful tax claim submitted by Mid-State Amusement Games LLC based on the Finance Committee's findings; carried without negative vote.
- C. BID AWARD FOR RECONSTRUCTION OF LINDEN ST BRIDGE.** The Village received two bids to reconstruct the Linden St. Bridge. Motion Ader/Williams to accept the Village Engineer's recommendation and award the bid to Pheifer Brothers Construction in the bid amount of \$310,089.96; carried without negative vote.

V. COVID-19 RESPONSE

- A. IDENTIFICATION OF ESSENTIAL SERVICES.** The Village Board identified all local governmental functions as essential services.
- B. VILLAGE HALL PUBLIC ACCESS AND EMPLOYEE WORK SCHEDULES.** The Village Board directed the Department Managers to proceed as far as practicable to protect staff by limiting exposures with the public and each other. Village Hall is to remain closed unless a remote option is unavailable or inexpedient. The Managers are authorized to reduce support staff work hours, stagger work hours, and allow telework to implement this policy.
- C. IMPLEMENTATION OF EMERGENCY CLOSURE POLICY.** The Village's policy states time off from scheduled work due to an emergency closure is unpaid. Pending and recently-enacted legislation provides additional funds for unemployment and loss-of-work wage expenses.
- D. YARD WASTE SITE HOURS.** The yard waste site will open April 1 as scheduled. Staff is directed to monitor the site for issues.
- E. SPRING ELECTION PLANNING.** Director Grunwald reviewed some of the steps that will be taken to protect the public and poll workers during the Spring Election. She was in need of additional workers due to many members of the current pool being unavailable.

VI. EMPLOYEE HANDBOOK

- A. ON-CALL COMPENSATION POLICY AMENDMENT (SEC. 507).** The Human Resources Committee recommended softening the on-call compensation requirements to allow more discretion for the managers. The Committee noted there may be unusual circumstances where an employee needs to be absent from work a short window during regular work hours, when there is another employee available to cover emergency pages. Under current policy, the employee would lose the on-call compensation since he or she had not been engaged the 'full' 7 or 5 days. Motion Holzwart/Wilmot to amend Sec. 507 Overtime and Compensatory Time, Employee Handbook, to pay \$120 for every 7 consecutive days spent on-call, or \$80 for every consecutive Monday through Friday; carried without negative vote.
- B. EMERGENCY CLOSURES (SEC. 510).** No changes were needed.

VII. REPORTS ON REFERRALS TO COMMITTEES

- A. VILLAGE REALTOR SELECTION PROCESS.** In process in Finance Committee.
- B. SEASONAL STREET BANNER LOCATIONS.** In process in Public Works Committee.
- C. REQUEST TO REPEAL ORDINANCE 2019-O-07 *Tourist and Transient Guest Housing License Ordinance of the Village of Cleveland, Wisconsin.*** President Stolzmann and Chair Holzwart reported the Human Resources and Public Safety Committee did not bring forward any changes to the ordinance. The format had gone through multiple public input sessions, formal and informal public hearings, and the Plan Commission, HR Committee, Finance Committee, and Village Board. It had not been sufficiently tested to make changes.

XII. STAFF REPORTS.

- A. POLICE DEPARTMENT.** Chief Barber reported the Department has not had any COVID-19 calls.
- B. ADMINISTRATION.** Director Grunwald reported on building permits, two certified survey maps in process, and the possible sale of the former agricultural cooperative properties.

XIII. ANNOUNCEMENTS AND EVENT REPORTS.

- A. WED APR 1..... PLAN COMMISSION, 6PM**
- B. THU APR 2..... HUMAN RESOURCES AND PUBLIC SAFETY COMMITTEE, 6PM**
- C. TUE APR 7 SPRING ELECTION**
- D. TUE APR 14 VILLAGE BOARD, 6PM (Last Regular Meeting of Term)**
- E. TUE APR 21 VILLAGE BOARD ORGANIZATIONAL MEETING, 6PM**
- F. ANY OTHER ANNOUNCEMENTS/EVENTS.** None.

XIV. ADJOURNMENT. Motion Ader/Wilmot to adjourn; carried without negative vote. The meeting adjourned at 8:01pm.

Respectfully submitted,

/S/ Stacy Grunwald
Stacy Grunwald
Director of Village Services

Approved on 5/19/20