

VILLAGE OF CEDAR GROVE

Village Board Meeting Minutes

Monday, January 13, 2020 6:00pm

At Village of Cedar Grove Public Library – 131 W 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, Benjie Meerdink, David Otte, Tom Getschman arrived at 6:04pm.

Also Present: Jan Hoitink, Dr. Claire Martin, Chad Hoopman, Dave Huenink, Kyle Voskuil, Benji Lukens

Review of Minutes

Ron Hinze made a motion to approve the minutes from the December 9, 2019 Village Board meeting as presented, seconded by Ken Hoopman. Roll call vote YES 4 NO 0

Public Input

Dr. Claire Martin and Chad Hoopman from Cedar Grove Belgium School were present to report a position – Community Resource Officer – that the school will be recruiting for. The hours for this part time position will be varied with presence at sporting events. The position may go to full time in the future.

Amsterdam Park parcels/merger – Dave Huenink was present for approval regarding merging 11 parcels into 1 and transferring the ownership to the Amsterdam Park Commission. (See Amsterdam Park section for motion/approval)

Review the Claims

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

Committee Reports

- Fire, Law & Safety – Benji Lukens reported the Annual Report for the Fire Dept will be forthcoming. Joel Daane will be setting up the power for the generator on Thursday at the Fire House. The Standard Operating Guidelines for the physicals are in process. An inventory list was inquired about – Benji Lukens will check on that list.
- Public Works Manager – Jan has contacted Beacon Athletics for an estimate for items for the sports complex. Jan reported Sheboygan County has installed a brine tank by the Recycling area in the Village.

- Public Buildings
 1. Village Office – Julie requested a change in the set-up of the Village office to make it more secure. This matter will be forwarded to the Public Buildings Committee. This Committee meeting is scheduled for Wednesday, January 15 at the Village office at 2:30pm.
- Street, Sewer & Water – Nothing to report
- Finance – Nothing to report
- Park & Recreation – Nothing to report
- Amsterdam Park
 1. Amsterdam Park parcels / merger – Dave Huenink was present to request approval to merge 11 parcels into 1 and transfer ownership to Amsterdam Park Commission.

Ron Hinze made a motion to approve the title transfer currently titled to Village of Cedar Grove and Town of Holland to merge the 11 parcels into 1 and change ownership to Amsterdam Park Commission, seconded by Ken Hoopman. Roll call vote YES 5 NO 0

- Museum – Nothing to report
- Library Board – The cameras were installed at the end of December.
- Health – Nothing to report
- Personnel – Nothing to report
- Economic Development – Nothing to report
- Clerk
 1. Ballot placement drawing – Mike DeHaai drew names for the placement on the ballot for the upcoming election in April 2020.
 1. Ronald Hinze
 2. Tom Getschman
 2. Comprehensive Plan survey – The publication of the survey designed by Bay Lakes has been placed in the Lakeshore Weekly, posted in the Village and put on the Village website. The deadline for responses is February 14, 2020.
 3. Village of Cedar Grove Code Book – A meeting to begin working on the next step of the Code Book needs to be scheduled. Special Village Board meetings were scheduled for January 27, 2020 and February 4, 2020 at 6:00pm at the Village office.
 4. June 2020 Village Board meeting date change – Julie asked to change the June 2020 Village Board meeting date from June 8 to June 15, 2020.

Ken Hoopman made a motion to approve the change of the date of the June Village Board meeting from June 8 to June 15, 2020, seconded by Benjie Meerdink. Roll call vote YES 5 NO 0

Ken - 0, Ron - 1, Benjie - 1, David - 0, Tom – 0, Mike – 0

- Legal – Nothing to report
- President – Nothing to report
- Tom Getschman made a motion to adjourn the meeting, seconded by Ken Hoopman.
Roll call vote YES 5 NO 0 Meeting adjourned at 8:13pm.

Submitted by:

Julie Brey ~ Village Clerk/Treasurer

VILLAGE OF CEDAR GROVE

Village Board Meeting Minutes

Monday, February 10, 2020 6:00pm

At Village of Cedar Grove Public Library – 131 W 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, Benjie Meerdink, David Otte, Tom Getschman

Also Present: Kyle Voskuil, Dave Huenink, Tom Bruggink

Review of Minutes

Ron Hinze made a motion to approve the following minutes:

January 13, 2020 Village Board meeting

January 15, 2020 Public Buildings meeting

January 27, 2020 Special Village Board meeting

January 29, 2020 Public Buildings meeting

February 4, 2020 Special Village Board meeting as presented, seconded by Ken Hoopman. Roll call vote YES 5 NO 0

Public Input

No one was present for Public Input.

Review the Claims

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

Committee Reports

- Fire, Law & Safety
 1. Annual report has been sent to Board members; the generator is up and running at the Fire House, updating the equipment inventory list was discussed and brief discussion about needing an accessible location for a dry hydrant.
- Public Works Manager – Nothing to report
- Public Buildings
 1. Village Office renovation quotes – Quotes were received from Garside Carpentry, Josh Fountaine and DeTroye Electric for the office renovation. The quote from Garside included removing entrance door, building a wall in entry area, building a half wall in office area, installing countertops, drywall and staining work. The quote from Josh Fountaine included upgrading the modem/router and wiring/cabling in the

Village office. The DeTroye quote included installing card readers, cameras, door strikes, wiring of outlets, etc. It was decided to leave the shop doors with key pads and to have DeTroye quote the project again including three cameras, the buzzer and a key for the door.

Ken Hoopman made a motion to approve the Garside quote as provided and also approve the partial quote from Josh Fountaine, pending an amount for labor, seconded by David Otte. Roll call vote YES 5 NO 0

- Street, Sewer & Water – Nothing to report
- Finance – Nothing to report
- Park & Recreation
 1. Letter – McMahon/A. Chappa – Cedar Grove Sports Complex – letter was received from Nick VandeHey of McMahon stating June 20, 2020 will be the new completion date for the Cedar Grove Sports Complex by A. Chappa Construction. The change in the completion date is due to the wet weather conditions in 2019.

Ken Hoopman made a motion to approve the letter from Nick VandeHey with a new completion date of June 20, 2020 for the Cedar Grove Sports Complex by A. Chappa Construction, seconded by Ron Hinze. Roll call vote YES 5 NO 0

- Amsterdam Park – Nothing to report
- Museum – Nothing to report
- Library Board – Nothing to report
- Health – Nothing to report
- Personnel – Nothing to report
- Economic Development – Nothing to report
- Clerk

Ken - 4, Ron - 3, Benjie - 5, David - 2, Tom – 2, Mike – 4

- Legal – Nothing to report
- President – Nothing to report
- Ken Hoopman made a motion to adjourn the meeting, seconded by Tom Getschman. Roll call vote YES 5 NO 0 Meeting adjourned at 8:35pm.

Submitted by:

Julie Brey ~ Village Clerk/Treasurer

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

VILLAGE OF CEDAR GROVE

Village Board Meeting Minutes

Monday, March 9, 2020 6:00pm

At Village of Cedar Grove Public Library – 131 W 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, Benjie Meerdink, David Otte, Tom Getschman

Also Present: Jan Hoitink, Kyle Voskuil, Benji Lukens, Robert Berndt, Jonny Berndt, Dave Huenink, Doug VandenPlas arrived at 6:39pm

Review of Minutes

Ron Hinze made a motion to approve the following minutes:

February 10, 2020 Street, Sewer, Water Committee meeting

February 10, 2020 Village Board meeting

February 11, 2020 Park & Recreation Committee meeting

February 11, 2020 Special Village Board meeting

March 4, 2020 Park & Recreation Committee meeting as presented, seconded by Ken Hoopman. Roll call vote YES 5 NO 0

Public Input

David Huenink provided the documents for signature by Mike DeHaai, Julie Brey and Ron Hinze for merging the eleven parcels into one at Amsterdam Park. Each signed and were witnessed and notarized by Janelle Kaiser.

Review the Claims

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

Committee Reports

- Fire, Law & Safety – Tom Getschman met with fire department personnel regarding an inventory listing of all fire department equipment. Fire department was asked to finish/update the inventory listing by the end of the year and note the equipment that was purchased by the Village/Town of Holland and the fire department.

CPR training is being held at the Fire House on March 30 at 7:00pm.

- Public Works Manager – Jan provided an update regarding Beacon Athletics for items for the sports complex. Bleachers, bases, dug out benches, etc. were discussed with

Benji from Beacon. Jan will also be looking into another company regarding these items.

- Public Buildings
 1. Village Office renovation quotes were received from DeTroye Electric and Josh Fountaine. DeTroye quote - \$4358.44 for adding 3 cameras on office building and 1 electric strike with push button; Josh Fountaine quote was updated to include \$630 for labor.

Ken Hoopman made a motion to approve the quote from DeTroye Electric for \$4358.44 and the updated quote from Josh Fountaine for an additional \$630 for labor, seconded by Benjie Meerdink. Roll call vote YES 5 NO 0

- Street, Sewer & Water
 1. Signage – corner of Commerce and Union – discussion held regarding putting business signage at the corner of Commerce and Union. It was decided to have this matter forwarded to the Street, Sewer and Water Committee for further discussion.
- Finance – Nothing to report
- Park & Recreation
 1. Memorial Park memorial - the Park & Recreation Committee met on March 4 with Jonny Berndt regarding his Eagle Scout project of constructing a veteran memorial to be placed in Memorial Park. Jonny provided a sample of the bronze plate plaque that will be used for the veteran's names. Two placement options were discussed: 1. Near the sidewalk or 2. Near the windmill. The Legion is in favor of the placement of the memorial near the sidewalk – making it easier to view. Jan will check into ground-mounted floodlights for the memorial. Jonny's goal is to have the project completed before Hollandfest.

Ron Hinze made a motion to approve the veteran memorial project designed by Jonny Berndt for his Eagle Scout project, seconded by Benjie Meerdink. Roll call vote YES 5 NO 0

2. Cedar Grove Sports Complex updates – Doug VandenPlas was present to discuss the donation tree at the complex. The project cost with the etched plaques was estimated to be \$2475.00 while the engraved plaques would be \$3700.00. At this time, there are 28 names. The tree will be made up of multiple pieces and aluminum. The Village Board members requested Doug to look into anodized aluminum for the tree and provide updated pricing. It was suggested to have Jan move the light on the concession building at the complex.

- Amsterdam Park – Next meeting is scheduled for April.
- Museum – Nothing to report
- Library Board – Nothing to report
- Health – Nothing to report
- Personnel – Nothing to report

- Economic Development – Nothing to report
- Clerk
 1. Appointment of additional Election Officials – Connie Debbink, Kim Hoitink, and Holly Paavola are new election officials appointed for the 2020-2021 term.

Ken Hoopman made a motion to approve the three new election officials for the 2020-2021 term, seconded by Benjie Meerdink. Roll call vote: YES 5 NO 0

2. Open Book and Board of Review schedule/dates – Open Book is scheduled for April 23, 2020 from 5pm – 7pm. Board of Review is scheduled for May 11, 2020 from 4pm – 6pm. Ken, Ron, Mike and Julie are scheduled for Board of Review. Training materials will be ordered by Julie as this is a training year and an affidavit is required to be filed with the Department of Revenue.

Ken - 3, Ron - 4, Benjie - 3, David - 1, Tom – 3, Mike – 4

- Legal – Nothing to report
- President – Nothing to report
- Ken Hoopman made a motion to adjourn the meeting, seconded by David Otte. Roll call vote YES 5 NO 0 Meeting adjourned at 7:54pm.

Submitted by:

Julie Brey ~ Village Clerk/Treasurer

VILLAGE OF CEDAR GROVE

Village Board Meeting Minutes

Monday, April 20, 2020 6:00pm

Meeting was held virtually – via Zoom

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

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

Village Board Members Present: Ken Hoopman, Ron Hinze, Benjie Meerdink, David Otte, Tom Getschman

There were other individuals present on the Zoom call that did not identify themselves.

Also Present: Jan Hoitink, David Huenink, Kyle Voskuil

Review of Minutes

Benjie Meerdink made a motion to approve the following minutes:

March 9, 2020 Village Board meeting

March 16, 2020 Special Village Board meeting

March 16, 2020 Planning Commission meeting

March 24, 2020 Special Village Board meeting

April 9, 2020 Special Village Board meeting as presented, seconded by Ken Hoopman.
Roll call vote YES 5 NO 0

Public Input

None

Review the Claims

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

Committee Reports

- Planning Commission
 1. Conditional Use Permit – Cedar Grove Belgium School – The Cedar Grove Belgium School requested a Conditional Use Permit (CUP) to utilize the property (athletic field) located at 224 N 2nd Street, Cedar Grove for recreational uses (softball, green space, playground, soccer). The property is currently zoned R-2 Single Family Residential and allows for various conditional uses. The Planning Commission approved the CUP for the Cedar Grove Belgium School District and included the rest of the school's property zoned R-2 to fall under this CUP at their meeting on March 16, 2020.

Ken Hoopman approved the CUP application from the Cedar Grove Belgium School to utilize the 224 N 2nd Street property for recreational uses and also include the rest

of the school's property zoned R-2 to fall under this CUP, seconded by Benjie Meerdink. Roll call vote YES 5 NO 0

- Fire, Law & Safety

1. I-43 calls – David Huenink – David discussed a proposal to waive the billing for Town of Holland and Village of Cedar Grove residents for any accidents they would be involved in on I43 where fire department personnel would be utilized. The question was raised to the Village Board members if they were in favor of continuing to bill TOH and VOCG residents for I43 calls and all members voted yes.

Additional discussion included the need for a form for the Fire Department personnel to complete and provide to the Town of Holland clerk for the I43 calls.

A billing policy for I43 calls also needs to be prepared. David Huenink will work on this with assistance from Tom Getschman.

- Public Works Manager

1. Lee Recreation & Beacon Athletics quotes – Jan briefly discussed some of the information he received from both Lee Recreation and Beacon Athletics regarding the items needed for the complex. It was decided to meet later at the park to get a better perspective on the items that are needed at the complex. In addition, quotes should be compared. It was suggested to consider requesting another quote since the items will not be needed this summer. Jan reported that Joel Daane would move the light on the wall where the donation tree will be installed.

2. Independence Park – basketball hoops – Jan questioned if the Board was interested in replacing the basketball hoops and poles at Independence Park. If there is interest in replacing, it would need to be done prior to the planned resurface of the park area. It was suggested for Board members to look at the basketball hoops at the park prior to the next Board meeting in May.

3. Northern Pipe – manhole rehab – currently there are a few manholes experiencing flow problems. One is at the corner of RR and S Main St; the other is on W Union Ave. Jan would like to rehab both manholes in an effort to prevent any sewer backups. In addition, this work can only be done during the summer months. All board members agreed to go forward.

- Public Buildings – Office renovation is still in progress.

- Street, Sewer & Water

1. Keeping of Domesticated Chickens Applications (2) – Two applications were reviewed by the Street, Sewer and Water Committee prior to this meeting. James Gerend (330 E Union Ave) resubmitted his application requesting to keep 24 chickens. The committee members reviewed the application and made a recommendation to approve the application for James Gerend.

Tom Getschman made a motion to approve James Gerend's application for Keeping of Domesticated Chickens with a variance allowing the Gerend's to keep 24 chickens instead of six (6) chickens (per ordinance), seconded by Ron Hinze. Roll call vote YES 4 NO 1 (Otte)

Amanda Narus (211 N Main St) submitted an application requesting to keep six (6) chickens. Per ordinance, six (6) chickens are allowed. The committee members reviewed the application. There was a question on the setbacks and outdoor run. The committee made a recommendation to approve the application from Amanda Narus.

Tom Getschman made a motion to approve Amanda Narus' application for Keeping of Domesticated Chickens for keeping six (6) chickens – if the outdoor coop is 30 feet from 215 N Main St, seconded by Ron Hinze. Roll call vote YES 5 NO 0

Julie will contact Amanda Narus to confirm the outdoor coop distance.

- Finance – Nothing to report
 - Park & Recreation
 1. CG at Play – Mike reported receiving an email regarding the total raised for CG at Play's playground project. There was discussion if the venue could possibly be changed for the playground. This item will be discussed at the May meeting after additional information is gathered.
 - Amsterdam Park – next meeting is scheduled for May, which was rescheduled from April.
 - Museum – Nothing to report
 - Library Board – The Library will begin to offer curbside pickup of library materials.
 - Health – Nothing to report
 - Personnel – Nothing to report
 - Economic Development – Nothing to report
 - Clerk
 1. Election – Julie reviewed the April 7 election with the Board. There were 709 voters: 511 absentee ballots and 198 in person voters.
 2. Notification System – Village – Brief discussion held regarding having a notification system for the Village. Julie will look into the options available.
- Ken - 3, Ron - 4, Benjie - 4, David - 2, Tom – 3, Mike – 4
- Legal – Nothing to report
 - President – Nothing to report

- Benjie Meerdink made a motion to adjourn the meeting, seconded by Tom Getschman. Roll call vote YES 5 NO 0 Meeting adjourned at 8:26pm.

Submitted by:

Julie Brey ~ Village Clerk/Treasurer

VILLAGE OF CEDAR GROVE

Village Board Meeting Minutes

Monday, May 11, 2020 6:00pm

At Village of Cedar Grove Library – 131 W Van Altena Ave, Cedar Grove WI 53013

Meeting was also held via Zoom

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

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

Village Board Members Present: Ken Hoopman, Ron Hinze, Benjie Meerdink, David Otte (left at 8:02pm), Tom Getschman, Michael Wolfe

Rachel Wolfe was present via Zoom.

Also Present: Jan Hoitink, Larry Lukens (left at 6:16pm)

Review of Minutes

Benjie Meerdink made a motion to approve the following minutes:

April 20, 2020 Street, Sewer, Water Committee meeting

April 20, 2020 Village Board meeting

May 7, 2020 Street, Sewer, Water Committee meeting as presented, seconded by Ken Hoopman. Roll call vote YES 6 NO 0

Public Input

Larry Lukens was present to discuss the lots owned by Development III. He provided some comparisons to other lots in the Village and had questions regarding the tax amounts. Julie will contact Adam from Associated Appraisal and will reply to Development III/Larry.

Review the Claims

David Otte made a motion to approve and pay all claims as presented, seconded by Ron Hinze. Roll call vote YES 6 NO 0

Committee Reports

- Fire, Law & Safety
 1. Meetings / Practices – the Fire dept. personnel have started to meet and hold practices. They are meeting in smaller groups and abiding by the social distancing and safety guidelines.
- Public Works Manager
 1. Independence Park – basketball hoops – the two hoops/poles at Independence Park are in need of replacement. Since the park area is being resurfaced mid to late June, it was suggested to replace the hoops/poles prior to the resurfacing. The hoops/poles are \$1100/each.

Benjie Meerdink made a motion to approve replacing the poles, backboard, hoops and rims at Independence Park for \$2200 total – not including sonnet tubes, seconded by Ken Hoopman. Roll call vote YES 6 NO 0

2. WW Plant – Driveway – the driveway at the WW plant is uneven and difficult to drive on. Jan spoke with Trevor Lukens to clean it up, put a good base down and add slag to it. Jan confirmed the County does not have any spoils at this time.

Ron Hinze made a motion to approve the repair to the WW plant driveway, seconded by Benjie Meerdink. Roll call vote YES 6 NO 0

3. LED Streetlights – Update – as of May 6, 2020, 82 LED streetlights have been replaced. WE Energies has 20 more to install and the project will be completed.

4. Air relief valve – Otte Bus – Jan is in the process of trying an air relief valve on the hydrant by Otte Bus in an effort to fix the water pressure issues that Otte Bus has been experiencing.

- Public Buildings – Nothing to report
 - Street, Sewer & Water
 1. Large Item Drop Off – Large Item Drop Off day has been rescheduled from March 28 to May 30 from 8 – 12 noon. The next scheduled days are June 27, September 19 and December 5, 2020.
 - Finance – Nothing to report
 - Park & Recreation
 1. CG at Play – Discussion held regarding the needs for CG at Play to begin the playground installation. The Public Works personnel will remove the existing blacktop and the wood chips. Jan will check on options for the soft landing material for under the playground equipment.
 2. Cedar Grove Sports Complex – Pollinator Garden, Infield Tile & Updates – the pollinator garden area has been staked. It will not be able to plant until fall. Wegner will pull the silt fence, install the infield mix and square up the bases. Northeast Asphalt will begin blacktopping with completion prior to Memorial Day. The landscaper will begin when the ground is at least 50 degrees.
Jan stated that the baselines are very wet. He received a quote for \$6487.18 to tile both fields.
- Ken Hoopman made a motion to approve tiling the infields at the sports complex per quote of \$6487.18, seconded by Ron Hinze. Roll call vote YES 6 NO 0
- Amsterdam Park
 1. Boat Launch – The boat launch will be discussed at the next Amsterdam Park meeting, which is scheduled for Monday, May 18.

- Museum – Nothing to report
- Library Board – Nothing to report
- Health – Nothing to report
- Personnel – Nothing to report
- Economic Development – Nothing to report
- Clerk
 1. Oaths – Mike DeHaai administered the official oaths of office for elected Village Trustees to Tom Getschman, Ron Hinze and Michael Wolfe. Per WI Statute 61.23, the term of office for Village Trustees shall commence on the 3rd Tuesday of April (April 21, 2020) for two (2) years. Julie previously had each Trustee stop in the Village office to receive and sign their oath prior to April 21, 2020.
 2. Email addresses – brief discussion held regarding new email addresses for the Village trustees. Julie will continue to research.
 3. Office Reopening – it was suggested to open the office when Julie moves into the front office area.

Ken - 1, Ron - 1, Benjie - 1, David - 0, Tom – 1, Mike – 1, Michael - 0
- Legal – Nothing to report
- President – Brief discussion held regarding getting quotes for cameras for Independence Park as well as the Cedar Grove Sports Complex.
- Ken Hoopman made a motion to adjourn the meeting, seconded by Benjie Meerdink. Roll call vote YES 5 NO 0 Meeting adjourned at 8:16pm.

Submitted by:

Julie Brey ~ Village Clerk/Treasurer

VILLAGE OF CEDAR GROVE

Village Board Meeting Minutes

Monday, June 8, 2020 6:00pm

At Village of Cedar Grove Library – 131 W Van Altena Ave, Cedar Grove WI 53013

Meeting was also held via Zoom

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

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

Village Board Members Present: Ken Hoopman, Ron Hinze, Benjie Meerdink, David Otte, Tom Getschman, Michael Wolfe

No one was present via Zoom.

Also Present: Kyle Voskuil, Tom Bruggink, John Richards

Review of Minutes

Ron Hinze made a motion to approve the following minutes:

May 11, 2020 Board of Review meeting

May 11, 2020 Village Board meeting

May 26, 2020 Park & Recreation Committee meeting

June 3, 2020 Park & Recreation Committee meeting as presented, seconded by Tom Getschman. Roll call vote YES 6 NO 0

Public Input

John Richards of 224 S Main Street was present to discuss the sewage backup he experienced due to the heavy rains on May 17. He contacted his insurance company and Julie contacted Continental Western on the Village's behalf. As of today, the representative has not responded from Continental Western. Julie will follow up.

Review the Claims

Ken Hoopman made a motion to approve and pay all claims as presented and also approve WE Energies (as the bill was not received as of this date), seconded by David Otte. Roll call vote YES 6 NO 0

Committee Reports

- Fire, Law & Safety
 1. Fire Department – physicals – Tom Bruggink was present to discuss the policy guideline regarding physicals for fire department personnel. After discussion, Tom will make a few revisions and forward to Fire, Law and Safety Committee members. In addition, when completed, the physical guideline will be placed in the by-laws/handbook.

- Public Works Manager – Nothing to report
- Public Buildings – Nothing to report
- Street, Sewer & Water
 1. Main Street reconstruction – cost study – due to the condition of Main Street, it was suggested to contact McMahon to begin a cost study for repair/replacement of the road. A Street, Sewer & Water Committee meeting will be scheduled to discuss further.
 2. CMAR – Approval – A copy of the completed CMAR (Compliance Maintenance Annual Report) was reviewed. The Wastewater plant received all A's and a grade of 4.0.

Tom Getschman made a motion to accept the CMAR Resolution as presented, seconded by Ken Hoopman. Roll call vote YES 6 NO 0 Mike DeHaai signed the Resolution.

- Finance – Nothing to report
- Park & Recreation
 1. CG at Play – Brad Huenink – Brad was not present at the meeting. The Park & Recreation Committee made a recommendation to approve CG at Play's project, based on the June 5 quote from Lee Recreation for \$161,352.00 with the remainder of the funds to be used for benches, garbage cans, etc. A total of \$164,000.00 was raised for this project.

Ron Hinze made a motion to approve CG at Play's playground project, per the June 5 quote from Lee Recreation for \$161,352.00 with the remaining funds to be used for benches, garbage cans, etc., seconded by David Otte. Roll call vote YES 6 NO 0

2. Cedar Grove Sports Complex updates – The quote from Lee Recreation was reviewed. Bleachers, garbage cans, bases, dug out benches, picnic tables, and a shade for the dug out was discussed. Manny will be contacted about dugout benches and shade. It was suggested to order two 4-row bleachers and possibly add a 5-row bleacher in the future. Jan will be asked to contact Beacon (in addition to Lee Recreation) for bases, garbage cans, etc.

Ron Hinze made a motion to approve the purchase of two 4-row bleachers for each diamond at the complex per quote received from Lee Recreation, seconded by Tom Getschman. Roll call vote YES 6 NO 0

3. Park reservations – a few residents have inquired about renting the parks and if there were any objections by the Village. It was suggested to abide by the 6 feet social distancing guidelines and follow the current County regulations.

4. Quotes for cameras – DeTroye Electric - DeTroye provided three proposals for cameras at the Cedar Grove Sports Complex. The internet connection from Bertram from the water tower would be utilized. It was decided to go with Option 4, which includes four Axis cameras on four corners of the building around the complex for \$11,710.30. There are also four additional options available on this quote including a camera in the kitchen area, camera by concession area, license plate recognition camera and an upgrade from 8 channel to 12 channel, a total of \$3,768.17 (additional).

Ron Hinze made a motion to approve Option 4 Proposal from DeTroye Electric (\$11,710.30) including the additional four options (\$3768.17), seconded by Benjie Meerdink. Roll call vote YES 6 NO 0

DeTroye Electric also provided a proposal for cameras to be placed at Independence Park. The proposal includes three outdoor cameras that will be placed on the exterior of the shelter at Independence Park. Total cost is \$3250.00.

Ken Hoopman made a motion to approve the proposal for three outdoor cameras at Independence Park per quote of \$3250.00, seconded by Michael Wolfe. Roll call vote YES 6 NO 0

Kyle will advise DeTroye Electric of the approval of the proposals. Jan will contact Bertram regarding the internet connection.

- Amsterdam Park – The Amsterdam Park commission met last month and the boat ramp was discussed. The installation/repair of the boat ramp is put on hold for this year due to the amount of work that is needed there. The next meeting will be held in October.
- Museum – Nothing to report
- Library Board – The Library provided a copy of their Reopening Plan. The open hours will be: 11am-6pm, Monday – Thursday and 11am-5pm on Friday. 11am - 12pm is reserved for patrons 60+ years old. Curbside service is continuing.
- Health – Nothing to report
- Personnel – Nothing to report
- Economic Development – Nothing to report
- Clerk
 1. 2020 – 2021 Licenses – Approval – License listing was reviewed and approved for the upcoming year – July 1, 2020 – June 30, 2021. Listing is attached.

Ken Hoopman made a motion to approve the licenses as presented, seconded by Benjie Meerdink. Roll call vote YES 6 NO 0

2. CARES sub grant program – Wis. Elections Commission – The WEC (Wisconsin Election Commission) has established a grant program for municipalities. The Village of Cedar Grove will receive a \$200 base sub grant plus an additional \$1.10 per registered voter as of June 1, 2020.

Ken - 1, Ron - 4, Benjie - 1, David - 1, Tom – 3, Mike – 3, Michael - 1

- Legal – Nothing to report
- President – Nothing to report
- Benjie Meerdink made a motion to adjourn the meeting, seconded by Ken Hoopman. Roll call vote YES 6 NO 0 Meeting adjourned at 8:00pm.

Submitted by:

Julie Brey ~ Village Clerk/Treasurer

VILLAGE OF CEDAR GROVE

Village Board Meeting Minutes

Monday, July 13, 2020 6:00pm

At Village of Cedar Grove Library – 131 W Van Altena Ave, Cedar Grove WI 53013

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

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

Village Board Members Present: Ken Hoopman, Ron Hinze, Benjie Meerdink, David Otte, Tom Getschman, Michael Wolfe

Also Present: Jan Hoitink, Kyle Voskuil, Tom Bruggink, Doug VandenPlas (left prior to start of meeting), Jason Jacoby (left approx. 7:05pm), Nick Vandehey (left approx. 7:35pm)

Review of Minutes

Ken Hoopman made a motion to approve the following minutes:

June 8, 2020 Park & Recreation Committee meeting

June 8, 2020 Village Board meeting

June 17, 2020 Park & Recreation Committee meeting minutes as presented, seconded by Tom Getschman. Roll call vote YES 6 NO 0

Public Input

Jason Jacoby was present on behalf of the Little Shepherds Inn regarding the wood chips at the playground in Memorial Park. Jason asked if LSI could purchase additional chips in order for the playground to pass inspection, as a 12-inch base is required per State regulations. This item will be discussed later in the meeting under Park & Recreation. Julie will reply to Jason regarding the Board's decision.

Review the Claims

Ron Hinze made a motion to approve and pay all claims as presented, seconded by Ken Hoopman. Roll call vote YES 6 NO 0

Committee Reports

- Fire, Law & Safety
 1. Fire Department – Physical SOG – Tom Bruggink was present to review and discuss the revised Physical SOG. The updated Physical SOG will be incorporated into the by-laws and the Village of Cedar Grove and Town of Holland will review the revised by-laws when completed for approval.
- Public Works Manager
 1. Crane Engineering – WW Plant – Jan reported the backwash return needed repair at the Wastewater plant. Crane Engineering repaired and supplied new rails, cable and new covers. The repair cost will come out of the Equipment Replacement Fund.

- Public Buildings – Nothing to report
- Street, Sewer & Water – Chicken permit was reviewed by the Street, Sewer & Water Committee prior to this meeting. Katie and Karl Gesch (1130 S Main St) submitted an application requesting to keep six (6) chickens with a movable coop. The committee made a recommendation to approve the application from the Gesch's as long as the movable coop abides by the setbacks stated in the Ordinance. Julie will contact the Gesch's.

Tom Getschman made a motion to approve Katie and Karl Gesch's application for Keeping of Domesticated Chickens for six (6) chickens – as long as the movable coop abides by setbacks stated in the Ordinance, seconded by Ron Hinze. Roll call vote YES 6 NO 0

1. Main Street Reconstruction – Nick Vandehey was present to discuss reconstruction of Main Street. Nick will send the breakdown of the costs for Main Street and will advise of any available grants for this project.

2. Main Street Water Main Repair update – the new water service on Main Street was completed and included 26 feet of pipe and a new hydrant. The job went as expected with no further issues.

3. Business Sign update – according to the DOT, the Village is not allowed to place a business sign in the Right of Way unless it is zoned properly. Discussion included sending a letter to area businesses if they would be interested in being included on a business sign.

4. Purchase of Trimble – the Trimble (for water readings) the Village has is original from 2011 and the technology is out of date. Jan mentioned the possibility of purchasing one and sharing with the Village of Oostburg. This item will be discussed at the August meeting.

5. Computer – Water reads – the computer that stored the water reads has crashed. Josh Fountaine offered to attempt to retrieve the data from the hard drive.

Tom Getschman made a motion to approve up to \$500.00 for Josh Fountaine to attempt to retrieve the data from the water computer, seconded by Ken Hoopman. Roll call vote YES 6 NO 0

Possibly moving the centerline on Hwy D (Union Ave) was briefly discussed. Jan will talk with Brian from Sheboygan County.

- Finance – Nothing to report
- Park & Recreation
 1. Cedar Grove Sports Complex updates – Nick Vandehey – 6th payment certificate and Change Order was presented. Change Order included 900 feet of 4-inch drain tile

(\$6487.18) and a 40-foot long/6-foot wide berm on the east property line (\$3200.00) for a total of \$9687.18.

Ron Hinze made a motion to approve the Change Order for the drain tile and berm for the Cedar Grove Sports Complex for a total of \$9687.18, seconded by Ken Hoopman. Roll call vote YES 6 NO 0

In addition, Nick provided an estimate from A.Chappa for erosion matting and questioned if the Village would take care of it. Since the project had a completion date of June 20, 2020 and it is not completed as of yet, the Board members suggested bringing the estimate back in the fall to revisit. Nick also mentioned the project has a one-year correction period for the landscaping.

2. Cedar Grove Sports Complex donation signage – Doug VandenPlas – Doug dropped off examples of the donation plaque sizes and it was suggested the bronze level should be a size larger, which would include increasing the size of all the plaques along with the font. It was also discussed to send a letter to the donors regarding how they would like their name to read on the plaques at the complex. It was suggested to pay Doug \$1000.00 as a prepayment of the work that has already been completed.

Ron Hinze made a motion to approve a prepayment of \$1,000.00 to Doug VandenPlas for the donation plaques, seconded by Ken Hoopman. Roll call vote YES 6 NO 0

3. Cedar Grove Sports Complex – Playground quotes – Lee Rec. – Megan from Lee Recreation provided three quotes for options for a playground at the Cedar Grove Sports Complex. After brief discussion, it was suggested to meet at the Complex to determine which option would work best for the space.

Additional discussion held regarding the wood chips in Memorial Park. At this time, it was decided not to add any more chips in the playground since the CG at Play playground will be installed in the next 4-6 weeks. Julie will contact Jason Jacoby with the decision.

- Amsterdam Park – Nothing to report
- Museum – Nothing to report
- Library Board – Nothing to report
- Health – Nothing to report
- Personnel
 1. Employee Handbook – Update – Ansay Insurance has suggested a few updates to the Employee handbook and provided examples to review. Personnel Committee members will meet on July 20, 2020 at 6:00pm at the Village office to review the examples and the handbook.

- Economic Development – Nothing to report
- Clerk
 1. License Application – El Fuego Kitchen Mexican Restaurant – application for Class B beer and Class C wine was received for El Fuego Kitchen Mexican Restaurant, 117 S Main St.

Ken Hoopman made a motion to approve the licenses for El Fuego Kitchen Mexican Restaurant, seconded by Tom Getschman. Roll call vote YES 6 NO 0

Ken - 2, Ron - 3, Benjie - 2, David - 1, Tom – 1, Mike – 2, Michael - 0

- Legal – Nothing to report
- President – Nothing to report
- Ken Hoopman made a motion to adjourn the meeting, seconded by Benjie Meerdink. Roll call vote YES 6 NO 0 Meeting adjourned at 9:06pm.

Submitted by:

Julie Brey ~ Village Clerk/Treasurer

VILLAGE OF CEDAR GROVE

Village Board Meeting Minutes

Monday, August 10, 2020 6:00pm

Meeting was held virtually – via Zoom

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

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

Village Board Members Present: Ken Hoopman, Ron Hinze, Benjie Meerdink, David Otte, Tom Getschman, Michael Wolfe

Also Present: Jan Hoitink, Ben Lukens, Dave Huenink

The following were present on the Zoom call during Public Comment: Trevor & Jackie Lukens, Jody Kaat, Peace Simon, Nikki Ferber, John Richards

Review of Minutes

Ron Hinze made a motion to approve the following minutes:

July 13, 2020 Street, Sewer & Water meeting

July 13, 2020 Village Board meeting

July 20, 2020 Personnel Committee meeting

July 21, 2020 Planning Commission meeting minutes as presented, seconded by Michael Wolfe. Roll call vote YES 6 NO 0

Public Input

The following individuals were present on the Zoom call to discuss the recent flooding from the storm that occurred on Sunday, August 9 where approximately 7.25 inches of rain fell within less than two hours: Trevor and Jackie Lukens and Jody Kaat for their business on Main Street – Hair Vitality; Peace Simon and John Richards of Main Street; and Nikki Ferber for her parents, Ann & Jeff Steffen of Willow Avenue. Nikki mentioned that the Steffen's basement was damaged due to the sump pump not being able to keep up with the rain. Jan stated there was simply too much rain in too short of time for everything to keep up.

Trevor and Jackie Lukens and Jody Kaat questioned if there are future plans to fix the issues with Main Street. Jan responded that Nick from McMahon has been made aware of these issues and the Village has requested a quote from McMahon to replace the piping.

Peace Simon and John Richards also asked what the plan is for the future regarding the drainage situation on Main Street as well as the wood chips from Memorial Park playground. They mentioned the items they lost in the flood and John Richards requested a reimbursement for his items. It was suggested to both residents to file a claim with their homeowner's insurance. John will send the results from the claim and a listing of the

damaged items to Julie. It was also suggested to request a rider on their insurance for water/sewer issues.

Review the Claims

Ron Hinze made a motion to approve and pay all claims as presented, seconded by Tom Getschman. Roll call vote YES 6 NO 0

Committee Reports

- Fire, Law & Safety – Tom Getschman asked for an update on the equipment inventory from the Fire Dept. Ben Lukens stated he will follow up regarding the inventory listing. In addition, Ben mentioned he would bring the by-laws to next month's meeting. Dave Huenink stated it is Town of Holland's turn to call the meeting.
- Public Works Manager – Jan asked the Board members if the Village should supply a dumpster for residents to dispose of items damaged by the storm. It was agreed to provide a dumpster on Saturday, August 15. Jan will contact Advanced Disposal.
- Public Buildings – Nothing to report
- Street, Sewer & Water
 1. Business Sign follow up – brief discussion regarding the option of where to place a business sign on Union Avenue while following the DOT's regulations. It was decided to schedule a Street, Sewer and Water Committee meeting to discuss further. Meeting scheduled for Thursday, August 20 at 6pm at the Village office.
 2. Purchase of Trimble – Originally it was discussed to have the Village of Oostburg share the purchase of the Trimble. Oostburg is not interested in going in on the Trimble. Jan stated we would need to order a new Trimble in September in order to receive a trade in on the old one. The original cost is \$7351.00 – with the trade in (\$1450.00), the final cost would be \$5900.00.

Ken Hoopman made a motion to approve the purchase of the Trimble for the Water department with a final cost of \$5900.00, seconded by Ron Hinze. Roll call vote YES 6 NO 0
 3. Centerline – Hwy D – Discussion held regarding moving the centerline on Hwy D to assist with traffic issues in front of the school. It was decided to discuss this issue further at the Street, Sewer and Water Committee meeting scheduled for August 20.
- Finance – Nothing to report
- Park & Recreation – Jan will speak with Jason Jacoby regarding putting in a silt fence at Memorial Park by the playground in order to contain the wood chips. Jan will contact Digger's Hotline.

Ron met with Doug VandenPlas; he is currently working on the new sizes of the plaques for the donation wall at the complex.

- Amsterdam Park – Nothing to report
- Museum – Nothing to report
- Library Board – New cleaning personnel has been hired at the Library.
- Health – Nothing to report
- Personnel
 1. Employee Handbook – Update – The insurance company requested the inclusion of three employment practice policies in the employee handbook: sexual harassment, equal opportunity and reporting of violations. The employee handbook was revised with the updated policies using templates provided from the insurance company.

Ken Hoopman made a motion to approve the revisions to the employee handbook, including sexual harassment, equal opportunity and reporting of violations, effective August 10, 2020, seconded by Michael Wolfe. Roll call vote YES 6 NO 0

Julie will provide updated copies to the employees.

- Economic Development – Nothing to report
- Clerk – Nothing to report

Ken - 2, Ron - 3, Benjie - 2, David - 1, Tom – 1, Mike – 2, Michael - 0

- Legal – Nothing to report
- President – Nothing to report
- Ken Hoopman made a motion to adjourn the meeting, seconded by Benjie Meerdink. Roll call vote YES 6 NO 0 Meeting adjourned at 9:06pm.

Submitted by:

Julie Brey ~ Village Clerk/Treasurer

VILLAGE OF CEDAR GROVE

Village Board Meeting Minutes

Monday, September 14, 2020 6:00pm

At Village of Cedar Grove Library – 131 Van Altena Ave, Cedar Grove WI 53013

Meeting was also held via Zoom

Village President Mike DeHaai called the meeting to order at 6:01pm.

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

Village Board Members Present: Benjie Meerdink, David Otte, Tom Getschman, Michael Wolfe

Village Board Members Present via Zoom: Ron Hinze, Ken Hoopman

Also Present: Ben Lukens

Absent: Jan Hoitink

Review of Minutes

Ken Hoopman made a motion to approve the following minutes:

August 10, 2020 Village Board meeting and

August 20, 2020 Street, Sewer, Water Committee meeting minutes as presented, seconded by Ron Hinze. Roll call vote YES 6 NO 0

Public Input

No one was present for public comment.

Review the Claims

David Otte made a motion to approve and pay all claims as presented, seconded by Ron Hinze. Roll call vote YES 6 NO 0

Committee Reports

- Fire, Law & Safety
 1. It was requested to schedule a Fire, Law & Safety Committee meeting to discuss ATV usage in the Village.
- Public Works Manager – Nothing to report
- Public Buildings
 1. International Dump Truck ECM (this item should have been placed under ‘Public Works Manager’) – The computer needed repair on the International Dump Truck. The approximate repair cost is \$3,900.00 - \$5,000.00

- Street, Sewer & Water
 1. Main Street Project / Municipal Review – the Main Street project was briefly discussed. With the DOT beginning the Hwy 32 / Union Ave project in 2021, the timeline may not be ideal for both projects. Jan will confirm the timeline and the duration of the Hwy 32 / Union Ave project to determine when the Main Street project could begin. It was decided to set up a meeting with Ehlers and Baird for a municipal review for the Village.
 2. Curb / Gutter – Highway D – Discussion was held regarding putting in curb, gutter and storm sewer on Highway D in front of Cedar Grove Gardens. The County would need to be notified as soon as possible. The cost that was provided from the County for this project was \$9,000.00.

Ken Hoopman made a motion to approve the installation of curb, gutter and storm sewer on Highway D in front of Cedar Grove Gardens for \$9,000.00, seconded by Ron Hinze. Roll call YES 6 NO 0

- Finance
 1. 2021 Budgets – it was requested to have 2021 budgets forwarded as soon as possible.
- Park & Recreation
 1. Memorial Park Update – It was asked if the tile was installed by the new playground. Julie will confirm with Jan.
 2. Cedar Grove Sports Complex playground – it was discussed to have a Park & Recreation Committee meeting to discuss the playground. Julie will also check with Jan on this issue and reply to the Board members.
- Amsterdam Park
 1. It was reported there was a fence placed on the South property line by Amsterdam Park. It was suggested to contact Aaron Brault at the Sheboygan County Planning Office to determine where the fence came from.
- Museum – Nothing to report
- Library Board
 1. Discussion was held regarding possibly closing the Library on Election Day, November 3. Benjie will discuss with Nicole and Library Board.
- Health – Nothing to report
- Personnel – Nothing to report
- Economic Development – Nothing to report
- Clerk – Nothing to report

Ken - 1, Ron - 1, Benjie - 2, David - 0, Tom – 1, Mike – 1, Michael - 0

- Legal
 1. Brief discussion held regarding rental properties and limiting the number of people that reside there.
- President – Nothing to report
- Ron Hinze made a motion to adjourn the meeting, seconded by Tom Getschman. Roll call vote YES 6 NO 0 Meeting adjourned at 7:55pm.

Submitted by:

Julie Brey ~ Village Clerk/Treasurer

VILLAGE OF CEDAR GROVE

Village Board Meeting Minutes

Monday, October 12, 2020 6:00pm

At Village of Cedar Grove Library – 131 Van Altena Ave, Cedar Grove WI 53013

Meeting was also held via Zoom

Village President Mike DeHaai called the meeting to order at 6:01pm.

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

Village Board Members Present: Ron Hinze, Benjie Meerdink, Michael Wolfe

Also Present: Jan Hoitink, Tom Bruggink

Absent: Ken Hoopman, David Otte, Tom Getschman

Review of Minutes

Ron Hinze made a motion to approve the September 14, 2020 Village Board meeting minutes as presented, seconded by Benjie Meerdink. Roll call vote YES 4 NO 0

Public Input

No one was present for public comment.

Review the Claims

Ron Hinze made a motion to approve and pay all claims as presented, seconded by Benjie Meerdink. Roll call vote YES 4 NO 0

Committee Reports

- Fire, Law & Safety
 1. 2021 Agreement for Special Law Enforcement – Sheboygan County. The Special Law Enforcement Agreement for 2021 was briefly discussed and reviewed. 21 hours per month will be provided for \$2,989.00 per quarter for 2021.

Ron Hinze made a motion to approve the 2021 Agreement for Special Law Enforcement, seconded by Michael Wolfe. Roll call vote YES 4 NO 0

- Public Works Manager – Nothing to report
- Public Buildings – Nothing to report
- Street, Sewer & Water
 1. Main Street Project / Municipal Review – Jan will request information from Nick VandeHey of McMahon & Associates regarding a topo for the Main Street project. A Special Village Board meeting will be scheduled for Wednesday, October 14 to meet with Justin Fischer from Baird regarding details on performing a Municipal Review for the Village in relation to funding options for the Main Street project.

- Finance
 1. 2021 Budgets – Next meeting scheduled for Wednesday, October 21 at the Village office to continue work on the 2021 budget.
- Park & Recreation – the new park at Memorial Park has been installed, as are the wood chips.
- Amsterdam Park – next meeting is scheduled for October 19, 2020.
- Museum – Nothing to report
- Library Board – Nothing to report
- Health – Nothing to report
- Personnel – Nothing to report
- Economic Development – Nothing to report
- Clerk
 1. 2021 Sheboygan County Transportation Shared Revenue Program – An Agreement was received from Sheboygan County for the Village to receive County sales tax proceeds of \$23,133 for 2021 for transportation-related projects. Mike and Julie signed the Agreement; Julie and Jan will complete the required Form A and Julie will forward the Agreement and Form to the County office.

Michael Wolfe made a motion to approve the 2021 Sheboygan County Transportation Shared Revenue Program Agreement for the Village to receive the County sales tax proceeds of \$23,133 for 2021, seconded by Ron Hinze. Roll call vote YES 4 NO 0

2. Routes to Recovery Grant discussion / purchases – Through the Routes to Recovery Grant program, the Village is eligible for \$34,000 in reimbursable purchases related to Covid. Laptops will be ordered for the Board members, a new election machine will be purchased to handle the influx of absentee ballots and other related items will be reported for reimbursement.

Ken - 3, Ron - 1, Benjie - 2, David - 0, Tom – 1, Mike – 2, Michael - 2

- Legal – Nothing to report
- President – Nothing to report
- Benjie Meerdink made a motion to adjourn the meeting, seconded by Michael Wolfe. Roll call vote YES 4 NO 0 Meeting adjourned at 7:27pm.

Respectfully Submitted by:

Julie Brey ~ Village Clerk/Treasurer

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

VILLAGE OF CEDAR GROVE

Public Hearing / Village Board Meeting Minutes

Monday, November 16, 2020 6:00pm

(Meeting rescheduled from November 9, 2020)

At Village of Cedar Grove Library – 131 Van Altena Ave, Cedar Grove WI 53013

Meeting was also held via Zoom

Public Hearing – Proposed Budget of the Village of Cedar Grove for 2021

Village President Mike DeHaai opened the Public Hearing at 6:00pm.

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

Village Board Members Present: Ron Hinze, Ken Hoopman, Benjie Meerdink, Michael Wolfe, Dave Otte, Tom Getschman

Also Present: Terry DuMez, Kyle Voskuil, Jan Hoitink, Benji Lukens, Greg Navis, Ted Scharl, Tom Bruggink (arrived at 6:10pm), Dave Huenink (arrived at 7:09pm)

Via Zoom: Nicole Lynaugh, Don DeMaster

Ron Hinze reviewed and presented the proposed budget for 2021 for the Village of Cedar Grove.

There were no comments, questions or concerns regarding the proposed budget for 2021.

Public hearing was closed at 6:32pm.

Village President Mike DeHaai called the Village Board meeting to order at 6:32pm.

Review of Minutes

Benjie Meerdink made a motion to approve the minutes from the October 12, 2020 Village Board meeting, the October 14, 2020 Special Village Board meeting and the November 11, 2020 Planning Commission meeting minutes as presented, seconded by Ken Hoopman. Roll call vote YES 6 NO 0

Public Input

No one was present for public comment.

Review the Claims

Benjie Meerdink made a motion to approve and pay all claims as presented, seconded by Ken Hoopman. Roll call vote YES 6 NO 0

Committee Reports

- Fire, Law & Safety
 1. 2021 Joint Powers Agreement – the 2021 Joint Powers Agreement was reviewed.

Tom Getschman made a motion to approve the 2021 Joint Powers Agreement, seconded by Dave Otte. Roll call vote YES 6 NO 0

Mike DeHaai signed the Agreement and Julie will forward the signed Agreement to the Sheboygan County Sheriff's Department.

2. Oostburg Ambulance – An informational meeting is scheduled for Monday, November 23 regarding the Oostburg Ambulance. Dave Otte, Tom Getschman and Kyle Voskuil will attend the meeting.

- Public Works Manager – Nothing to report
- Public Buildings – Nothing to report
- Street, Sewer & Water
 1. Well 2 Motor – Jan reported the motor at Well 2 needed repair.
- Finance
 1. 2021 Budget Approval – Village, Water, Sewer. No additional discussion or questions regarding the 2021 Village, Water or Sewer budgets were heard.

Ron Hinze made a motion to approve the 2021 Village, Water and Sewer budgets as presented, seconded by Ken Hoopman. Roll call vote YES 6 NO 0

- Park & Recreation
 1. Old Playground Equipment – Memorial Park – it was discussed to remove the old playground equipment at Memorial Park as the new playground has been installed and is ready for use.
- Amsterdam Park
 1. Brief discussion held regarding the meeting in October and the fence that was placed at Amsterdam Park by Sheboygan County.
- Museum – Nothing to report
- Library Board – Nothing to report
- Health – Nothing to report
- Personnel
 1. If any of the employees would like to meet with the Personnel Committee, a meeting will be scheduled for Tuesday, December 8, 2020 at 6:00pm at the Village office. Jan and Julie will ask if employees would like to attend the meeting.
- Economic Development
 1. Variance – Terry DuMez was present regarding his request for a variance to have a 960 square foot (30x32) storage building built across the driveway to the east on his property at 823 S Main Street. The Planning Commission approved Terry's request at their meeting on November 11, 2020. No questions or concerns were heard.

Ron Hinze made a motion to approve the variance requested by Terry DuMez to build a 960 square foot (30x32) storage building on his property located at 823 S Main St, seconded by Ken Hoopman. Roll call vote YES 6 NO 0

2. Zoning Change – James Neerhof – Ted Scharl was present regarding the request from James Neerhof to change the zoning from RD to R1 for the house and .64 acres of land at 245 E Union Ave. The remainder of the land (15.52 acres) will remain zoned as RD and will continue to be farmed. The Planning Commission approved James' request at their meeting on November 11, 2020. Willman Industries will purchase the house and land. No questions or concerns were heard.

Dave Otte made a motion to approve the zoning change requested by James Neerhof for 245 E Union Ave from RD to R1 for the house and .64 acres of land with the remaining land (15.52 acres) continuing to be zoned as RD, seconded by Ron Hinze. Roll call vote YES 6 NO 0

Ted Scharl provided an updated CSM for the property located at 245 E Union Ave. Mike DeHaai signed the CSM.

Ken Hoopman made a motion to approve the updated CSM for 245 E Union Ave, seconded by Benjie Meerdink. Roll call vote YES 6 NO 0

- Clerk
 1. Snow Runners Ltd. Snowmobile Club – Letter – Snow Runners Ltd. Club requested permission to cross Village properties and use 150 feet of Meadows Avenue as a trail. Trails will be marked including 15 mph snowmobile signs on Meadows Avenue.

Dave Otte made a motion to approve the request from the Snow Runners Ltd. Club to cross Village properties, using 150 feet of Meadows Avenue and marking the trail, seconded by Ken Hoopman. Roll call vote YES 6 NO 0

Ken - 3, Ron - 4, Benjie - 2, David - 0, Tom – 2, Mike – 3, Michael - 2

- Legal – Nothing to report
- President – Nothing to report
- Benjie Meerdink made a motion to adjourn the meeting, seconded by Tom Getschman. Roll call vote YES 6 NO 0. Meeting was adjourned at 8:17pm.

Respectfully Submitted by:

Julie Brey ~ Village Clerk/Treasurer

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

VILLAGE OF CEDAR GROVE

Village Board Meeting Minutes

Monday, December 14, 2020 6:00pm

At Village of Cedar Grove Library, Community Room

131 Van Altena Ave, Cedar Grove WI 53013

Meeting was also held virtually via Zoom

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

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

Village Board Members Present: Ron Hinze (via Zoom) Ken Hoopman, Benjie Meerdink, Michael Wolfe, Dave Otte, Tom Getschman

Also Present: Jan Hoitink (via Zoom), Tom Bruggink, Kyle Voskuil (arrived at 6:33pm)

Review of Minutes

Ken Hoopman made a motion to approve the minutes from the November 16, 2020 Village Board meeting, the November 30, 2020 Fire, Law & Safety meeting and the December 7, 2020 Fire, Law & Safety meeting minutes as presented, seconded by Michael Wolfe. Roll call vote YES 6 NO 0

Public Input

No one was present for public comment.

Review the Claims

Ron Hinze made a motion to approve and pay all claims as presented, seconded by Dave Otte. Roll call vote YES 6 NO 0

Committee Reports

- Fire, Law & Safety
 1. Oostburg Ambulance – brief discussion regarding Oostburg Ambulance / Orange Cross contract that is being voted on this evening (Mon. Dec.14) at the Village of Oostburg Board meeting. If the contract is tabled at the meeting, the Village of Cedar Grove Board will schedule meetings with the Village of Oostburg Board and Oostburg Ambulance.
 2. Fire Department Agreement – The draft of the Fire Department Agreement was reviewed and a few changes were suggested. Julie will make the changes and forward to Tom Getschman for review.
- Public Works Manager – Nothing to report
- Public Buildings – Nothing to report

- Street, Sewer & Water
 1. Notice – Sewer Back up – Notice was reviewed that was received regarding residents experiencing a sewer back up.
- Finance – Nothing to report
- Park & Recreation
 1. Little Library – Cedar Grove Sports Complex – The Friends of the Library are requesting to install a Little Library. Julie will confirm with Jane Herzog as to which park. The comment from the Board was that they were not in favor of having a Little Library installed on Village property.
- Amsterdam Park – Nothing to report
- Museum – Nothing to report
- Library Board – it was reported that the Library Board was interested in placing a bench along the path in Memorial Park for residents to sit and read.
- Health – Nothing to report
- Personnel – Discussion held regarding full time employees who become ill with Covid and how they are to be paid. It was decided if a full time employee tests positive for Covid they will be paid by the Village while if they test negative, the employee shall use their sick days for their time off.

Ken Hoopman made a motion for the Village to pay full-time employees if they test positive for Covid and if the full time employee tests negative for Covid, they shall use their sick days for their time off, seconded by Tom Getschman. Roll call vote YES 6 NO 0

- Economic Development – Nothing to report
- Clerk
 1. 2021 Wage Ordinance – the 2021 Wage Ordinance was reviewed. No questions or concerns were received.

Ken Hoopman made a motion to approve the 2021 Wage Ordinance as presented, seconded by Michael Wolfe. Roll call vote YES 6 NO 0

2. Maturing Note – Oostburg State Bank – Resolution 2020-1 - Resolution 2020-1 was presented regarding Loan #1021955 for the Village of Cedar Grove. This loan was approved at the Village Board meeting on December 13, 2010 for 10 years / 11 years 9 month amortization. Loan date was 12/23/10. The Village was notified the loan is maturing effective 12/15/20. Due to Wisconsin Statute 67.12 (2019), a municipality can only have a 10-year note. If the debt reaches maturity and is not paid off, a refunding note that pays off the existing debt and extends the maturity

of the new note will occur. Current principal balance (as of 12/11/20) is \$56,051.34. Monthly payment is \$2628.56 and maturity date will be 9/15/2022.

Ron Hinze made a motion to approve the refunding of the balance of Loan #1021955 from Oostburg State Bank into a new note, seconded by Benjie Meerdink. Roll call vote YES 6 NO 0

Ken - 3, Ron - 3, Benjie - 1, David - 1, Tom – 4, Mike – 4, Michael - 0

- Legal – Nothing to report
- President – Mike thanked Dave Otte for the purchase of five trees (four maple and one elm) for Memorial Park.
Mike also thanked Ron Hinze and the DPW personnel for planting the trees in the park.
- Ron Hinze made a motion to adjourn the meeting, seconded by Dave Otte. Roll call vote YES 6 NO 0. Meeting was adjourned at 7:38pm.

Respectfully Submitted by:

Julie Brey ~ Village Clerk/Treasurer