

# **NOTICE OF CEDAR GROVE VILLAGE BOARD MEETING AGENDA**

**MONDAY, OCTOBER 14, 2024**

**Starting Time: 6:00pm**

**Cedar Grove Public Library – Community Room, 131 Van Altena Avenue, Cedar Grove, WI**

**1. Call Meeting to Order**

**2. Verification of Meeting publication/posting** – *Village website, Village office, CG Post office, Library*

**3. Approval of Prior Meeting Minutes**

September 9 VB Meeting • September 12 Special VB Meeting

**4. Public Comment** – *Note: the public may comment on any topic, but WI Open meeting laws do not allow for action to be taken on issues not listed on the agenda. The Board reserves the right to limit time for comments.*

**5. Review / Approval of Claims**

**COMMITTEE REPORTS**

**6. Fire, Law, Safety**

**7. Street, Sewer, Water**

- Main Street Project – Nick VandeHey, McMahon & Associates

**8. Public Works Manager**

**9. Public Buildings**

**10. Finance**

- Schedule Budget meetings

**11. Park & Recreation**

**12. Amsterdam Park**

**13. Museum**

**14. Library Board**

**15. Personnel**

- Applicator's License – DPW personnel
- Multipliers – DPW personnel

**16. Planning Commission**

- John Poull Jr – Variance
- PUD Zoning – Addition to Code Book

**17. Clerk**

- Class B Beer License Application – Ugly Mugs Too, 219 S Main Street

**18. Legal**

**19. President**

**20. Adjourn Meeting**

*Next Scheduled Village Board meeting: Monday Nov11, 2024*

Julie Brey, Village Clerk/Treasurer - (Notice posted Oct. 11, 2024)

*\*\*Agenda items may be taken out of order as listed. Any person wishing to attend the meeting requiring accommodation due to a disability should contact the Village office at (920) 668-6523 at least 24 hours prior.*

**VILLAGE OF CEDAR GROVE**  
**Village Board Meeting Minutes**  
**Monday, October 14, 2024 6:00pm**

*At Village of Cedar Grove Library, Community Room  
131 Van Altena Ave, Cedar Grove WI 53013*

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

Village Board Members Present: Mike DeHaai, Ken Hoopman, Peggy Houglum, Benjie Meerdink, Tom Getschman, Kevin Lorge (6:06pm)

Absent: David Reichle

Also Present: Jan Hoitink, Dr. John Cook, David Huenink, Kyle Voskuil, Tom Bruggink, Nick VandeHey

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

**Review of Minutes**

Tom Getschman made a motion to approve the minutes from the September 9, 2024 Village Board meeting and the September 12, 2024 Special Village Board meeting, seconded by Peggy Houglum. Roll call vote YES 4 NO 0

**Public Input**

David Huenink was present to advise the Village of Cedar Grove trustees that Town of Holland will be changing their monthly Town Board meeting start time to 6:30pm.

**Review the Claims**

Kevin Lorge made a motion to approve and pay all claims as presented, seconded by Tom Getschman. Roll call vote YES 5 NO 0

**Committee Reports**

- Fire, Law & Safety – Nothing to report.
- Street, Sewer & Water
  1. Main Street Project – Nick VandeHey, McMahon & Assoc. Nick was present to review some outstanding questions and decisions regarding the upcoming Main Street project:
    - Colored concrete was decided upon for areas of the Main Street sidewalk – not stamped due to the possibility of damage from snow removal machinery.
    - The Post Office will furnish and install cluster mailboxes for the Main St. residents. Placing the mailbox clusters on side streets is preferred. The Village will need to provide the concrete slab. The Village Board decided to use standard mailboxes for the permanent and temporary boxes.
    - The Postmaster will provide temporary locations for the mailboxes for the Main Street residents.
    - The former salon building will need to be razed. Before that occurs, an environmental study is required.

- Kyle met with Nick, Eric Meinnert and John from Willman regarding the removal of the salon and the garage located on Eric Meinnert's property at 418/420 S Main St. It would be best if the salon and the garage could be razed at the same time.
  - Nick explained the residents of Main Street would need to sign temporary easements for the project. This can be done at one of the informational meetings that is planned for the end of the year.
  - Discussion held regarding replacing residents' trees if they need to be removed during the project.
  - Nick discussed installing concrete and redoing the signage at Union Avenue and Main Street. Staging for traffic control would need to occur in this area during the project.
  - Jan will check with business property owners about the bike racks at their locations and if they want to keep them.
  - Providing temporary signage for the businesses during the project was discussed.
  - 2025 Hollandfest was briefly discussed. The Holland Guild will meet in January to discuss the options.
  - Replacing the concrete/asphalt around the Fire House was discussed with the group.
  - A few sidewalk steps and railings of property owners on Main Street may need replacement. It was discussed to offer a waiver or assessment to these property owners to have these areas repaired during the project. Nick and Jan will review.
- Public Works Manager – Nothing to report.
  - Public Buildings – Nothing to report.
  - Finance
    1. Schedule Budget meetings – Finance meeting to begin 2025 budget scheduled for October 23, 2024 at 5:30pm at the Village office.
  - Park & Recreation – Nothing to report.
  - Amsterdam Park – Jan reported that the boat ramp was removed.
  - Museum – Nothing to report.
  - Library Board – Nothing to report.
  - Personnel
    1. Applicator's License – DPW personnel – It was discussed to have the DPW personnel trained to apply fertilizer on the grassy areas in the Village rather than continue to pay an outside contractor. One of the DPW employees will obtain the license.

Ken Hoopman made a motion to approve the DPW personnel to begin the training for application of fertilizer and one of the DPW employees to obtain their application licensure, second by Kevin Lorge. Roll call vote YES 5 NO 0

The employee who obtains the licensure will receive a pay increase.



2. Multipliers – DPW personnel – Changing the multipliers in the Employee Handbook was discussed. E3 Classification will change from 1.20 to 1.07; E4 Classification will change from 1.45 to 1.32; and E5 Classification will change from 1.60 to 1.47 in the Employee Handbook. Julie will make the necessary updates to the Employee Handbook.

Ken Hoopman made a motion to approve the change in the multipliers, seconded by Benjie Meerdink. Roll call vote YES 5 NO 0

- Planning Commission

1. John Poull Jr – Variance – John applied for a Variance to build a 45 x 80 shed to store farm equipment on his property located at 501 E Cedar Avenue, Cedar Grove WI. During the Planning Commission meeting, it was suggested to John to change the location of the shed to 50 feet off the lot line instead of 25 feet off the lot line, with no additional changes made to the existing grading. This change came from a concern from the Sauk Trail Conservation Club members relating to the water run-off from the building.

Ken Hoopman made a motion to approve the Variance from John Poull Jr. to build a 45 x 80 shed on his property at 501 E Cedar Avenue, Cedar Grove WI, and changing the location of the shed to 50 feet off the lot line instead of 25 feet off the lot line, seconded by Peggy Houghlum. Roll call vote YES 5 NO 0

2. PUD Zoning – Addition to Code Book – the updated PUD zoning document was provided to the Board members for review. The new PUD zoning will be added to the Code Book. The new PUD zoning has been reviewed and approved by the Village attorney.

Ken Hoopman made a motion to approve the new PUD zoning to be added to the Code Book, seconded by Kevin Lorge. Roll call vote YES 5 NO 0

- Clerk

1. Class B Beer License Application – Ugly Mugs Too, 219 S Main Street, Cedar Grove – Class B Beer License Application was review and discussed for Ugly Mugs too, 219 S Main Street, Cedar Grove. No further questions or concerns.

Ken Hoopman made a motion to approve the Class B Beer License Application from Ugly Mugs Too, 219 S Main Street, Cedar Grove, seconded by Peggy Houghlum. Roll call vote YES 5 NO 0

Meetings: Ken – 4, Peggy - 1, Benjie - 3, Tom – 1, Mike – 3, Kevin – 2, Dave - 0

- Legal – Nothing to report
- President – Nothing to report
- Ken Hoopman made a motion to adjourn the meeting, seconded by Peggy Houghlum. Roll call vote YES 5 NO 0. Meeting adjourned at 8:48pm.

Respectfully Submitted by: Julie Brey ~ Village Clerk/Treasure

\*Please note: some topics for discussion / action were not presented in the same order as presented on the agenda.