

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

**TUESDAY, SEPTEMBER 21, 2021**

**MINUTES**

- I. CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL/AGENDA APPROVAL.** Village President Jake Holzwart called the meeting to order and led the Pledge of Allegiance at 6:04pm on Tuesday, September 21, 2021. All attended remotely except Director of Village Services Stacy Grunwald and Deputy Clerk-Treasurer Julie Rusch, who attended from the publicly-accessible meeting room at the Cleveland Village Hall, 1150 W. Washington Ave., Cleveland, Wisconsin.

Village Board Present: Jake Holzwart, President  
Jason Berdyck  
Linda Engel  
Al Forner  
Jon Hoffman  
Barry Nelson

Village Board Absent: John Ader (excused)

Staff Present: Stacy Grunwald, Director of Village Services (left 7:50pm)  
Julie Rusch, Deputy Clerk-Treasurer  
Jacob Schweigl, Police Officer

Also Participating: Atty. Katherine M. Reynolds, Michael Best & Friedrich (left 7:00pm)

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

- II. CITIZEN INPUT AND COMMUNICATIONS, including possible Committee referrals on any matters reported to the Village Board.** (1) Manitowoc County 5-year capital plan. *Referred to Public Works and Utilities Committee.* (2) Accurate Appraisal LLC Agreement for Assessment Services. *Referred to Finance and Budget Committee.* (3) Manitowoc County ARPA Cost-Share Offer. *Referred to Finance and Budget Committee.*

- III. OPEN MEETING LAW, PUBLIC RECORDS LAW: Village Atty Katherine M. Reynolds.** Atty. Reynolds gave an overview on compliance with Open Meeting Law and Public Records Law as it pertains to the Trustees' role with the Village, and also how they pertain to the use of social media.

*[Atty. Reynolds left the meeting—7:00pm]*

- IV. AUGUST 17, 2021, MEETING MINUTES.** Motion Forner/Engel to approve the minutes of the August 17, 2021, Village Board Meeting; carried without negative vote.

**V. FINANCIALS**

- A. MONTHLY VOUCHER REPORT.** Trustee Berdyck had questions on the Klein Asphalt Maintenance invoice. Trustee Forner asked if the Village Attorney is on retainer or paid for her time. Motion Holzwart/Forner to approve the August 2021 voucher report; carried without negative vote.
- B. SALE OF 2009 DODGE CHARGER.** Motion Nelson/Hoffman to authorize staff to sell the 2009 Dodge Charger at fair market value through a sealed bid process; carried without negative vote.
- C. AGREEMENT FOR FUNDRAISING SERVICES: Prime Focus LLC.** The agreement was not yet available; the item was held over to a future meeting.
- D. WEA TRUST HEALTH INSURANCE RENEWAL.** Motion Forner/Nelson to renew the current contract with WEA Trust for health insurance services on the condition that staff finds the rates are competitive with other insurers offering comparable coverage; carried without negative vote. It was noted if staff finds comparable rates and coverage that includes State Continuation, it will be brought back to the Board for discussion.

**VI. STREET PROJECTS**

- A. CHERRY HILL DR. RECONSTRUCTION.** After discussion regarding whether or not to add Cherry Hill Drive to the 2022 street projects, it was referred to Public Works and Utilities Committee.
- B. CONTRACT FOR ENGINEERING SERVICES: MSA Professional Services.** The contract was held over pending a decision on Cherry Hill Drive.
- C. SET SPECIAL ASSESSMENT PUBLIC HEARING FOR 2020 STREET PROJECTS.** The Public Hearing was set for October 12, 2021, at Lakeshore Technical College.

**VII. CORRECTION ORDINANCE FOR ORDINANCE 2021-O-04 CHIEF OF POLICE APPOINTMENT.**

Ordinance 2021-O-04 inadvertently repealed and restated Section 2-3-5 vs. Section 2-3-5(a). The correction Ordinance clarifies that Section 2-3-5(b) was not amended or repealed and remains in full force and effect. Motion Hoffman/Engel to correct Section 1 of Ordinance No. 2021-O-04 to only repeal and restate Section 2-3-5(a); carried without negative vote.

**VIII. VILLAGE HALL BUSINESS HOURS.** Proposed Village Hall business hours were discussed in the context of staffing requirements and new hires. For budget purposes, it was decided to pursue staffing to accommodate open hours of Mondays and Thursdays from 11am to 3pm. Director Grunwald also requested that the Hall does not reopen until Administration is better staffed.

**IX. STAFF, COMMITTEE, AND REFERRAL REPORTS.**

- A. POLICE DEPARTMENT.** President Holzwart is working closely with Officer Schweigl and Clerk Deehr. Officer Schweigl answered questions regarding Ryder Cup traffic control, and the pay-ahead pumps at Bonde's Quik Mart.
- B. ADMINISTRATION.** Director Grunwald explained the Village is trying to determine the cause of the sinkhole on W. Madison Ave.
- C. HUMAN RESOURCES AND PUBLIC SAFETY COMMITTEE, 09/15/21.** Police Chief job description in process; PD Hiring policy held over; other item is on this agenda.
- D. LOCAL GOVERNMENT 101 TRAINING.** Trustee Forner reported he will be getting the recorded session and a jump drive if anyone is interested in viewing.

*[Director Grunwald left the meeting for a water main break—7:50pm]*

**X. ANNOUNCEMENTS AND EVENT REPORTS.**

- A. MON SEP 27 ..... PUBLIC WORKS AND UTILITIES COMMITTEE, 6PM**
- B. TUE SEP 28..... COMMITTEE OF THE WHOLE, LTC, 6PM**
- C. MON OCT 4..... HUMAN RESOURCES AND PUBLIC SAFETY COMMITTEE, 6PM**
- D. TUE OCT 5 ..... MUNICIPAL COURT, VFW, IN-PERSON ONLY, 4:30PM**
- E. TUE OCT 5 ..... COMMITTEE OF THE WHOLE, LTC, 6PM**
- F. WED OCT 6 ..... PLAN COMMISSION, 6PM**
- G. MON OCT 11 ..... FINANCE AND BUDGET COMMITTEE, 6PM**
- H. TUE OCT 12 ..... COMMITTEE OF THE WHOLE, LTC, 6PM.** Changed to Special Assessment hearing.
- I. WED OCT 13 ..... LAKESHORE WATER SUMMIT, UWGB-Manitowoc Campus, 6PM**
- J. TUE OCT 19 ..... VILLAGE BOARD, 6PM**
- K. WED OCT 20 ..... MANITOWOC CO VILLAGE ASSN, REEDSVILLE, 6PM**
- L. SET DATE TO DISCUSS MANAGER COMPENSATION.** Set for September 28, 2021, Committee of the Whole meeting.
- M. AMEND 2022 BUDGET PREPARATION SCHEDULE**
- N. ANY OTHER ANNOUNCEMENTS/EVENTS.** None

**XI. ADJOURNMENT.** Motion Nelson/Forner to adjourn; carried without negative vote. The meeting adjourned at 8:30pm.

Respectfully submitted,

*/s/ Julie Rusch*

Julie Rusch  
Deputy Clerk-Treasurer