

VILLAGE BOARD OF CLEVELAND, WISCONSIN
SPECIAL MEETING

TUESDAY, NOVEMBER 12, 2024

MINUTES

- I. CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL/AGENDA APPROVAL.** President Holzwart called the meeting to order and led the Pledge of Allegiance at 6:02pm on Tuesday, November 12, 2024, in the Cleveland Training Room at Lakeshore College, 1290 North Ave, Cleveland, Wisconsin.

Board Present: Jake Holzwart, President
John Ader
Rob Burkhard
Jarrod Jackett
Becky Paasch
Tom Warosh

Board Absent: None (one vacancy)

Staff Present: Eric Fisher, Chief of Police
Stacy Grunwald, Director of Village Services

Motion Warosh/Paasch to approve the agenda; carried without negative vote.

II. CONTRACTS and AGREEMENTS

- A. AMENDMENT TO OFFER TO PURCHASE: Daniel and Theresa Kaderabek.** President Holzwart explained the Village negotiated a new closing date of November 27, 2024, to allow approval of the Certified Survey Map at the November monthly meeting. The Kaderabeks requested deposit of an additional \$3000 in earnest money, bringing the total to \$5000. This will be deducted from the amount due when final payment is made so it isn't an extra cost to the Village. Motion Ader/Jackett to approve the Amendment to Offer to Purchase dated June 7, 2024, and amended July 9, 2024, as presented; carried without negative vote.
- B. AMBULANCE SERVICES: City of Manitowoc.** The City of Manitowoc raised its per capita rate from the current \$8.00 to \$15.00 beginning in 2025. Orange Cross Ambulance Service wasn't able to provide service to the Village this year but asked to be considered in the future. Motion Warosh/Ader to approve the Emergency Medical Services contract with the City of Manitowoc; carried without negative vote.
- C. FIRE & EMS SERVICES: Cleveland Fire Department.** Director Grunwald reported the Cleveland Fire Department budget appeared to overstate the 2% fire dues deduction for the Town of Meeme. She also reviewed State law regarding the maintenance of effort and suggested the Village Board may wish to at minimum maintain the prior year's budget allocation to be compliant in 2025. The Village Board directed her to get clarification on the correct allocation and return the agreement for approval once known.
- D. JOINT POWERS AGREEMENT: Manitowoc County Joint Dispatch Center.** The annual agreement was unchanged from the current version. Motion Jackett/Burkhard to approve the Joint Powers Agreement with the Manitowoc County Joint Dispatch Center; carried without negative vote.
- E. HIKA PARK BOAT LAUNCH: Miller Engineers & Scientists.** Public Works Committee Chair Jarrod Jackett explained the current agreement did not include pier design, which was an anticipated component when the boat launch replacement project started. The proposed agreement included pier design and broke the project into two phases. The Village would receive an initial concept and estimated construction costs after Phase 1, allowing the Village to determine when to move forward with Phase 2, final design and permitting. All work could be completed by the end of summer 2025. Jason Sohn, President of Cleveland Fish & Game, was part of the conversation with Miller Engineers. The Committee recommended approval. Motion Burkhard/Ader to terminate the Work Order Agreement with Miller Engineers and Scientists dated September 16, 2024, and approved September 17, 2024; and approve the Work Order Agreement with Miller Engineers and Scientists dated October 17, 2024, with an estimated cost of \$3,500 for Phase 1 and \$11,300 for Phase 2, for a total cost of \$14,800; carried without negative vote.

- III. YEAR 2025 BUDGET PREPARATION.** Director Grunwald presented a schedule of investment prepared by BCS for the next four quarters, with the initial upgrade being the network infrastructure. BCS believed this upgrade would address 80% of the connectivity issues experienced by staff. This was urgently needed as some employees were dealing with frequent dropped server communication throughout the day. There was also a proposal for installation of a camera security system at the yard waste site in Quarter 2, a server upgrade in Quarter 3, and afterward routine annual replacement of three workstations. The Village Board believed the network upgrade should be completed as soon as possible. Motion Holzwart/Ader authorizing staff to proceed with BCS to take the steps necessary to implement and complete the network upgrade recommended by BCS at an estimated cost of \$6500.00; carried without negative vote.

The Village Board reviewed the history of net new construction in the Village since 2011. The allowable 2024 real property tax increase under the levy limit law was 1.413%, or \$7198.00.

Director Grunwald reviewed the 2023 Independent Auditors Report, explaining why it was a qualified opinion, and the provisions of GASB 34 and 63 and the reasons prior Board's declined to change the general fund accounting to comply. She also distributed a summary sheet reviewing the Village's assessed and equalized values; the types of funds (governmental, proprietary, and fiduciary) and types of general fund balances (nonspendable, restricted, committed, and unassigned); the differences in financial reporting for the general fund and utilities; changes in operating income and loss for the utilities and net changes in retained earnings; numbers of interest in revenues and expenditures; and special assessments receivable for the 2011 through 2022 street projects and preliminary assessments for the 2023 street projects.

The Village Board received a summary outlining the 2025 debt payments for each debt issue, the financial support for those debt payments (tax levy, assessments, TID No. 1, and the utilities), and the need to find alternative funding sources to cover the delayed special assessment collections. The shortfall was estimated at \$155,000. They could levy the difference, borrow from the Sewer Utility, or draw from a committed fund. The Board by consensus ruled out increasing the debt levy and asked for information at the budget hearing on whether the Sewer Utility could absorb the loan.

- IV. SET OR CHANGE MEETINGS AS NEEDED.** No action.

- V. ADJOURNMENT.** Motion Burkhard/Paasch to adjourn; carried without negative vote. The meeting adjourned at 8:08pm.

Respectfully submitted,

Stacy Grunwald
Director of Village Services

Approved on 12-18-2024