

VILLAGE BOARD OF CLEVELAND, WISCONSIN
--ORGANIZATIONAL MEETING--
TUESDAY, APRIL 21, 2020

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 6:05pm on Tuesday, April 21, 2020, by video conference at the following link: <https://global.gotomeeting.com/join/561929085>. 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 (arrived during Item VI due to connection issues)
Jason Berdyck
Jonalee DeNoble
Albert Forner (arrived during Item VI due to connection issues)
Jake Holzwart
Louis Wilmot

Board Absent: None

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

II. PRESIDENT'S APPOINTMENTS REQUIRING BOARD APPROVAL

A. PRESIDENT'S APPOINTMENTS

- 1. VILLAGE ASSESSOR.** Accurate Appraisal LLC: June 1, 2020—May 31, 2022.
- 2. VILLAGE ATTORNEY.** Atty. Katherine M. Reynolds of Michael, Best & Friedrich: May 1, 2020—April 30, 2021.
- 3. BUILDING INSPECTORS.** Employees G. Jane Drager and Michael Ziereis, for an indefinite term, beginning April 19, 2020.
- 4. WEED COMMISSIONERS.** Employees William Hibbard and Christopher Jost: May 1, 2020—April 30, 2021.
- 5. BOARD OF APPEALS; DESIGNATE FIRST AND SECOND ALTERNATES AND CHAIR.** Larry Perronne and Jessi Holzwart: April 21, 2020—April 17, 2023. Larry Perronne, Chair; Daniel Bruckschen, First Alternate; and Jessi Holzwart, Second Alternate: April 21, 2020—April 19, 2021.
- 6. BOARD OF REVIEW; DESIGNATE CHAIR.** Jake Holzwart, Chair; Kathy Stolzmann, Member; Jonalee DeNoble, Member; John Ader, First Alternate; and Jason Berdyck, Second Alternate: April 21, 2020—April 19, 2021. The Clerk-Treasurer serves as the Board clerk.
- 7. FINANCE AND BUDGET COMMITTEE; DESIGNATE CHAIR.** John Ader, Chair; Al Forner, Secretary; and Jake Holzwart, Member: April 21, 2020—April 19, 2021.
- 8. HUMAN RESOURCES AND PUBLIC SAFETY COMMITTEE; DESIGNATE CHAIR.** Jake Holzwart, Chair; Jonalee DeNoble, Secretary; and Louis Wilmot, Member: April 21, 2020—April 19, 2021.
- 9. PUBLIC WORKS AND UTILITIES COMMITTEE; DESIGNATE CHAIR.** Jason Berdyck, Chair; Louis Wilmot, Secretary; and John Ader, Member: April 21, 2020—April 19, 2021.
- 10. INSURANCE COMMITTEE.** By ordinance, the Chairs of the other standing committees comprise the members of the Insurance Committee. Therefore: April 21, 2020—April 19, 2021: John Ader, Jason Berdyck, and Jake Holzwart.
- 11. PLAN COMMISSION; DESIGNATE CHAIR.** John Ader and Albert Forner: April 21, 2020—April 19, 2021. Joe Krause and Fred Sohn: April 21, 2020—April 18, 2022. Richard Opie, Chair: April 21, 2020—April 19, 2021.

B. CONFIRMATION OF APPOINTMENTS BY VILLAGE BOARD. Motion DeNoble/Wilmot to confirm President Stolzmann's appointments: carried without negative vote.

C. ADMINISTRATION OF APPOINTEE OATHS OF OFFICE. No appointees were present.

III. PRESIDENT'S APPOINTMENTS

- A. FIRST AND SECOND ALTERNATES TO EMERGENCY GOVERNMENT COMMITTEE.** Louis Wilmot, First Alternate, and Jason Berdyck, Second Alternate: April 21, 2020—April 19, 2021.
- B. INSURANCE COMMITTEE CHAIR.** Jake Holzwart: April 21, 2020—April 19, 2021.

IV. ESTABLISH OR CONFIRM MEETINGS AND EVENTS

- A. PLAN COMMISSION: WEDNESDAY, MAY 6, 6PM**
- B. BOARD OF REVIEW (Meet and Adjourn): TUESDAY, MAY 19, 6PM**
- C. VILLAGE BOARD: TUESDAY, MAY 19, IMMEDIATELY FOLLOWING BD OF REVIEW**
- D. OPEN BOOK TO MEET WITH ASSESSOR: TBD.** Monday, July 13, 2020, 4:30pm-6:00pm. Board of Review members are not required to attend.

- E. BOARD OF REVIEW: TBD.** Wednesday, July 29, 2020, 5:00pm-7:00pm.
- F. STANDING COMMITTEE MEETING SCHEDULE.** [Discussed after Item IV.H.] Finance and Budget Committee: May 13. Human Resources and Public Safety, May 7. Public Works and Utilities, May 11. A 12-month calendar will be prepared for each Committee's adoption at the first meeting of the term.
- G. SCHEDULE BOARD OF REVIEW TRAINING.** State law requires one member of the Board of Review to be certified; the Wisconsin Department of Revenue recommends training at least two members. The Board opted to share the DVD and train individually.
- H. LOCAL GOVERNMENT 101 WEBINARS.** The League of Wisconsin Municipalities annually hosts training for new and continuing government officials on the basics of Board and Council member responsibilities. Due to COVID-19, this will be held as a webinar this year. Board members who wish to attend should notify the Clerk's Office for registration and so the proper public notice can be posted.

[Trustee Ader joined the meeting—6:18pm. Trustee Forner joined the meeting—6:20pm]

- I. OTHER MEETINGS OR EVENTS.** None.
- V. OPEN MEETING LAW AND PUBLIC RECORDS RESPONSIBILITIES.** The Board reviewed two handouts on Open Meeting Law and Public Records.
- VI. POLICY FOR COMMITTEE CHAIR AND SECRETARY RESPONSIBILITIES.** The Board reviewed the Village Board's policy for Chair and Secretary responsibilities.
- VII. POLICY FOR USE OF CONSULTANTS.** The Board reviewed its policy for use of staff and consultants when needing information or direction.
- VIII. VILLAGE PRESIDENT'S COMMENTS.** President Stolzmann thanked the Trustees, staff and their families for the time they were investing in the Village. She noted the members may not all agree, but they were respectful and listened to each other. She looked forward to the upcoming year and encouraged any Trustees with questions, to ask. She encouraged them to make appointments with staff to ensure everyone's time was used efficiently.
- IX. ANNOUNCEMENTS.** The Board's policy for mailbox access and responsibilities had been distributed in the packets.
- X. ADJOURNMENT.** Motion Ader/DeNoble to adjourn: carried without negative vote. The meeting adjourned at 6:50pm.

Respectfully submitted,

/S/ Stacy Grunwald
Stacy Grunwald
Director of Village Services

Approved on 5/19/20