

**VILLAGE BOARD OF CLEVELAND, WISCONSIN**  
**TUESDAY, MAY 20, 2025**

**MINUTES**

- I. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE/AGENDA APPROVAL.** Village President Jarrod Jackett called the meeting to order and led the Pledge of Allegiance at 6:00pm on Tuesday, May 20, 2025, at the Cleveland Village Hall, 1150 W Washington Ave, Cleveland, Wisconsin.
- Board Present: Jarrod Jackett, Village President  
John Ader  
Rob Burkhard  
Jon Hoffman  
Becky Paasch  
Tom Warosh
- Board Absent: Jake Holzwart (excused)
- Staff Present: Eric Fisher, Chief of Police  
Stacy Grunwald, Director of Village Services
- Motion Warosh/Burkhard to approve the agenda as posted; carried without negative vote.
- II. CITIZEN INPUT AND COMMUNICATIONS.** None. Deputy Clerk-Treasurer Wilker emailed the updated Village Board Handbook policies to all Board members. President Jackett reminded the Trustees about the provisions of Policy 820, which addressed the duties of committee chairs and secretaries.
- III. APR 8, 2025; APR 15, 2025; and MAY 13, 2025, MINUTES.** Motion Warosh/Burkhard to approve the April 8, 2025, minutes; carried without negative vote. Motion Burkhard/Warosh to approve the minutes of the April 15, 2025, meeting as written; carried without negative vote. Motion Warosh/Hoffman to approve the minutes of the May 13, 2025, meeting as written; carried without negative vote.
- IV. CERTIFIED SURVEY MAP.** Director Grunwald reported the certified survey map submittal was delayed until the next meeting.
- V. REQUEST TO USE VILLAGE HALL AS REST STOP.** Motion Burkhard/Paasch to approve the use of Village Hall by the Salvation Army for the Salvation Ride on Saturday, July 12, 2025; carried without negative vote. Motion Burkhard/Hoffman to charge a refundable security deposit of \$100; carried without negative vote.
- VI. ORDINANCE TO REPEAL INSURANCE COMMITTEE.** President Jackett stated the Insurance Committee hadn't met in many years and a special committee could be appointed if it were needed. Motion Burkhard/Warosh to amend Sec. 2-2-4, Village of Cleveland Code of Ordinances to remove the Insurance Committee as a standing committee; carried without negative vote. [Ordinance No. 2024-O-02]
- VII. BULK GOODS AND RECYCLING EVENTS: Bulk Goods 5/31/25 and Recycling 6/7/25.** President Jackett informed the Village Board they would need to sign a liability waiver form prior to participating in the bulk goods event. No Board assistance would be needed at the recycling event. Motion Warosh/Burkhard authorizing President Jackett to charge the Village for fuel costs for use of a front-end loader at this event; carried without negative vote.
- VIII. COURT CONSOLIDATION**
- A. CITY OF NEW HOLSTEIN PROPOSAL.** Motion Warosh/Ader to accept the proposal from the City of New Holstein for municipal court services; carried without negative vote.
- B. AUTHORIZATION TO IMPLEMENT CONSOLIDATION AND APPLY FOR FUNDING.** Motion Warosh/Burkhard authorizing President Jackett and Director of Village Services Grunwald to apply for funding to implement a shared court services agreement with the City of New Holstein; carried without negative vote.
- IX. 2025 STREET MAINTENANCE, including 2025 budget amendment**
- A. STREET SEALING PROPOSAL: Mike Jenquin, Fahrner Asphalt Sealers.** Motion Burkhard/Ader to approve the Proposal/Contract with Fahrner Asphalt Sealers for street maintenance in the amount of \$28,539.00; carried with one negative vote (Warosh, questioning the benefit for price to be paid.)
- B. CRACK FILLING PROPOSAL: Crack Filling Service.** Motion Ader/Hoffman to approve the 2025 Crack Sealing Proposal with Crack Filling Service, Corp. for a not-to-exceed price of \$12,500.00; carried with one negative vote (Warosh, questioning the benefit for price to be paid.)
- Motion Burkhard/Ader to amend the Year 2025 budget to transfer \$12,500 from the Street Maintenance committed fund and \$4,500 from unassigned cash to pay for the approved proposals from Fahrner Asphalt Sealers and Crack Filling Services; carried without negative vote. [Resolution No. 2025-R-04]
- X. "CLASS B" FERMENTED MALT BEVERAGE and INTOXICATING LIQUOR RETAIL LICENSES.** Motion Burkhard/Paasch to grant "Class B" fermented malt beverage and intoxicating liquor retail licenses for the period 07/01/25 through 06/30/26 to Hika Bay Tavern LLC/Richard J Gadzinski, Agent; Highland Lodge LLC/Elouise Kaderabek, Agent; and Terable Ts LLC dba Rupps Supperclub/Tera Castillo, Agent. Motion carried without negative vote.
- XI. FINANCIALS**
- A. FINANCIAL PROCEDURE: Cash and Check Deposits.** After discussion, President Jackett offered draft an ordinance amendment for Finance and Budget Committee review that reflected the Board's discussion, including cash and check deposits by the end of the business day following receipt of the funds.
- B. MONTHLY FINANCIAL REPORTS.** Motion Burkhard/Ader to approve the monthly voucher report; carried without negative vote.
- C. DAIRYLAND PARK SHELTER FINANCING, including 2025 budget amendment.** Finance and Budget Committee Chair explained the Lions Club was in need of \$10,000 now from the \$50,000 already approved as the Village's contribution. Motion Ader/Hoffman to authorize \$10,000 from the Park Improvement committed fund for the Dairyland Park shelter project; carried without negative vote.
- D. 2023 STREET PROJECT INVOICE: MSA Professional Services.** President Jackett requested MSA invoice the Village for all services performed to date under the Professional Services Agreement for the 2023 street and utility projects. The invoice was to exclude any work performed by MSA addressing construction rework under the warranty, which he told MSA should be paid by the contractor. Motion Paasch/Hoffman to open the floor; carried without negative vote.
- The Board discussed concerns with the construction and rework on W Washington. Joe DeYoung of MSA Professional Services reviewed the project to date and MSAs conversations with Peters Concrete Co. They were working on a warranty extension with Peters Concrete. The Trustees reiterated their concerns with the project. Motion Warosh/Burkhard to close the floor; carried without negative vote.
- President Jackett noted MSA negotiated a \$10,000 deduction in material. Trustee Burkhard shared a photo of his landscaping and noted a large percentage of the material put down in his yard was sand, which didn't stay after the winter thaw. It was generally agreed future street project restoration should be managed differently. President Jackett asked the Public Works department to spread dirt within the rights-of-way where needed behind curb and up to two feet back. The Board discussed the process to distribute and apply soil and seed delivered by the contractor. Motion Warosh/Ader to authorize payment of MSA Invoice 015834 in the amount of \$12,801.34; carried without negative vote.

- E. **ACCOUNTING AND AUDITING SERVICES.** Director Grunwald provided a summary of her meeting with accounting firm CLA. After discussion, a CLA representative will be invited to attend the next Finance and Budget Committee meeting and Village Board meeting.
- F. **DRINKING WATER SYSTEM ARSENIC STUDY (PROJECT): Donohue & Associates.** Motion Burkhard/Warosh to approve the *Engineering Services Agreement* for the Drinking Water System Arsenic Study; carried without negative vote.

**STAFF AND COMMITTEE REPORTS AND REFERRALS**

- A. **POLICE REPORT.** Chief Fisher reviewed highlights from his report.
- B. **DIRECTOR’S REPORT.** Director Grunwald reported a new financial report was developed and included in the meeting packet, and she was working on the transition of work to Julie Rusch.
- C. **COURT REPORT.** No questions.
- D. **PUBLIC WORKS AND UTILITIES COMMITTEE, 05/06/25.** Chair Hoffman reported on the Hika Park boat launch project.
- E. **PLAN COMMISSION, 05/07/25.** All items were on the agenda.
- F. **FINANCE AND BUDGET COMMITTEE, 05/13/25.** Chair Burkhard reported staff was asked to report monthly on any late payments to vendors.

**XII. ANNOUNCEMENTS AND EVENT REPORTS**

- A. **MON MAY 26 .....** **MEMORIAL DAY: Staff Holiday; Village Hall closed**
- B. **TUES MAY 27 .....** **HUMAN RESOURCES AND PUBLIC SAFETY COMMITTEE, 6PM**
- C. **SAT MAY 31 .....** **BULK GOODS EVENT: 289 Whitetail Ln, Yard Waste Site, 9am-2pm**
- D. **TUES JUNE 3.....** **PUBLIC WORKS AND UTILITIES COMMITTEE, 6PM**
- E. **WED JUNE 4.....** **PLAN COMMISSION, 6PM**
- F. **SAT JUNE 7 .....** **ELECTRONICS RECYCLING EVENT: Village Hall, 9am-2pm**
- G. **TUES JUNE 10.....** **FINANCE AND BUDGET COMMITTEE, 6PM**
- H. **TUE JUNE 17.....** **VILLAGE BOARD, 6PM**
- I. **THUR JUNE 19.....** **CLEVELAND MUNICIPAL COURT, 5:30PM**
- J. **OTHER MEETINGS OR EVENTS.** No report.

**XIII. BOARD AND STAFF SUGGESTIONS FOR FUTURE MEETINGS.** Continuation of the court merger.

**XIV. CLOSED SESSION**

- A. Motion Jackett/Burkhard to convene in closed session pursuant to Sec. 19.85 (1) (g), Wis. Stats., to confer with legal counsel for the governing body with respect to litigation in which it is or is likely to be involved—Jacob Schweigl complaint; and (2) Sec. 19.85 (1) (c), Wis. Stats., for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility—Director of Village Services/Clerk-Treasurer/Director of Public Works. Roll call: all ayes. Motion carried.

[The public left the meeting—7:58pm]

The President provided an update on the litigation.

[Director Grunwald left the meeting—8:12pm]

President Jackett assumed responsibility for the minutes. The Village Board began reviewing information and scheduled a special meeting June 9, 2025, to continue its discussion.

- B. **RECONVENE IN OPEN SESSION.** The Board did not reconvene in open session.
- C. **ACT ON ITEMS DISCUSSED IN CLOSED SESSION.** The Board did not reconvene in open session.

**XV. ADJOURNMENT.** Motion Warosh/Burkhard to adjourn; carried without negative vote. The meeting adjourned at 9:20pm.

Respectfully submitted,

Stacy Grunwald  
Director of Village Services

Approved on 06/18/2025