

**VILLAGE OF CLEVELAND, WISCONSIN
SPECIAL MEETING OF THE VILLAGE BOARD
TUESDAY, DECEMBER 12, 2023
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, December 12, 2023, at the Cleveland Village Hall, 1150 W Washington Ave, Cleveland, Wisconsin. Board Present: Jake Holzwart, Village President/Acting Chief of Police, John Ader (arrived 6:02pm), Jon Hoffman, Barrett Paasch, Tom Warosh, Andy Williams. Board Absent: None. Staff Present: Stacy Grunwald, Director of Village Services. Also Participating: Jamie Zastrow, Executive Director, Progress Lakeshore. One Trustee position was vacant. Motion Warosh/Hoffman to approve the agenda as posted; carried without negative vote.
- II. YEAR 2024 BUDGET PUBLIC HEARING.** President Holzwart asked the Trustees if they had any discussion before opening the floor. There being none, motion Holzwart/Williams to open the floor for the 2024 budget hearing; carried without negative vote. No comments were offered. Motion Holzwart/Ader to close the floor; carried without negative vote.
- III. ECONOMIC DEVELOPMENT SERVICES: Progress Lakeshore.** Jamie Zastrow, Executive Director of Progress Lakeshore, presented information on the economic development services offered to Manitowoc Co. and enhanced services available to municipal partners who participate in a services agreement. The cost is per capita. Director Grunwald read an email of support from Tracy Kaderabek encouraging a contract between the Village and Progress Lakeshore. Motion Warosh/Ader authorizing the Village President and Director of Village Services to negotiate a three-year Services Agreement with Progress Lakeshore at an annual cost of \$3158 and synchronize the January 1, 2024, start date with the other municipal partners; carried without negative vote.
- IV. ELECTION INSPECTOR APPOINTMENTS.** Motion Williams/Hoffman to confirm the appointments of Susan Ader, Roxanne Bernhardt, Aggie Deehr, Linda Engel, Albert Forner, Elaine Johnson, Marilyn Mrotek, Lana Prigge, Jane Thompson, and Julie Weber as Election Inspectors for the period January 1, 2024, through December 31, 2025; carried without negative vote, one abstention (Ader).
- V. FINANCIALS**
- A. BOAT LAUNCH RECONSTRUCTION FIELD INVESTIGATIONS.** President Holzwart and Trustee Ader summarized the discussion at Plan Commission and explained W F Baird offered to contact their contractors to submit proposals for field investigations to construct a new boat launch. By consensus, the proposals were referred to the Public Works and Utilities Committee for review.
- B. WATER RATE CHANGE EFFECTIVE DATE.** The Board wanted the new rates to take effect as late as possible after Public Service Commission approval. Motion Williams/Hoffman to set the effective date for the Water Utility rate change as February 28, 2024; carried without negative vote.
- C. 2022 SPECIAL ASSESSMENT ALTERNATIVE PAYMENT PLANS: Jaeger, Weisfeld.** Director Grunwald presented requests from Bradley and Katherine Jaeger, James Weisfeld Jr, and Thomas Erdmann for alternative payment plans. The Jaegers asked to hold their first payment while the Village Board reconsidered whether their property received a special benefit from the project. Mr. Weisfeld made an initial payment and requested no amount be extended to the tax roll as he intended to pay in full before the end of 2024; he was concerned the bump in his taxes would affect his escrow amount. Mr. Erdmann requested no amount be extended to the tax roll as he intended to pay in full before January 31, 2024.
- Motion Warosh/Williams authorizing the Director of Village Services to withhold extension of the annual special assessment for 358 E Jefferson Ave and enter an agreement with James Weisfeld Jr. allowing payment of the remaining balance on or before October 31, 2024. Any balance unpaid on November 1, 2024, would be extended to the tax roll with interest unless otherwise agreed. Motion carried without negative vote.
- Director Grunwald presented terms for a payment agreement that were acceptable to the Jaegers. Motion Ader/Warosh authorizing the Director of Village Services to withhold extension of the annual special assessment for 6116 E Washington Ave and enter an agreement with Bradley and Katherine Jaeger allowing payment of the 2023 and 2024 principal and interest with the 2024 property tax roll if the Village Board determines the property derived a special benefit for assessment purposes. Motion carried without negative vote.
- Director Grunwald explained that Mr. Erdmann owns two lots. He paid one in full last year and is requesting time to pay the assessment in full this year. He would not be able to obtain the funds to do this prior to the deadline to extend assessments to the tax roll. Motion Williams/Paasch authorizing the Director of Village Services to withhold extension of the annual special assessment for * W Jefferson Ave and enter an agreement with Thomas Erdman allowing payment of the remaining balance on or before October 31, 2024. Any balance unpaid on November 1, 2024, would be extended to the tax roll with interest unless otherwise agreed. Motion carried without negative vote.
- D. YEAR 2024 BUDGET.** The Village Board adopts the budget summaries for the general fund and two utilities; deviation from those numbers requires an amendment of the budget. The line item tables provide detailed information but no amendment is required if the actual revenue or expenditure deviates from the budgeted amount. The Board chose to amend the budget later if field investigations were approved in 2024 for the boat launch since there were no firm numbers available. Motion Paasch/Holzwart to adopt the Year 2024 Budget as published; carried without negative vote.
- E. FIRE & EMS SERVICES AGREEMENT: Cleveland Fire Department.** Director Grunwald reported the contract amount was based on her calculation of the Department's 2% fire dues revenue. The values had been sent to the Department for approval and no objection was received. Motion Williams/Paasch to approve the 2024 Agreement with the Cleveland Fire Department for fire and emergency medical services; carried without negative vote.
- VI. MEETING SCHEDULE AND DEADLINES**
- A. WED DEC 13..... HUMAN RESOURCES AND PUBLIC SAFETY COMMITTEE, 6PM**
- B. MON DEC 18..... VILLAGE BOARD, 6:30PM**
- C. TUE DEC 19 VILLAGE BOARD, 6PM**
- D. WED DEC 20..... VILLAGE BOARD, 6:30PM**
- E. FRI DEC 22 NOTIFICATION OF NONCANDIDACY FILING DEADLINE, 5PM**
- F. TUE JAN 2..... SPRING BALLOT ACCESS FILING DEADLINE, 5PM**
- XI. CLOSED SESSION**
- A.** Motion Holzwart/Williams to convene in closed session pursuant to Sec. 19.85 (1) (c), Wis. Stats., to consider the compensation of public employees over which the village board has jurisdiction and prepare for Chief of Police interviews. Roll call—all ayes. Motion carried. Director Grunwald remained for the closed session. The Village Board prepared for chief of police interviews, including development of questions and overall format.
- B. RECONVENE IN OPEN SESSION pursuant to Sec. 19.85 (2), Wis. Stats.** The Board did not reconvene in open session.
- C. ACT ON MATTERS DISCUSSED IN CLOSED SESSION.** No action was taken.
- XII. ADJOURNMENT.** Motion Williams/Hoffman to adjourn; carried without negative vote. Meeting adjourned at 7:50pm.

Respectfully submitted,
Stacy Grunwald
Director of Village Services