

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

TUESDAY, MAY 18, 2021

MINUTES

- I. CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL/AGENDA APPROVAL.** Village President Jake Holzwart called the meeting to order at 6:04pm on Tuesday, May 18, 2021. All attended remotely via <https://global.gotomeeting.com/join/850651293>, except Director of Village Services Stacy Grunwald participated virtually from the publicly-accessible meeting room at the Cleveland Village Hall, 1150 W. Washington Ave., Cleveland, Wisconsin.

Board Present: Jake Holzwart, President
John Ader
Jason Berdyck
Jonalee DeNoble
Al Forner (arrived 6:22pm, during Item IV)
Louis Wilmot

Board Absent: None

Staff Present: Timothy Barber, Chief of Police (arrived 6:08pm, during Item III)
Stacy Grunwald, Director of Village Services

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

- II. CITIZEN INPUT AND COMMUNICATIONS.** Chair Holzwart reported that a Meadowbrook Dr. resident contacted the Village with concerns over a high arsenic test result in his tap water. After a series of email discussions that included Trustee Berdyck and Director Grunwald, the results of the second sample determined the arsenic level from the tap was consistent with the arsenic reported in the Village's test results. Director Grunwald reported the Village received its recycling grant payment and a \$4477 dividend check (budget was \$3500) from the League of Wisconsin Municipalities Mutual Insurance.

III. MEMORIAL REQUESTS

- A. DAIRYLAND PARK MEMORIAL REQUEST: Cleveland Lions Club.** The Lions Club requested approval to install a flagpole approximately 25 feet west of the pavilion to honor members who had passed. The Plan Commission recommended the park plan be amended for this project, after confirmation the installation was supported by the Lions Club as a whole. Club support was verified by staff after the Commission meeting.
- B. VETERANS PARK MEMORIAL REQUEST: Romelda Albright.** Romelda Albright requested approval to install a memorial tree and stone southwest of the grandstand in honor of her husband Paul Albright, who was a committed volunteer and local business owner who sponsored many Cleveland teams and events. The Plan Commission recommended the park plan be amended for this project, provided the Albright family indicates the purpose for the tree in that location and the Cleveland Athletic Club had no objection to the location. Staff reported the family would install the tree in any location not adverse to the tree's health, and the Athletic Club confirmed it had no objection to the family's chosen location.

Motion Wilmot/Berdyck to amend the Dairyland Park Park Site Master Plan to allow installation of a 25-foot aluminum flagpole with an internal halyard to be located approximately 21 feet west of the Dairyland Park shelter; and amend the Veteran's Memorial Park Park Site Master Plan to allow installation of a 12-foot tall, 2-inch diameter Autumn Blaze Maple tree to be located along the south side of the Wildcats Field grandstand. Motion carried without negative vote.

- IV. SITE DEVELOPMENT PLAN: Lakeshore Technical College.** Staff summarized the application submitted by Lakeshore Technical College to construct a (1) 72' x 30' greenhouse, (2) 45' x 24' hoop house, (3) 12' wide gravel drive extending from the private driveway for greenhouse and hoop house access, and a (4) landscape construction lab area of unstated dimension. The Plan Commission recommended approval based on the following findings:

1. The amendment conformed to the zoning ordinance purposes and regulations, provided additional information is supplied by the applicant with regard to lighting, signage, grading, erosion control, and stormwater.
2. The amendment comported to the 20-Year Comprehensive Plan and the Official Map.

Motion Wilmot/Ader to approve the Site Development Plan amendment to allow Lakeshore Technical College to install a 48' x 24' hoop house and 72' x 30' greenhouse with gravel driveway per the terms of its application, with the following requirements:

1. The building permit must be requested and issued within 12 months of site development plan approval, or this approval shall be withdrawn and the applicant must reapply to the Village as if requesting a new project.
2. All lighting shall utilize downward-projecting fixtures.
3. Applicant shall receive a permit prior to installation of any signage that is subject to the regulations of the Sign Ordinance.
4. Grading, erosion control, and stormwater plans acceptable to staff shall be submitted prior to approval of any building permits.

Motion carried without negative vote.

V. COVID-19: VILLAGE HALL and PARK/VFW OPERATIONS AND RESTRICTIONS

A. ELIMINATION OF COVID-19 PLAN REQUIREMENTS FOR PARK/VFW USE.

B. RELAXATION OF INTERNAL MASK REQUIREMENTS FOR VILLAGE STAFF.

Based on the recommendations of the Human Resources and Public Safety Committee, motion Ader/Berdyck to return park and VFW reservations to the pre-pandemic procedures, including elimination of the requirement to submit COVID-19 management plans for Village review; and removing the requirement for employees to wear masks when working more than six feet apart or when using a Plexiglas barrier or other protective equipment. Motion carried without negative vote. With the expectation of insufficient HR Committee members to hold a meeting, the Board decided to take up further discussion on COVID-related requirements at its next monthly meeting.

VI. STAFF RECOMMENDATION TO DEFER 2021 STREET PROJECTS TO 2022. Staff reported several issues have arisen which have delayed issuance of the bid request for the 2021 street projects. These include right-of-way concerns, an incorrect legal description on an easement, and wetland delineations. Resolution would take the process easily into June, which was late in the construction season. The Board was also concerned with the impact on pricing. After discussion, motion Berdyck/DeNoble to defer the Beech St., Birch St., and E. Jefferson Ave. projects to 2022; carried without negative vote.

VII. APRIL 13, 2021, and APRIL 20, 2021, MEETING MINUTES. Motion Wilmot/DeNoble to approve the minutes of the April 13, 2021, and April 21, 2021, Village Board meetings; carried without negative vote.

VIII. FINANCIALS

A. MONTHLY VOUCHER REPORT. Motion DeNoble/Wilmot to approve the April 2021 voucher report; carried without negative vote.

B. SANITARY SEWER UTILITY CREDIT REQUEST. Eugene and Julie Weber submitted a request for a Sanitary Sewer Utility credit due to high water usage caused by a faulty outdoor spigot. The water was not processed through the sanitary system. The Finance Committee recommended approval. Motion Berdyck/Ader to approve a \$34.46 Sewer Utility credit to the account of Eugene and Julie Weber; carried without negative vote.

C. STATE FUNDING of MUNICIPAL AID PROGRAMS; LEVY LIMITS; and MATTERS RELATED TO THE STATE OF WISCONSIN BIENNIAL BUDGET. Director Grunwald reviewed information from the League of Wisconsin Municipalities regarding the State legislature's work on the next biennial budget. After discussion, motion Holzwart/Wilmot to approve a resolution asking the State Legislature to increase funding for the Shared Revenue program; carried without negative vote. Motion Ader/DeNoble to send a letter to the State Legislature with recommendations regarding shared revenue, local transportation aids, levy limits, and other local financing concerns; carried without negative vote.

IX. REPORTS ON VILLAGE BOARD REFERRALS

- A. APPLICATIONS TO FILL VILLAGE BOARD VACANCY thru APRIL 18, 2022.** The Village Board received one application for the current vacancy, from Linda Engel. However, Ms. Engel would prefer to be considered for the anticipated vacancy of Trustee Wilmot's seat, which would have a term ending April 17, 2023. The Board decided to advertise the openings again, including an insert with the monthly water/sewer bill, posting a flyer at the posting locations, and adding a notice to the Village website. President Holzwart will also send a push notification on local Facebook sites.
- B. BUILDING PERMIT PROGRAM REVIEW (Human Resources and Public Safety).** The Human Resources and Public Safety Committee had several issues in play and determined building permit program review should be taken up after the personnel items were addressed. President Holzwart saw the review as a more urgent issue given the number of complaints he received. Trustee Berdyck believed there was confusion about what projects required a permit; most people understood the reason for the higher fees. Director Grunwald reminded the Board it had a plan in place to address the complaints through changes in staffing, but there was inadequate funding for the initial plan. The HR Committee and Staff needed time to complete its work so the Board could approve the revised changes.
- C. AYRES PROPOSAL TO UPDATE STREET RATINGS (Public Works and Utilities).** The Committee had not met since the referral, but was scheduled to take this up on May 24, 2021.

X. STAFF, COMMITTEE, AND REFERRAL REPORTS.

- A. POLICE DEPARTMENT.** Chief Barber presented three reports for the Board's consideration—a monthly incident comparison report, offense report, and ticket offense report. Each report provided the information with different levels of detail. After discussion, the Board asked that all three be presented for the next meeting.
- B. ADMINISTRATION.** Director Grunwald presented information and answered questions on building permits, recent tech issues, the lead and copper monitoring program, significant leak in the water system, IRS penalties related to payroll that will be reimbursed by the accountant, and 2021 dog licensing. She thanked Jeff Stoekigt for rebuilding and improving two bridges at Veterans Park, a project which included donated materials or services from T&L Services and Schmidt Excavating. Also, a thank you to Lynn Fiedler for supplying and planting the flowers in front of Village Hall.
- C. PLAN COMMISSION, 05/05/21.** All items from the Commission were already discussed.
- D. HUMAN RESOURCES AND PUBLIC SAFETY COMMITTEE, 05/06/21.** Chair DeNoble reported the Committee continued work on long-term financing options for the Cleveland Fire Department, remote work policies, job descriptions for the Police Department and Administration, and law enforcement policies for hiring and the Police Review Commissioner position.
- E. FINANCE AND BUDGET COMMITTEE, 05/13/21.** Chair Ader reported the Committee began implementation of the Hika Park Master Plan and the Public Works Facility Site Selection and worked on a financing policy for the Sewer Utility. They also heard a report on the American Recovery Plan Act. Staff withdrew a request to obtain vehicle fuel cards through BP.

XI. ANNOUNCEMENTS AND EVENT REPORTS.

- A. MON MAY 24..... PUBLIC WORKS AND UTILITIES, 6PM**
- B. WED JUN 2..... PLAN COMMISSION, 6PM**
- C. TUE JUN 8 MUNICIPAL COURT, VFW, IN-PERSON ONLY, 4:30PM**
- D. TUE JUN 8 FINANCE AND BUDGET COMMITTEE, 6PM.** Moved to June 7, 2021.
- E. WED JUN 9..... HUMAN RESOURCES AND PUBLIC SAFETY COMMITTEE, 6PM.** Cancelled, due to two anticipated vacancies on the committee.
- F. TUE JUN 15 VILLAGE BOARD, 6PM.**
- G. ANY OTHER ANNOUNCEMENTS/EVENTS.** No other announcements or events were reported.

XII. CLOSED SESSION

- A. Convene in CLOSED SESSION.** Motion Holzwart/Wilmot to convene in closed session pursuant to Sec. 19.85 (1) (c), Wis. Stats., to consider the performance evaluation data and a performance improvement plan for a public officer/public employee over which the Village Board has jurisdiction. Roll call—all ayes.

[Chief Barber, Director Grunwald, and the public left the meeting.]

- B. Reconvene in OPEN SESSION.** Motion DeNoble/Fornier to reconvene in open session pursuant to Sec. 19.85 (2), Wis. Stats. Roll call—all ayes. The Board reconvened at 8:37pm via meeting link <https://global.gotomeeting.com/join/747960109>. Director Grunwald was also in attendance.
- C. Act on the performance improvement plan for a public officer/public employee discussed in Closed Session.** Motion Holzwart/DeNoble to approve the performance improvement plan as discussed in closed session; carried without negative vote.
- XIII. ADJOURNMENT.** Motion Wilmot/DeNoble to adjourn; carried without negative vote. The meeting adjourned at 8:39pm.

Respectfully submitted,

/S/ Stacy Grunwald

Stacy Grunwald
Director of Village Services

Approved on 06/15/2021

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