

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

**TUESDAY, DECEMBER 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 6:02pm on Tuesday, December 21, 2021. All attended remotely, except Director of Village Services Stacy Grunwald attended from the publicly-accessible meeting room at the Cleveland Village Hall, 1150 W. Washington Ave., Cleveland, Wisconsin.

Board Present: Jake Holzwart, Village President and Acting Police Chief  
John Ader  
Jason Berdyck  
Al Forner  
Jon Hoffman  
Barry Nelson

Board Absent: None

Staff Present: Stacy Grunwald, Director of Village Services  
Julie Rusch, Deputy Clerk-Treasurer  
Jacob Schweigl, Police Officer

Motion Berdyck/Hoffman to approve the agenda; carried without negative vote.

**II. CITIZEN INPUT AND COMMUNICATIONS**

- A. JOINT POWERS AGREEMENT: Manitowoc Co. Joint Dispatch Center.** *Referred to Human Resources and Public Safety Committee.*
- B. SNOWMOBILE ROUTE REQUEST: Cleveland Snow Hawks.** Director Grunwald reported the Snow Hawks want to pursue Lincoln Avenue as a snowmobile route. However, there is nothing to refer at this time as the Village has not received the official request.
- C. CLEVELAND POLICE DEPT COMMUNICATIONS.** President Holzwart reported he has received several communications regarding the future of the Police Department, as well as contact regarding the winter parking letter (this is being taken care of by the Police Department).

*Kathy Stolzmann, 1219 Meadowbrook Ct, Cleveland.* Thanked the Board for maintaining a full-time Police Chief and Officer. Noted there is a cost to recruiting outside the department, and for an experienced officer. Stated promoting within has always been the Village's policy. Praised Officer Schweigl, stating he is a good officer, he cares, is respected, etc.

**III. DONALD BONDE: PETITION FOR REZONING, Lots 25-27, located on the north side of Meadowbrook Dr, east of Meadowbrook Ct intersection and east of Hilary Heights access drive.**

Change from R-1 *Single-Family Residential District* to R-2 *One- and Two-Family Residential District*.

- A. PETITION SUMMARY; PLAN COMMISSION RECOMMENDATION.** Director Grunwald gave a brief summary of the Petition, noting the purpose is to sell the lots to a buyer who intends to construct one duplex on each lot. She noted she received no opposition from any residents or Plan Commission, which recommended unconditional approval. The Board reviewed the Plan Commission's findings and made no changes.
- B. PUBLIC HEARING.** *Richard Rooker, 1272 Meadowbrook Dr. #2, Cleveland.* Representing the Hilary Height Condominium Assn. No objections. Just attending to hear outcome.  
Trustee Ader spoke in favor of the Petition.
- C. DISCUSSION and/or ACTION.** Motion Ader/Berdyck to approve the *Petition for Rezoning by Donald Bonde to zone Lots 25, 26, and 27 of Dairyland Meadows Addition No. 1 to R-2 Single-and Two-Family Residential District*; carried without negative vote.

**IV. NOVEMBER 23, 2021, MEETING MINUTES.** Motion Ader/Forner to approve the minutes of the November 23, 2021, meeting; carried without negative vote.

**V. FINANCIALS**

- A. MONTHLY VOUCHER REPORT.** Motion Ader/Hoffman to approve the November 2021 voucher report; carried without negative vote.
- B. ELECTION INSPECTOR WAGE RATES for the period JAN 1, 2022, thru DEC 31, 2023.** Trustee Forner recused himself from discussion. Motion Holzwart/Nelson to set the Election Inspector hourly wage rate at \$12.00 for the period January 1, 2022, thru December 31, 2023; carried without negative vote. Trustee Forner abstained.
- C. POLICE DEPARTMENT STAFFING.** President Holzwart reported he intends to promote within the department, and is not looking at external candidates. He will do due diligence, and wants no risk to the Village. He hopes to have the process done in the next couple of months.
- D. YEAR 2022 BUDGET, including PUBLIC COMMENT PERIOD.** Director Grunwald explained an error in the Budget Summary, and indicated it will be corrected and redistributed. She discussed the cost of shifting expenses to the utilities, as directed by the Village Board, could result in an approximate \$10 increase in utility bills. Discussion followed regarding other funding sources such as grants, and the need to find a long term solution to the ongoing funding problems.
- Motion Ader/Berdyck to open the floor; carried without negative vote. *Robert Burkhard, 848 Maple St., Cleveland.* Spoke in support of keeping the Police Department at 2 full time officers; said that was a positive factor in his family moving to Cleveland. Motion Holzwart/Berdyck to close the floor; carried without negative vote.
- Trustee Ader asked several budget line item questions. Motion Nelson/Ader to approve the 2022 Budget Summary (as revised); carried without negative vote.
- E. MANAGED SERVICES PROPOSAL and SECURITY QUOTE: Intrac Technology.** Motion Ader/Nelson to approve the Intrac Technology Proposal to provide Managed Services for 2022; carried without negative vote.

**VI. PUBLIC SAFETY**

- A. SNOWMOBILE TRAILER PARKING AT DAIRYLAND PARK: Cleveland Snow Hawks.** Motion Ader/Berdyck to approve use of the Dairyland Park parking lot by snowmobilers for short-term parking and congregating during the 2021-2022 snowmobile season, with the condition that the snowmobiles and support vehicles remain within the parking lot and trail limits. Use of the parking lot for these purposes is not deemed a violation of Sec. 8.3.6 (a), Village of Cleveland Code of Ordinances; carried without negative vote.
- B. ANIMAL IMPOUND SERVICES AGREEMENT: Eastshore Humane Assn.** Motion Ader/Berdyck to approve the Eastshore Humane Assn. Animal Impound Services Agreement for 2022; carried without negative vote.

- VII. VILLAGE BOARD VACANCY due to RESIGNATION OF LINDA ENGEL.** President Holzwart reported he is pursuing Deb Cevaal to fill the vacancy.

**VIII. ELECTION INSPECTORS**

- A. AFFILIATED APPOINTMENT FOR TERM JAN 1, 2022, THROUGH DEC 31, 2023:** Motion Nelson/Hoffman to appoint Albert Forner as a Republican Party appointed Election Inspector for the term January 1, 2022, through December 31, 2023; carried without negative vote. Trustee Forner abstained.
- B. UNAFFILIATED APPOINTMENTS FOR TERM JAN 1, 2022, THROUGH DEC 31, 2023:** Motion Holzwart/Nelson to appoint the following as Unaffiliated Election Inspectors for the term January 1, 2022, through December 31, 2023: Susan Ader, Roxanne Bernhardt, Aggie Deehr, Phyllis Hickmann, Elaine Johnson, Marilyn Mrotek, Lana Prigge, Jane Thompson, Julie Weber; carried without negative vote. Trustee Ader abstained.

**IX. POLICIES**

- A. IN-PERSON GOVERNMENTAL MEETINGS.** Motion Hoffman/Forner to have Village Government continue meeting remotely since the Village does not have the technology to adequately provide hybrid/in-person remote meetings, for as long as the CDC and the State of Wisconsin continue its masking and 6-foot distancing recommendations; carried without negative vote.
- B. 210 RESIDENCY, EMPLOYEE HANDBOOK.** Motion Nelson/Forner to change Section 210 Residency, of the Employee Handbook, to state that residency within 15 miles of the Village's jurisdictional boundary is required, in accordance with Sec. 66.0502, Wis. Stats., for the Chief of Police and Regular Full-Time Sworn Law Enforcement. An employee will be given one year from date of hire to comply, and exceptions can be granted by the Village Board after review by the Human Resources and Public Safety Committee, on a case-by-case basis; carried without negative vote.

- C. **313 HEALTH INSURANCE CONTINUATION, EMPLOYEE HANDBOOK.** Motion Holzwart/Nelson to change Section 313 Health Insurance Continuation, of the Employee Handbook, to contain language regarding exceptions to the Federal and State insurance continuation laws; carried without negative vote.
- D. **507 OVERTIME AND COMPENSATORY TIME, EMPLOYEE HANDBOOK.** Motion Berdyck/Fornier to change Section 507 Overtime and Compensatory Time, of the Employee Handbook, to increase public works pager compensation pay to \$280 for 7 days and \$200 for 5 days; minimum compensation of 30 minutes at overtime rate for remote responses, with related text changes; and general updates to ease interpretation and administration of the policy; to be effective with the 2022 budget; carried without negative vote.
- E. **ACTING POLICE CHIEF REPORTING AND TIMEKEEPING.** Motion Fornier/Hoffman to require Acting Chief Holzwart to track his hours of work when that work occurs in blocks of time, and to submit them to Director of Village Services Grunwald for review and payment; activity that takes place in ‘quick hits’ such as texts or emails do not require compensation; and Acting Chief Holzwart will provide a monthly report of activities at the Village Board meeting; carried without negative vote.

**X. STAFF AND COMMITTEE REPORTS.**

- A. **POLICE DEPARTMENT.** Acting Chief Holzwart reported he and Officer Schweigl were working well together. Officer Schweigl reported receipt of a \$5,700 Records Management Plan Grant; Clerk Deehr and he received quilts from the Cleveland Fire Department; Officer Pritzl, Clerk Deehr, and himself decorated cookies at Cleveland Elementary on December 16; and he issued winter parking warnings after the first snow storm.
- B. **ADMINISTRATION.** No update requested.
- C. **PLAN COMMISSION, 12/01/21.** Bonde Rezone Petition only item on the agenda.
- D. **HUMAN RESOURCES AND PUBLIC SAFETY COMMITTEE, 12/08/21** Continuing to work on Police Chief Job Description and Police Chief Hiring Policy; Police Policy and Procedure Manual.
- E. **FINANCE AND BUDGET COMMITTEE, 12/13/21.** Discussed the Ziegler credit request.

Public Works Chair Berdyck said they discussed the following at the November meeting: one year water tower inspection indicated some rust, and will be put out to bid to determine how much; street projects; 5 year County plan; lead and copper compliance; issue of yard waste site being used by non-residents; cross connection agreement; generator maintenance agreement; solid waste and recycling contract may be put out to bid; and the Donahue agreement for Sanitary Utility Infiltration and Inflow Study.

**XI. ANNOUNCEMENTS AND EVENT REPORTS.**

- A. **FRI DEC 24** ..... STAFF HOLIDAY
- B. **FRI DEC 24** ..... DEADLINE TO FILE *NOTIFICATION OF NONCANDIDACY*, 5PM
- C. **MON DEC 27** ..... PUBLIC WORKS AND UTILITIES COMMITTEE, 6PM (Add a Special Village Board meeting before PW to approve the Hydro-Corp cross connection services agreement)
- D. **FRI DEC 31** ..... STAFF HOLIDAY (HALF-DAY)
- E. **TUE JAN 4** ..... DEADLINE TO FILE PAPERWORK FOR LOCAL BALLOT, 5PM
- F. **MON JAN 10** ..... FINANCE AND BUDGET COMMITTEE, 6PM
- G. **WED JAN 12** ..... HUMAN RESOURCES AND PUBLIC SAFETY COMMITTEE, 6PM
- H. **TUE JAN 18** ..... VILLAGE BOARD, 6PM
- I. **ANY OTHER ANNOUNCEMENTS/EVENTS.** It was noted the Village Board will be providing an appreciation lunch to employees as a thank you on December 22, 2021.

**XII. ADJOURNMENT.** Motion Berdyck/Ader to adjourn; carried without negative vote. The meeting adjourned at 8:57pm.

Respectfully submitted,

*/s/ Julie Rusch*

Julie Rusch  
Deputy Clerk-Treasurer

Approved on 01/18/22