

VILLAGE BOARD OF CLEVELAND, WISCONSIN
--ORGANIZATIONAL MEETING--

TUESDAY, APRIL 20, 2021

MINUTES

- I. CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL.** Village President Jake Holzwart called the meeting to order and led the Pledge of Allegiance at 6:04pm on Tuesday, April 20, 2021. All attended via remote meeting link <https://global.gotomeeting.com/join/147092741>, 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 (arrived Item IV)
Jason Berdyck
Jonalee DeNoble
Al Forner
Louis Wilmot

Board Absent: None

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

A Board position was vacant due to the election of Trustee Holzwart to the office of Village President.

II. PRESIDENT'S APPOINTMENTS REQUIRING BOARD APPROVAL

A. PRESIDENT'S APPOINTMENTS

- 1. VILLAGE ASSESSOR:** Accurate Appraisal LLC, term ending May 31, 2022.
- 2. VILLAGE ATTORNEY:** Atty. Katherine M. Reynolds, Michael Best & Friedrich, term ending April 30, 2022.
- 3. BUILDING INSPECTORS:** Christopher Jost, for an indefinite term.
- 4. WEED COMMISSIONERS:** William Hibbard and Christopher Jost, terms ending April 30, 2022.
- 5. POLICE REVIEW COMMISSIONER:** term is date of appointment through April 17, 2023; appointee to be determined.
- 6. STANDING COMMITTEES, through terms ending April 18, 2022.**
 - a) FINANCE AND BUDGET:** John Ader, Chair; Al Forner, Secretary; and Jason Berdyck, Member.
 - b) HUMAN RESOURCES and PUBLIC SAFETY.** Jonalee DeNoble, Chair; and Louis Wilmot, Member. The Director of Village Services shall serve as secretary until one is appointed.
 - c) PUBLIC WORKS AND UTILITIES.** Jason Berdyck, Chair; Louis Wilmot, Secretary; and John Ader, Member.
 - d) INSURANCE COMMITTEE:** Finance Chair Ader, Human Resources Chair DeNoble, and Public Works Chair Berdyck.
- 7. BOARD OF REVIEW:** Jake Holzwart, Chair; Jason Berdyck and Jonalee DeNoble, Members; and John Ader, First Alternate. The Second Alternate position remained vacant.
- 8. PLAN COMMISSION:** Richard Opie and Marilyn Mrotek, terms ending April 17, 2023; John Ader and Al Forner, terms ending April 18, 2022; and Richard Opie, Chair, term ending April 18, 2022.
- 9. BOARD OF APPEALS:** Sandy Brost, Cindy Hundt, and Daniel Bruckschen, terms ending April 15, 2024. Also Larry Perronne, Chair; Daniel Bruckschen, First Alternate; and Jessi Holzwart, Second Alternate, terms ending April 18, 2022.

- B. CONFIRMATION OF APPOINTMENTS BY VILLAGE BOARD.** Motion Wilmot/Berdyck to confirm the President's appointments; carried without negative vote.

III. PRESIDENT'S APPOINTMENTS

- A. EMERGENCY GOVERNMENT COMMITTEE:** Louis Wilmot, First Alternate; Jason Berdyck, Second Alternate.
B. INSURANCE COMMITTEE CHAIR: John Ader, Chair.

IV. DETERMINATION OF PROCESS TO FILL VILLAGE BOARD VACANCIES. Trustee Holzwart reported Linda Engel was in attendance at the meeting, as she had been at several prior meetings, and had an interest in serving on the Village Board. Trustee DeNoble had reached out to someone who was considering applying for a Trustee position. Director Grunwald noted the vacancy created by the election was a one-year term; the vacancy to be created by the pending resignation of Trustee Wilmot in late May was a two-year term. The Board reviewed and approved a draft application form.

The Board considered several options to advertise the vacancies. By consensus, a message was to be added to the May 1 water bill directing people to the Village website for more information; if there was insufficient space for that to occur, the information with application was to be inserted with the water bill. The deadline to apply was set as May 10. Staff was to submit applications to the Village Board for the May 18 meeting.

V. ESTABLISH OR CONFIRM MEETINGS AND EVENTS

- A. PLAN COMMISSION: Wednesday, May 5, 6pm**
B. BOARD OF REVIEW (Meet and Adjourn): Tuesday, May 18, 6PM
C. VILLAGE BOARD: Tuesday, May 18, immediately Following Board of Review
D. OPEN BOOK: Wednesday, June 16. Board attendance is not required. This will be a telephonic meeting with the Assessor from 1pm-6pm, in the same manner as 2020. An in-person session may be scheduled from 3pm-5pm, if needed.
E. BOARD OF REVIEW: Wednesday, July 21. Meeting time is 5pm-7pm. This is a revaluation year. Trustee Forner indicated a willingness to accept the position of Second Alternate, if needed.
F. STANDING COMMITTEES: Set First Meeting
Finance and Budget Committee – Thursday, May 13
Human Resources and Public Safety Committee – Thursday, May 6
Public Works and Utilities Committee – Monday, May 24
G. BOARD OF REVIEW TRAINING. President Holzwart has current training. Information on CD, in-person, and virtual training was shared with the Board. Any Trustee interested in additional training should contact Director Grunwald.
H. LOCAL GOVERNMENT 101 WEBINARS. Materials are on order as a pdf. Any Trustee interested in participating should contact Director Grunwald to register.
I. OTHER MEETINGS OR EVENTS. None reported.

VI. REVIEW POLICY 502: USE OF CONSULTANTS. President Holzwart read through the steps to be taken when Board members have questions, noting the process started by discussing issues with staff.

VII. REVIEW POLICY 820: COMMITTEE CHAIR AND SECRETARY RESPONSIBILITIES. President Holzwart reviewed the expectations for committee chairs and secretaries.

VIII. VILLAGE PRESIDENT'S COMMENTS. President Holzwart thanked the Board for their hard work. He loved the Village and enjoyed working with everyone, together. He looked forward to continuing that relationship.

IX. ANNOUNCEMENTS. None.

X. ADJOURNMENT. Motion Wilmot/Forner to adjourn; carried without negative vote. The meeting adjourned at 7:11pm.

Respectfully submitted,

/s/ Stacy Grunwald

Stacy Grunwald
Director of Village Services