

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

**TUESDAY, MARCH 22, 2022**

**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 6:00pm on Tuesday, March 22, 2022. 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.

Board Present: Jake Holzwart, Village President and Acting Police Chief  
John Ader  
Jason Berdyck  
Debi Cevaal  
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 Nelson/Hoffman to approve the agenda as posted; carried without negative vote.

**II. CITIZEN INPUT AND COMMUNICATIONS.**

- A. TERMINATION OF WATER TOWER LEASE AGREEMENT: Mercury Network.** Provided for notice only.
- B. "CLASS B" AMENDMENT TO PREMISES DESCRIPTION: Highland Lodge.** Received request to amend their premises description to allow for outdoor alcohol consumption. Will require an ordinance amendment. *Referred to Human Resources and Public Safety Committee.*
- C. LETTER re POLICE CHIEF VACANCY: Judith Perlman.** Encouraged the Village Board to move forward quickly to fill the Police Chief vacancy. With summer approaching, concerned about more people out walking and in the parks, more traffic, etc.

Director Grunwald reported receiving a new contract proposal from Accurate Appraisal as the current one expires this year. *Referred to Finance Committee.*

- III. FEBRUARY 15, 2022, and MARCH 14, 2022, MEETING MINUTES.** Motion Berdyck/Nelson to approve the minutes of the February 15, 2022, meeting; carried without negative vote. Approval of the March 14, 2022, meeting minutes was carried over to the April 12, 2022, meeting.

- IV. RETAIL CLASS "B" FERMENTED MALT BEVERAGE LICENSE.** Motion Berdyck/Hoffman to grant a Retail Class "B" Fermented Malt Beverage License to the Cleveland Athletic Club to license the concession stands, ball diamonds, pavilion, and grounds between and around the diamonds on the west end of Veterans Park for the period May 1, 2022, through October 30, 2022; carried without negative vote.

**V. FINANCIALS**

- A. MONTHLY VOUCHER REPORT.** Motion Ader/Forner to approve the February 2022 monthly voucher report; carried without negative vote.
- B. TELEPHONE SERVICE PROPOSALS: Spectrum and TDS.** Finance Committee has reviewed Spectrum's proposal. TDS has since asked to prepare a proposal for the Board's consideration. The topic will go back to Finance for further discussion.
- C. MANAGED SERVICES PROPOSAL: Intrac Technology.** Motion Ader/Nelson to approve the updated Managed Services Proposal submitted by Intrac Technology dated February 10, 2022; carried without negative vote.
- D. SERVICE AGREEMENT: Bluestem Forestry Consulting.** Motion Ader/Nelson to approve the Bluestem Forestry Consulting, Inc., proposal to update the Village tree inventory; carried without negative vote.

**VI. SEC. 110 OUTSIDE OR OFF-DUTY EMPLOYMENT, EMPLOYEE HANDBOOK.** Held over to the April 12, 2022, Village Board meeting.

**VII. COVID-19/OPEN GOVERNMENT POLICIES**

- A. RETURN TO IN-PERSON GOVERNMENTAL MEETINGS; LOCATION.** After discussion, motion Holzwart/Hoffman to return to in-person governmental meetings at the Village Hall starting with the April 12, 2022, Village Board meeting; carried without negative vote.
- B. VILLAGE HALL BUSINESS HOURS.** After discussion, motion Berdyck/Hoffman to authorize the Village Hall to provide in person hours up to 8 hours a week, starting Monday, April 18, 2022; carried without negative vote.

**VIII. STAFF AND COMMITTEE REPORTS.**

- A. POLICE DEPARTMENT.** Acting Chief Holzwart reported the department received a \$7,000 ARPA funded grant. Officer Schweigl reported that February was busier in general. Clerk Deehr entered claims into the State Debt Collection system, and over \$3000 has been collected so far. Bike safety day will be held at Cleveland Elementary in April, with Cleveland State Bank donating helmets and half the cost for bicycle lights. Bonde's prepay at the pump system is causing incorrect charges on the department's monthly bill. As a result, they are looking at prepaid gas cards. Officer Schweigl completed training on emergency funding with FEMA and has been researching other sources of revenue. The department has had several IT issues in the last month, so the Board may notice an increase in charges.
- B. ADMINISTRATION.** Director Grunwald reported the Clerk's Office is preparing for the Spring Election. Due to a lawsuit in Waukesha County, the Village Attorney advised that absentee ballots can't be counted if returned via the drop boxes unless a Clerk's Office staff member is at the box. Also, voters must drop off their own absentee ballot to the Clerk's Office if they choose not to mail it back; spouses can no longer deliver it on their behalf. A conditional offer is being prepared for the Public Works vacancy. The 2022 street project bids have been received and came in under the engineering estimates. Director Grunwald is working on an Ordinance amendment for the Highland Lodge request to serve alcoholic drinks outside. The State changed its requirements in the Floodplain Ordinance; the Village ordinance must be amended to remain in compliance.
- C. PUBLIC WORKS AND UTILITIES COMMITTEE, 02/28/22.** Chair Berdyck reported the Committee discussed the 2022 street projects, and they were out to bid. The DNR offered free sampling for PFAS (a forever chemical); the Committee reached no conclusion on what to do with the results. The old refrigerators were removed from the VFW Clubhouse. The Cleveland Athletic Club will help with the cost of a new one. Trustee Ader and staff will go through cupboards, drawers, etc. to get rid of unneeded items.
- D. HUMAN RESOURCES AND PUBLIC SAFETY COMMITTEE, 03/09/22.** The hiring and promotion policy for sworn law enforcement is being reviewed by Police Chiefs from departments with no affiliation to Cleveland. The topic will be taken up again at the next meeting.
- E. FINANCE AND BUDGET COMMITTEE, 03/15/22.** Chair Ader reported Manitowoc County will cost share its ARPA funding, but the Village needs to adopt a procurement policy to be in compliance with Federal requirements before the County will consider a proposal from the Village.

**IX. ANNOUNCEMENTS AND EVENT REPORTS.**

- A. MON MAR 28..... PUBLIC WORKS AND UTILITIES COMMITTEE, 6PM**
- B. TUE MAR 29..... VILLAGE BOARD re 2022 PRELIMINARY ASSESSMENTS, LTC, 6PM**
- C. MON APR 4 ..... HUMAN RESOURCES AND PUBLIC SAFETY COMMITTEE, 6PM**
- D. TUE APR 5..... SPRING ELECTION**
- E. WED APR 6 ..... PLAN COMMISSION, 6PM**
- F. TUE APR 12 ..... VILLAGE BOARD, 6PM**
- G. FRI APR 15..... STAFF HOLIDAY (HALF-DAY)**
- H. TUE APR 19 ..... ORGANIZATIONAL MEETING, 6PM**
- I. WED APR 29..... MANITOWOC CO VILLAGE ASSN.** Noted the meeting is April 20.
- J. ANY OTHER ANNOUNCEMENTS/EVENTS.** Finance Committee is scheduled for April 21.

**X. CLOSED SESSION.** Motion Holzwart/Nelson to amend the agenda to remove Item XI. Return to Open Session; carried without negative vote. Motion Holzwart/Nelson to convene in closed session pursuant to Sec. 19.85 (1) (e), Wis. Stats., to conduct business related to a contract to provide police services where

competitive or bargaining reasons require a closed session. Roll call: all ayes. Motion carried. Staff was invited to remain.

*[The public left the meeting.]*

The Board received information about a potential police services contract.

**XI. ADJOURNMENT.** Motion Forner/Nelson to adjourn; carried without negative vote. The meeting adjourned at 7:45pm.

Respectfully submitted,

*/s/ Julie Rusch*

Julie Rusch  
Deputy Clerk-Treasurer

Approved on 04/12/2022

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