

VILLAGE OF CLEVELAND, WISCONSIN
SPECIAL MEETING OF THE VILLAGE BOARD
MONDAY, JANUARY 30, 2023
MINUTES

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL. In the absence of Village President Jake Holzwart, Director of Village Services Stacy Grunwald called the meeting to order at 6:04pm and led the Pledge of Allegiance. Board Present: Barry Nelson, Chair *Pro Tempore*; John Ader, Jason Berdyck, Debi Cevaal, Jon Hoffman, Danielle LaLonde. Board Absent: Jake Holzwart, Village President/Acting Police Chief (excused). Staff Present: Stacy Grunwald, Director of Village Services. Also Participating: Jon Fehlman, GovHR USA LLC (video conference under Item III.B.)

II. SELECT CHAIR FOR CHIEF OF POLICE RECRUITMENT MEETINGS. Motion Berdyck/Cevaal to designate Barry Nelson to act in place of Village President/Acting Police Chief Jake Holzwart for all matters related to the Chief of Police recruitment, including candidate search through approval of final offer; carried without negative vote. Trustee Nelson accepted the Chair.

III. CLOSED SESSION

- A. VOTE TO EXCLUDE CLERK-TREASURER FROM CLOSED SESSION and DESIGNATION OF PARTY RESPONSIBLE FOR MINUTES AND RECORD.** Motion Berdyck/Hoffman to designate Trustee LaLonde to act in place of Village Clerk Stacy Grunwald to complete the official record of the closed session, including a record of the Village Board's decisions, and to timely submit that record to the Village Clerk; carried without negative vote.
- B.** Motion Berdyck/Nelson to CONVENE IN CLOSED SESSION pursuant to Sec. 19.85 (1) (c), Wis. Stats., to consider employment, promotion, compensation, and performance evaluation data of any public employee over which the village board has jurisdiction. Roll call—all ayes. Motion carried.

[Director Grunwald and the public left the meeting—6:09pm]

Jon Fehlman of GovHR USA LLC joined the meeting by video call. Of 13 applications, five candidates met the minimum requirements. He presented his findings from resume reviews and initial interviews, and identified three candidates that responded the most professionally. GovHR was available to assist with the Board's interviews and perform background checks; the vacancy was advertised as "open until filled" so could remain posted if the Board chose.

[Jon Fehlman left the meeting.]

The Board discussed each candidate's background and the information from GovHR and selected three candidates of the five presented to move forward for interview.

- C.** Motion Berdyck/Nelson to RECONVENE IN OPEN SESSION pursuant to Sec. 19.85 (2), Wis. Stats. Roll call—all ayes. Motion carried. The meeting returned to open session at 7:52pm.
- D. ACT ON MATTER DISCUSSED IN CLOSED SESSION.** The Village Board determined it would move forward with three candidates of the five presented and keep the vacancy posted.

IV. CHIEF OF POLICE RECRUITMENT: Implementation of Approved Process. Motion Nelson/Berdyck to waive use of the screening committee due to the low number of candidates and allow direct examination by the Village Board, as authorized by the hiring policy for Chief of Police and sworn law enforcement personnel; carried without negative vote.

V. CLOSED SESSION pursuant to Sec. 19.85 (1) (e), Wis. Stats., for bargaining reasons to develop a negotiating strategy pertaining to revisions of the contract with GovHR. The Board did not convene in closed session as no strategic planning was needed. After discussion, GovHR would be utilized for background checks, and interview preparation and possibly attendance. Director Grunwald was instructed to work with GovHR on the process and present the Board with a contract amendment, if needed.

VI. MEETING SCHEDULE

- A. WED FEB 1 PLAN COMMISSION, 6PM**
- B. TUE FEB 2..... MUNICIPAL COURT, 5PM**
- C. MON FEB 6 FINANCE AND BUDGET COMMITTEE, 6PM**
- D. MON FEB 6 CLEVELAND FIRE DEPT ANNUAL MTG, FIRE STATION, 7:30PM**
- E. WED FEB 8 HUMAN RESOURCES AND PUBLIC SAFETY COMMITTEE, 6PM**
- F. TUE FEB 14..... VILLAGE BOARD, 6PM**
- G. TUE FEB 21..... SPRING PRIMARY**
- H. TUE FEB 28..... PUBLIC WORKS AND UTILITIES COMMITTEE, 6PM**
- I. SCHEDULE OTHER MEETINGS AS NEEDED.** The Village Board tentatively set meetings on February 22 and February 27 to prepare and conduct candidate interviews.

VII. ADJOURNMENT. Motion Berdyck/Hoffman to adjourn; carried without a negative vote. Meeting adjourned at 8:16pm.

Respectfully submitted,
Stacy Grunwald
Director of Village Services

Approved on 05/01/2023