

# **VILLAGE OF CEDAR GROVE**

## **Village Board Meeting Minutes**

Monday, June 12, 2017 6:00pm

*At Cedar Grove Public Library – Community Room – 131 Van Altena Ave*

Village President Mike DeHaai called the meeting to order at 6:00pm.

Meeting agenda was posted: Village website, National Exchange Bank, Cedar Grove Post Office, Cedar Grove Public Library and Village Office

Village Board Members Present: Ken Hoopman, Ron Hinze, Benji Meerdink, David Otte, Justin Neese

Also Present: Jan Hoitink, Ray Selk, Andy Selk, Ward Meinen, Dan Theune, Tom Bruggink, Jason Martin, LuAnn Kroening, Kyle Voskuil, Nate Hinze, Dave Huenink, James Mann of Ehlers & Associates, Tom Getschman arrived at 7:40pm.

Richard Wirtz was absent.

### **Correction to the June 12, 2017 Village Board Meeting Agenda**

Public Input – Brian Voskuil was inadvertently noted on the agenda. The correct name is Michael Voskuil.

### **Review of Minutes**

Ron Hinze made a motion to approve the minutes from the May 1 Village Board meeting, May 8 Special Village Board meeting, May 22 Planning Commission meeting and the May 24 Health Committee meeting, seconded by Justin Neese. Roll call vote YES 5 NO 0

### **Public Input**

Kyle Voskuil presented a certified survey map for the division of three lots (Lots 62, 63, and 64) into two lots on South 2<sup>nd</sup> Street in Grove Meadows. Michael Voskuil is purchasing the other lot. Michael is planning to build in July. Mike DeHaai and Julie Brey signed the certified survey map.

Ron Hinze made a motion to approve the certified survey map as presented by Kyle Voskuil for the division of three lots (62, 63 and 64) into two, seconded by Justin Neese. Roll call vote YES 5 NO 0

Nate Hinze presented a certified survey map for the division of three lots (Lots 25, 26, and 27) into two lots on Grove Court in Grove Meadows. Ben Lukens is purchasing the other lot. Mike DeHaai and Julie Brey signed the certified survey map.

Ken Hoopman made a motion to approve the certified survey map as presented by Nate Hinze for the division of three lots (25, 26, and 27) into two, seconded by Justin Neese. Roll call vote YES 4 NO 0 ABSTAIN (Hinze) 1

Tom Bruggink was present to discuss the water/sewer bill he received from the installation of the new meters.

Jason Martin was present representing Mary's Country Grove regarding any questions on licensing.

James Mann of Ehlers and Associates presented a detailed explanation of the TIF process, cost, timeline, etc.

### **Review the Claims**

Ron Hinze made a motion to approve and pay all claims as presented, seconded by Justin Neese. Roll call vote YES 5 NO 0

### **Committee Reports**

- Street, Sewer, Water

1. CMAR Resolution – Wastewater – A copy of the completed CMAR (Compliance Maintenance Annual Report) was reviewed. The WW plant received all A's with a grade of 4.0.

Justin Neese made a motion to accept the CMAR Resolution as presented, seconded by Benji Meerdink. Roll call vote YES 5 NO 0

- Public Works Manager

1. Sale of garbage truck – the garbage truck was taken to Appleton for sale at the auction.
2. Large item drop off – update, hours – the large item drop off day (June 3) was well received. Based on the turnout and times that residents dropped items off, Jan suggested changing the hours of the quarterly drop off day(s) to 9:00am – 1:00pm.
3. Village pick-up trucks – quotes received from Jacoby's Auto Body to repair the hail damage to the two Village pick-up trucks. After discussion, it was agreed to have the red truck repaired and hold off on the blue truck at this time.
4. Summer hours – changing the work hours during summer (Memorial Day to Labor Day) was discussed. It was decided to try a summer hour program as follows:

Monday through Thursday – 6:30am to 3:30pm; Friday – 6am – noon

The summer hours program will be re-evaluated after Labor Day.

- Finance

1. An offer to purchase the land behind 6<sup>th</sup> Street is currently in process.
2. Discussion held regarding the possibility of a TIF District for Ray Selk's proposed warehouse project.

- Fire, Law, Safety
  1. Fireworks – no update was provided on the storage of fireworks by a resident in the Village.
  2. Volunteer Funds Ordinance – Dave Huenink provided a copy of an ordinance pertaining to Volunteer Funds of the Fire Department. Village Board members will review the ordinance and any comments, concerns and/or suggestions should be forwarded to Julie for compilation and further discussion.
  
- Park & Recreation
  1. Joint meeting with CG at Play and Village Board is scheduled for Wednesday, June 14<sup>th</sup> at 7:00pm.
  
- Amsterdam Park - Nothing
  
- Museum - Nothing
  
- Library Board - Nothing
  
- Health
  1. Members of the Health Committee met on May 24 to discuss modifying the existing Conditional Use Permit for Heart to Hands Holistic Health Center to allow the sale of vitamins/supplements. This issue will be presented to the Planning Commission at their next meeting. In addition, Trevor Lukens was contacted about the pool located at 123 S 2<sup>nd</sup> St. He will take a look at it to possibly fill it in.
  
- Personnel
  1. Building Inspection Fee Schedule 2017 – The fee schedule was reviewed. The following changes were suggested: change 1 Family to Single Family; change 2 Family to Duplex and change 3 Family to Multi Family.

Ken Hoopman made a motion to approve the Building Inspection Fee Schedule 2017 with the proposed changes, seconded by David Otte. Roll call vote YES 5 NO 0
  
- Economic Development
  1. LuAnn Kroening – Zoning Change – 755 S Main St – LuAnn Kroening was present regarding her request to change the zoning at 755 S Main St from Industrial to R-3 Multi Family Residential.

Ron Hinze made a motion to approve the Zoning Change for LuAnn Kroening for 755 S Main St from Industrial to R-3 Multi Family Residential, seconded by Ken Hoopman. Roll call vote YES 5 NO 0

LuAnn would like to subdivide this lot in order to build a house. A Planning Commission meeting will be scheduled for this separate issue.

- Clerk

1. Licenses were reviewed and approved for the upcoming year: July 1, 2017 – June 30, 2018. Listing is attached.

Ken Hoopman made a motion to approve the renewal of all licenses provided on the attached listing, seconded by Justin Neese. Roll call vote YES 5 NO 0

2. Holland Guild donation – Donation request from the Holland Guild for Hollandfest. A donation of \$100.00 was suggested.

Ken Hoopman made a motion to approve the donation of \$100.00 to the Holland Guild, seconded by Justin Neese. Roll call vote YES 5 NO 0

3. Code Book – Ordinances – discussion held regarding the need to update the existing ordinances in the Code Book. Justin will work with Julie on this project.
4. Chapter 17 – Zoning Code modifications – a draft of Chapter 17 – Zoning Code was provided for review. Additional changes will be made and presented at the next Planning Commission Meeting/Public Hearing.

Ken - 3, Ron - 5, Benji - 3, Dave - 3, Justin - 1, Mike - 6

- Legal

1. Rugby field update – Julie will contact Attorney Richard Wirtz to draft a letter to the attorney of the individual who damaged the field.

- President

1. Resignation of Village Trustee – Mark Mentink – filling of vacancy – A resignation letter was received from Trustee Mark Mentink effective May 24, 2017.

Ron Hinze made a motion to accept the resignation of Mark Mentink effective May 24, 2017, seconded by Justin Neese. Roll call vote YES 5 NO 0

After brief discussion, it was agreed on by the Board members to nominate an individual for the remaining term of the open Trustee position previously

held by Mark Mentink. Nominations will be heard at the next Village Board meeting, scheduled for July 17, 2017.

Ron Hinze made a motion to nominate an individual for the remaining term of the open Trustee position previously held by Mark Mentink, seconded by Ken Hoopman. Roll call vote YES 5 NO 0

- Ken Hoopman made a motion to adjourn the meeting at 9:36pm, seconded by Justin Neese. Roll call vote YES 5 NO 0.

Respectfully submitted,

Julie Brey

Village Clerk/Treasurer