

**NOTICE OF CEDAR GROVE VILLAGE BOARD MEETING**

**MONDAY, JANUARY 8, 2024**

**Starting Time: 6:00pm**

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

**AGENDA**

**1. Call Meeting to Order**

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

**3. Approval of Prior Meeting Minutes**

Dec. 11 VB meeting

Dec 13 JRB meeting

Jan 3 Personnel 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**

- Keeping of Domesticated Chickens Application - Morales

**8. Public Works Manager**

**9. Public Buildings**

**10. Finance**

**11. Park & Recreation**

- Cedar Grove Sports Complex

**12. Amsterdam Park**

**13. Museum**

**14. Library Board**

**15. Personnel**

- Employee Handbook Update – Work/Vacation/Holiday Hours

**16. Planning Commission**

**17. Clerk**

**18. Legal**

**19. President**

**20. Adjourn Meeting**

**Next Scheduled Village Board meeting: Monday, Feb. 12, 2024**

Julie Brey, Village Clerk/Treasurer - (Notice posted Jan. 5, 2024)

**VILLAGE OF CEDAR GROVE**  
**Village Board Meeting Minutes**  
**Monday, January 8, 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, Benjie Meerdink, Peggy Houglum, Ken Hoopman, Dave Reichle, Tom Getschman

Also Present: Jan Hoitink, Tom Bruggink

Absent: Kevin Lorge

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

**Review of Minutes**

Benjie Meerdink made a motion to approve the minutes from the December 11, 2023 Village Board meeting, the December 13, 2023 Joint Review Board meeting and the January 3, 2024 Personnel Committee meeting, seconded by Peggy Houglum. Roll call vote YES 5 NO 0

**Public Input**

No one was present for Public Input.

**Review the Claims**

Tom Getschman 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 – Meeting scheduled Wednesday, January 17, 2024 to review Fire Agreement. Tom Bruggink was present to provide an update on the new fire truck. He reported the truck should be ready in 6-8 months.
- Street, Sewer & Water –
  1. Keeping of Domesticated Chickens Application – Morales - Application from Josie Morales of 37 W Union Ave was reviewed. No further questions.  
  
Tom Getschman made a motion to approve the Keeping of Domesticated Chickens Application from Josie Morales, 37 W Union Ave, seconded by Ken Hoopman. Roll call vote YES 5 NO 0
- Public Works Manager – Jan reported the new generator was delivered to library; the culvert by the Wastewater plant is in process; and the plow truck has a planned build date during the 1<sup>st</sup> quarter.
- Public Buildings – Nothing to report
- Finance – Nothing to report

- Park & Recreation
  1. Cedar Grove Sports Complex – discussion included communicating with the soccer and baseball clubs to gather information on dates, schedules, needs, etc. for the Complex. Peggy informed the group of a resident concerned with visitors to the Complex walking on their property and the liability involved if someone would slip/fall. It was suggested for the resident to install a ‘no trespassing’ sign on their property. Signage for the Complex entrances was also discussed. Jan will follow up.
- Amsterdam Park – Nothing to report
- Museum – Signage for the Waldvoord Cemetery was discussed.
- Library Board – Nothing to report
- Personnel
  1. Employee Handbook Update – Work/Vacation/Holiday hours – the work/vacation/holiday hours in the Employee Handbook were updated to match the work hours. The updated Employee Handbook will be presented at the February Village Board meeting for approval.
- Planning Commission – Nothing to report
- Clerk – Nothing to report
 

Meetings: Ken – 1, Peggy - 1, Benjie - 2, Tom – 0, Mike – 2, Kevin – 0, Dave - 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 5 NO 0. Meeting adjourned at 7:39pm.

Respectfully Submitted by:

Julie Brey ~ Village Clerk/Treasurer

## NOTICE OF CEDAR GROVE VILLAGE BOARD MEETING

**MONDAY, FEBRUARY 12, 2024**

**Starting Time: 6:00pm**

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

### AGENDA

**1. Call Meeting to Order**

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

**3. Approval of Prior Meeting Minutes**

Jan 8 VB meeting    Jan 17 Fire Law Safety meeting    Feb 5 Fire Law Safety 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**

- Fire Department Agreement

**7. Street, Sewer, Water**

- Third Addition to Grove Meadows
- Sheboygan County invoice – County Rd LL/LLL

**8. Public Works Manager**

**9. Public Buildings**

**10. Finance**

**11. Park & Recreation**

- Cedar Grove Sports Complex - Schedules

**12. Amsterdam Park**

**13. Museum**

**14. Library Board**

- Library - Alarm System

**15. Personnel**

- Employee Handbook Update – Review and Approval

**16. Planning Commission**

**17. Clerk**

- Ordinance 1 of 2024 – Revision and Codification of Village of Cedar Grove Ordinances
- March Village Board meeting
- Postage Machine

**18. Legal**

**19. President**

**20. Adjourn Meeting**

Next Scheduled Village Board meeting: Monday, March 11, 2024

Julie Brey, Village Clerk/Treasurer - (Notice posted Feb. 9, 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, February 12, 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, Benjie Meerdink, Peggy Houglum, Dave Reichle (arrived 6:04pm), Tom Getschman. Ken Hoopman (via Zoom), Kevin Lorge

Also Present: Jan Hoytink, Tom Bruggink. Kyle Voskuil, Dave Huenink

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

**Review of Minutes**

Peggy Houglum made a motion to approve the minutes from the January 8, 2024 Village Board meeting, the January 17, 2024 Fire, Law, Safety meeting and the February 5, 2024 Fire, Law, Safety meeting, seconded by Benjie Meerdink. Roll call vote YES 5 NO 0

**Public Input**

No one was present for Public Input.

**Review the Claims**

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

**Committee Reports**

- Fire, Law & Safety
  1. Fire Department Agreement – Dave Huenink provided an updated draft of the Fire Dept. Agreement. A new appraisal is needed on the Fire House and #10 in the Agreement needs to be addressed.
  2. Tom Bruggink reported the Fire Dept. personnel are again applying for a grant for the Air Paks.
- Street, Sewer & Water
  1. Third Addition to Grove Meadows – brief discussion regarding the Third Addition to Grove Meadows project. PTS is contracted for the job. They will possibly begin on March 1, 2024. Ron Wolf of McMahon & Associates requested a meeting to review permits, schedules, etc. Tentative meeting scheduled for Monday, February 26, 2024.
  2. Sheboygan County Invoice – County Rd LL/LLL – Invoice received from Sheboygan County for \$28,485 for the Village's portion of the County Rd LL/LLL project. It was decided to include this in the 2025 Village budget.
- Public Works Manager – Jan is working on ordering entry signs for the Cedar Grove Sports Complex.
- Public Buildings – Nothing to report

- Finance – Nothing to report
- Park & Recreation
  1. Cedar Grove Sports Complex Schedules – soccer and baseball tentative schedules were reviewed. When both schedules are set - soccer, baseball and Park & Recreation Committee should plan to meet.
- Amsterdam Park – Nothing to report
- Museum – Nothing to report
- Library Board
  1. Library – Alarm System – the alarm system is in need of updating. Quotes will be forthcoming for options at the Library to include the fire alarm system.
- Personnel
  1. Employee Handbook Update – The Employee Handbook was updated with the previously discussed changes for the work/vacation/sick hours. Peggy offered to review the document for the correct pronouns.

Ken Hoopman made a motion to approve the updated Employee Handbook, pending Peggy’s review and changes, seconded by Benjie Meerdink. Roll call vote YES 6 NO 0

- Planning Commission – Nothing to report
- Clerk
  1. Ordinance 1 of 2024 – Revision and Codification of Village of Cedar Grove Ordinances. Julie presented Ordinance 1 of 2024 for the new Code Book. No questions or concerns.

Ken Hoopman made a motion to approve Ordinance 1 of 2024 – Revision and Codification of Village of Cedar Grove Ordinances, seconded by Peggy Houglum. Roll call vote YES 6 NO 0

2. March Village Board meeting – Discussion regarding changing the March Village Board meeting to March 18, 2024 instead of March 11, 2024. Julie will post and publish the change of the meeting date.
3. Postage Machine – Julie researched and received quotes for a postage machine for the Village office. First quote received was for a lease for \$1,200 per year. Second quote was lease cost of \$323.40 per year with a 6% discount on standard first class mail.

Tom Getschman made a motion to approve the lease for the postage machine from Quadient for \$323.40 per year, seconded by Kevin Lorge. Roll call vote YES 6 NO 0

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

- 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 6 NO 0. Meeting adjourned at 7:33pm.

Respectfully Submitted by:

Julie Brey ~ Village Clerk/Treasurer

**NOTICE OF CEDAR GROVE VILLAGE BOARD MEETING**

**MONDAY, MARCH 18, 2024 (rescheduled from March 11, 2024)**

**Starting Time: 6:00pm**

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

**AGENDA**

**1. Call Meeting to Order**

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

**3. Approval of Prior Meeting Minutes**

Feb 12 VB meeting      Feb 26 Street Sewer Water 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**

- Fire Department Agreement
- Golf Cart Permits

**7. Street, Sewer, Water**

- Keeping of Domesticated Chickens Application – Nick Skelton
- Certified Survey Map (CSM) re-submitted by Benjamin & Gina Claerbaut for multiple rezonings approved by Holland Town Board on October 12, 2020
- Floodplain Program / Zoning Ordinance
- Cedar Grove Dental Clinic - request

**8. Public Works Manager**

**9. Public Buildings**

**10. Finance**

**11. Park & Recreation**

**12. Amsterdam Park**

**13. Museum**

- Walvoord Cemetery Sign

**14. Library Board**

- Library - Alarm System
- Library – Election Machine storage

**15. Personnel**

**16. Planning Commission**

**17. Clerk**

**18. Legal**

**19. President**

**20. Adjourn Meeting**

Next Scheduled Village Board meeting: Monday, April 8, 2024

Julie Brey, Village Clerk/Treasurer - (Notice posted Mar. 15, 2024)



**VILLAGE OF CEDAR GROVE**

**Village Board Meeting Minutes**

**Monday, March 18, 2024 6:00pm**

**This meeting was rescheduled from March 11, 2024**

*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, Benjie Meerdink, Peggy Houglum, Dave Reichle, Tom Getschman, Ken Hoopman (via Zoom), Kevin Lorge (arrived 6:04pm)

Also Present: Jan Hoytink

Village President Mike DeHaai called the Village Board meeting to order at 6:03pm.

**Review of Minutes**

Peggy Houglum made a motion to approve the minutes from the February 12, 2024 Village Board meeting and the February 26, 2024 Street, Sewer, and Water meeting, seconded by Benjie Meerdink. Roll call vote YES 5 NO 0

**Public Input**

No one was present for Public Input.

**Review the Claims**

Kevin Lorge made a motion to approve and pay all claims as presented, seconded by Dave Reichle. Roll call vote YES 6 NO 0

**Committee Reports**

• **Fire, Law & Safety**

1. Fire Department Agreement – this item will be tabled until the April Village Board meeting.
2. Golf Cart Permits – Julie presented a draft of the golf cart permit. The color of the permit will be changed every year.

Tom Getschman made a motion to approve the draft of the golf cart permit provided by Julie, seconded by Kevin Lorge. Roll call vote YES 6 NO 0

• **Street, Sewer & Water**

1. Keeping of Domesticated Chickens Permit – Nick Skelton – Application received from Nick Skelton of 311 Birch Tree Ave was reviewed. No further questions.

Tom Getschman made a motion to approve the Keeping of Domesticated Chickens permit from Nick Skelton of 311 Birch Tree Ave, seconded by Kevin Lorge. Roll call vote YES 6 NO 0

2. Certified Survey Map (CSM) re-submitted by Benjamin & Gina Claerbaut for multiple rezonings approved by Holland Town Board on October 12, 2020. Claerbauts did not get

approval from Sheboygan County in time and their CSM expired. Mike signed the CSM as presented; Julie will forward to Town of Holland.

3. Floodplain Program / Zoning Ordinance – Julie received an email from the DNR stating that a portion of the Village is included in the Floodplain and the Village will be required to draft a Zoning Ordinance. Julie is corresponding with a representative from the DNR and will have additional information in the future.
  4. Cedar Grove Dental Clinic – request was received from Dr. Schuelke to rename a street in the Village. After discussion, it was determined that changing an existing street name would cause too much of a disruption for business and residence addresses. Julie will respond to Dr. Schuelke with other possible options.
- Public Works Manager – Jan reported the Dump Truck would be finished next week. He also reported the truck and sweeper sold on Wisconsin Surplus. It was also discussed to add the DPW Superintendent’s phone number to the website as an ‘after hours – emergency’ number.
  - Public Buildings – Nothing to report
  - Finance – Nothing to report
  - Park & Recreation – Nothing to report
  - Amsterdam Park – Nothing to report
  - Museum
    1. Walvoord Cemetery Sign – Jan will talk with the museum representatives about the sign at the Walvoord Cemetery on Main Street and the possibility of using composite stakes.
  - Library Board
    1. Library – Alarm System – the alarm system is in need of updating. Quotes were reviewed for the alarm/fire system at the Library. More questions need to be answered before a final decision is made.
    2. Library – Election Machine storage – Julie reported that she needs better storage for the Election machines at the Library. For now, the far restroom in the Community Room is being used to store the machines, supplies, etc. The DPW personnel added a lock to the door. Using this room in the Community Room allows everything to be kept in one place rather than split between the front of the Library and the small closet in the Community Room. It was also discussed to dispose of the stove and move the refrigerator to that area. Benjie discussed building a storage area along the south wall to store the chairs and election machines separately. Jan will contact Dave Garside.
  - Personnel – Appreciation was given to Peggy for reviewing the Employee Handbook and providing corrections.
  - Planning Commission – Nothing to report
  - Clerk

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

- Legal – Nothing to report
- President – Nothing to report
- Benji Meerdink made a motion to adjourn the meeting, seconded by Peggy Houglum. Roll call vote YES 6 NO 0. Meeting adjourned at 7:24pm.

Respectfully Submitted by:

Julie Brey ~ Village Clerk/Treasurer

## NOTICE OF CEDAR GROVE VILLAGE BOARD MEETING

**MONDAY, APRIL 8, 2024**

**Starting Time: 6:00pm**

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

### AGENDA

- 1. Call Meeting to Order**
- 2. Verification of Meeting publication/posting** – *Village website, Village office, Post office, Library*
- 3. Approval of Prior Meeting Minutes**

March 18 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**

**\*\* Village President to provide Oaths of Office to Village Trustees**

### COMMITTEE REPORTS

#### **6. Fire, Law, Safety**

- Fire Department Agreement
- First Responder Calls

#### **7. Street, Sewer, Water**

- Developer's Agreement - Grove Meadows – Third Addition to Phase 2

#### **8. Public Works Manager**

#### **9. Public Buildings**

#### **10. Finance**

#### **11. Park & Recreation**

#### **12. Amsterdam Park**

#### **13. Museum**

#### **14. Library Board**

- Library - Alarm System

#### **15. Personnel**

#### **16. Planning Commission**

#### **17. Clerk**

- July 2024 Village Board meeting

#### **18. Legal**

#### **19. President**

#### **20. Adjourn Meeting**

*Next Scheduled Village Board meeting: Monday May 13, 2024*

Julie Brey, Village Clerk/Treasurer - (Notice posted Apr. 5, 2024)

**VILLAGE OF CEDAR GROVE**  
**Village Board Meeting Minutes**  
**Monday, April 8, 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, Benjie Meerdink, Peggy Houglum, Dave Reichle, Tom Getschman (arrived 6:03pm), Ken Hoopman (via Zoom)

Absent: Kevin Lorge

Also Present: Jan Hoitink, Kyle Voskuil, Josh Fountaine

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

**Review of Minutes**

Peggy Houglum made a motion to approve the minutes from the March 18, 2024 Village Board meeting, seconded by Dave Reichle. Roll call vote YES 4 NO 0

**Public Input**

No one was present for Public Input.

**Review the Claims**

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

Mike DeHaai, Village President provided the Oaths of Office to Peggy Houglum and Tom Getschman for the 2-year Village Trustee positions. Julie will provide the Oath of Office to Kevin Lorge this upcoming week.

**Committee Reports**

- Fire, Law & Safety
  1. Fire Department Agreement – The revised Fire Department Agreement was briefly discussed. Dave Huenink updated paragraph #10 of the agreement. The firehouse rent needs to be verified and added to the agreement.
  2. First Responder Calls – Kyle was present to discuss a change in the response to the Alpha calls. It was voted and approved by the First Responders to try this new procedure for six months. No questions or concerns were provided.
- Street, Sewer & Water
  1. Developer's Agreement – Grove Meadows – Third Addition to Phase 2 – the Developer's Agreement was reviewed. It was discussed to update the sidewalks section and the Letter of Credit section.
- Public Works Manager – Nothing to report
- Public Buildings – Nothing to report

- Finance – Nothing to report
- Park & Recreation – Nothing to report
- Amsterdam Park – Next meeting scheduled for Monday, April 15, 2024.
- Museum – Nothing to report
- Library Board
  1. Library – Alarm System – the alarm system for the Library was revisited. Per quote, the cost to upgrade the fire and burglar alarm system was \$6,477.00. It was discussed to reallocate Public Building funds to install the alarms.

Benjie Meerdink made a motion to approve the quote of \$6,477.00 to upgrade the fire and burglar alarm system at the Library, reallocating funds from the Public Building account, seconded by Tom Getschman. Roll call vote YES 5 NO 0
- Personnel – Nothing to report
- Planning Commission – Nothing to report
- Clerk
  1. July 2024 Village Board meeting – Due to the July 4 holiday, the regularly scheduled July 8, 2024 Village Board meeting will be rescheduled to July 15, 2024.

Meetings: Ken – 0, Peggy - 0, Benjie - 1, Tom – 0, Mike – 0, Kevin – 0, Dave - 0
- 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 7:37pm.

Respectfully Submitted by:

Julie Brey ~ Village Clerk/Treasurer

## NOTICE OF CEDAR GROVE VILLAGE BOARD MEETING

MONDAY, MAY 13, 2024

Starting Time: 6:00pm

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

### AGENDA

1. Call Meeting to Order
2. Verification of Meeting publication/posting – Village website, Village office, Post office, Library
3. Approval of Prior Meeting Minutes

April 8, 2024 VB mtg.

May 8 Park / Rec Committee mtg.

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

- Fire Department Agreement

7. Street, Sewer, Water

- Transient Merchant Permit ~ What's the Scoop
- Certified Survey Map (CSM) review/approval – Joel Accathara/Bill & Bonnie Depies – Extraterritorial Rights: Village of Cedar Grove and Town of Holland
- Certified Survey Map (CSM) review/approval – Stapelkamp – Extraterritorial Rights: Village of Cedar Grove and Town of Holland
- Water / Sewer bill ~ Sewer late fee increase request

8. Public Works Manager

- Bandstand

9. Public Buildings

10. Finance

11. Park & Recreation

- Cedar Grove Sports Complex guidelines

12. Amsterdam Park

13. Museum

14. Library Board

15. Personnel

16. Planning Commission

17. Clerk

18. Legal

19. President

20. Adjourn Meeting

Next Scheduled Village Board meeting: Monday June 10, 2024

Julie Brey, Village Clerk/Treasurer - (Notice posted May. 10, 2024)

**VILLAGE OF CEDAR GROVE**  
**Village Board Meeting Minutes**  
**Monday, May 13, 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, Benjie Meerdink, Peggy Houglum, Kevin Lorge, Tom Getschman, Dave Reichle (arrived 6:03pm), Ken Hoopman (arrived 6:34pm)

Also Present: Jan Hoitink, Tom Bruggink, Dave Huenink

Village President Mike DeHaai called the 2024 Board of Review meeting into session at 6:00pm during the forty-five day period beginning on the 4<sup>th</sup> Monday of April. Because the assessment roll is not complete at this time, it is anticipated that the BOR will be adjourned until a later date this year when the roll is complete as 2024 is a Reval year for the Village.

BOR meeting adjourned at 6:03pm.

Village President Mike DeHaai called the Village Board meeting to order at 6:04pm.

**Review of Minutes**

Peggy Houglum made a motion to approve the minutes from the April 8, 2024 Village Board meeting and the May 8, 2024 Park and Recreation Committee meeting, seconded by Dave Reichle. Roll call vote YES 5 NO 0

**Public Input**

No one was present for Public Input.

**Review the Claims**

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

**Committee Reports**

- Fire, Law & Safety
  1. Fire Department Agreement – The revised Fire Department Agreement was briefly reviewed and discussed. It was decided the Fire, Law and Safety Committee should meet to review the changes and additions to the Agreement. Meeting scheduled for Wednesday, May 22, 2024 at 6:00pm at the Village office.
- Street, Sewer & Water
  1. Transient Merchant Permit – What’s the Scoop? – The Transient Merchant Permit from What’s the Scoop? was reviewed. The ice cream truck will be in the Village May through September from 2pm-8pm selling pre-packaged ice cream.

Tom Getschman made a motion to approve the Transient Merchant Application from What’s the Scoop?, seconded by Benjie Meerdink. Roll call YES 5 NO 0



2. Certified Survey Map (CSM) review/approval (eliminating a lot) – Joel Accathara/Bill & Bonnie Depies – Extraterritorial Rights: Village of Cedar Grove and Town of Holland – the Trustees reviewed the CSM. No questions or concerns.

Tom Getschman made a motion to accept and approve the CSM from Joel Accathara/Bill & Bonnie Depies – Extraterritorial Rights between Village of Cedar Grove and Town of Holland, seconded by Kevin Lorge. Roll call vote YES 5 NO 0

3. Certified Survey Map (CSM) review/approval (dividing acreage for construction of home) – Stapelkamp – Extraterritorial Rights: Village of Cedar Grove and Town of Holland – the Trustees reviewed the CSM. No questions or concerns.

Tom Getschman made a motion to accept and approve the CSM from Stapelkamp – Extraterritorial Rights between Village of Cedar Grove and Town of Holland, seconded by Benjie Meerdink. Roll call vote YES 5 NO 0

4. Water/Sewer bill ~ Sewer late fee increase request – Increasing the sewer late fee for the quarterly water/sewer bill was discussed. Julie provided a listing of other local municipality's late fees for comparison. It was decided to increase the late fee for the sewer portion of the water/sewer bill to 10% per quarter. In addition, it was decided to send a disconnect notice after two cycles of non-payment.

Benjie Meerdink made a motion to increase the late fee to 10% per quarter for the sewer portion of the water/sewer bill and send disconnect notice after 2 cycles of non-payment, unless special arrangements are made with Julie for payment, seconded by Kevin Lorge. Roll call vote YES 6 NO 0

- Public Works Manager
  1. Bandstand – A group of volunteers planned to paint the bandstand ~ Jan reported that it would not be able to be coordinated at this time.
- Public Buildings – Jan reported the Fire House roof will be started the end of next week.
- Finance – Nothing to report
- Park & Recreation
  1. Cedar Grove Sports Complex Guidelines – The Park & Recreation Committee, Julie and Jan put together the Cedar Grove Sports Complex Guidelines document for baseball and soccer to follow while using the park. Julie will resend the Guidelines to the Trustees.
- Amsterdam Park – Jan reported that the boat ramp is in.
- Museum – Nothing to report
- Library Board – Nothing to report
- Personnel – Nothing to report
- Planning Commission – Next meeting scheduled for Tuesday, May 28, 2024 at 6:00pm at the Village Office – Terry Voskuil – Purchase of Property
- Clerk – Nothing to report

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

- Legal – Nothing to report
- President – Mike presented the updated Committee listing to all Trustees for 2024/2025.
- Tom Getschman made a motion to adjourn the meeting, seconded by Ken Hoopman. Roll call vote YES 6 NO 0. Meeting adjourned at 7:51pm.

Respectfully Submitted by:

Julie Brey ~ Village Clerk/Treasurer

## NOTICE OF CEDAR GROVE VILLAGE BOARD MEETING

**MONDAY, JUNE 10, 2024**

**Starting Time: 6:00pm**

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

### AGENDA

**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**

May 13 VB mtg., May 22 Fire, Law, Safety mtg., May 28 Planning Commission mtg.

**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**

- Fire Department Agreement

**7. Street, Sewer, Water**

- Economic Development Corporation Update – Brian Doudna, SCEDC
- CMAR – Review and Approve - Resolution No. 2024-1

**8. Public Works Manager**

**9. Public Buildings**

**10. Finance**

**11. Park & Recreation**

- Cedar Grove Sports Complex ~ Quote for Signs
- Memorial Park ~ Quote for Bandstand

**12. Amsterdam Park**

**13. Museum**

**14. Library Board**

- Cedar Grove Public Library – Quote for Community Room

**15. Personnel**

**16. Planning Commission**

- Terry Voskuil – Land Purchase – May 28 meeting

**17. Clerk**

- 2024-2025 License Listing – Review and Approval

**18. Legal**

**19. President**

**20. Adjourn Meeting**

Next Scheduled Village Board meeting: Monday July 15, 2024 (rescheduled from July 8, 2024)

Julie Brey, Village Clerk/Treasurer - (Notice posted June 7, 2024)

**VILLAGE OF CEDAR GROVE**  
**Village Board Meeting Minutes**  
**Monday, June 10, 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, Kevin Lorge, Tom Getschman, Dave Reichle

Also Present: Brian Doudna-SCEDC, Kyle Voskuil, Tom Bruggink, David Huenink, Dr. John Cook

Village President Mike DeHaai called the Village Board meeting to order at 6:02pm.

**Review of Minutes**

Peggy Houglum made a motion to approve the minutes from the May 13, 2024 Village Board meeting, the May 22, 2024 Fire, Law, Safety Committee meeting, and the May 28, 2024 Planning Commission meeting, seconded by Ken Hoopman. Roll call vote YES 6 NO 0

**Public Input**

No one was present for Public Input.

**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. Fire Department Agreement – The revised Fire Department Agreement was reviewed and discussed. No questions or concerns.

Tom Getschman made a motion to approve and execute the Village of Cedar Grove / Town of Holland Fire Department Agreement based on the recent, updated Agreement that was presented, seconded by Kevin Lorge. Roll call vote YES 6 NO 0

- Street, Sewer & Water
  1. Economic Development Corporation Update – Brian Doudna, SCEDC – Brian was present to provide a brief update.
  2. CMAR – Review and Approve – Resolution No. 2024-1 – A copy of the completed CMAR (Compliance Maintenance Annual Report) was reviewed. The Wastewater plant received all A's with a score of 4.0.

Ken Hoopman made a motion to approve Resolution No. 2024-1 – CMAR as presented, seconded by Peggy Houglum. Roll call vote YES 6 NO 0

- Public Works Manager – Nothing to report

- Public Buildings – Nothing to report
- Finance – Nothing to report
- Park & Recreation
  1. Cedar Grove Sports Complex – Quote for Signs – quotes were received from Andy McKee for signs for the Cedar Grove Sports Complex. The quotes were reviewed and discussed. It was suggested to install signs on each side of the drive on 6<sup>th</sup> Street by the walking path. It was also discussed to add plantings around the new signs.  
  
Peggy Houglum made a motion to approve the design and installation for the signs for the Cedar Grove Sports Complex, seconded by Ken Hoopman. Roll call vote YES 6 NO 0
  2. Memorial Park – Quote for Bandstand – quote for \$15,450.55 was received to remodel the bandstand in Memorial Park. Quote included residing the lower bandstand, installing a new door, and installing new railings. This issue will be tabled as more information is needed.
- Amsterdam Park – Nothing to report
- Museum – Nothing to report
- Library Board
  1. Cedar Grove Public Library – Quote for Community Room – quote for \$7,416.51 was received to build two closets in the Community Room to store the election equipment and the chairs used in the Community Room. This issue will be tabled as more information is needed.
- Personnel – Closed Session Personnel meeting scheduled for Wednesday, June 12, 2024 to begin at 5:30pm at the Village office.
- Planning Commission
  1. Terry Voskuil – Land Purchase – Planning Commission meeting held on May 28, 2024 regarding Terry Voskuil purchasing 14’ of property from the Village of Cedar Grove along the south side of his property at 113 N Main Street to build an addition to his garage. It was confirmed there would be 5’ between the lot line and the TeRonde Museum and 4’ from his garage addition to the lot line. Per the Zoning Code for this property address, a 3’ setback is required. The dollar amount that was decided was \$4,500.00. It was stated the closing costs would be \$1,400.00. The decision was made for the Village to pay half the closing costs, up to \$700.00.  
  
Ken Hoopman made a motion to approve the sale of 14’ of property currently owned by the Village of Cedar Grove to Terry Voskuil for \$4,500.00 with the Village paying half the closing costs, up to \$700.00, seconded by Benjie Meerdink. Roll Call Vote YES 6 NO 0
- Clerk
  1. 2024-2025 License Listing – Review and Approve – License listing was reviewed. No questions or concerns.

Ken Hoopman made a motion to approve the licenses for the upcoming year (July 1, 2024 – June 30, 2025), seconded by Peggy Houglum. Roll call vote YES 6 NO 0

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

- 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 6 NO 0. Meeting adjourned at 8:05pm.

Respectfully Submitted by:

Julie Brey ~ Village Clerk/Treasurer

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

**MONDAY, JULY 15, 2024**

**Starting Time: 6:00pm**

**Cedar Grove Public Library – Community Room, 131 Van Alton 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**

June 10 VB Meeting • June 12 Personnel Meeting • July 10 Personnel 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.*

- Harold Hunter – Willman Industries

**5. Review / Approval of Claims**

**COMMITTEE REPORTS**

**6. Fire, Law, Safety**

- Pigeons - Complaint

**7. Street, Sewer, Water**

- Grove Meadows – Developers Agreement – Letter of Credit

**8. Public Works Manager**

**9. Public Buildings**

**10. Finance**

**11. Park & Recreation**

- Independence Park - Sidewalk

**12. Amsterdam Park**

**13. Museum**

**14. Library Board**

**15. Personnel**

- Public Works Dept. - The Board may convene to Closed Session pursuant to WI. State Statute 19.85(1) (c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility. The Board may reconvene in Open Session and discuss and take action on the subject matter discussed in Closed Session.

**16. Planning Commission**

**17. Clerk**

- 2024 Hollandfest Donation
- Ordinance 2 of 2024 – Election Poll Hours & Number of Election Workers – Review/Approval
- Associated Appraisal – Assessment Services Contract
- Cell Phone
- August 2024 Village Board meeting

**18. Legal**

**19. President**

**20. Adjourn Meeting**

*Next Scheduled Village Board meeting: Monday Aug 12, 2024 – may be rescheduled to Monday Aug 19, 2024*

Julie Brey, Village Clerk/Treasurer - (Notice posted July 12, 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, July 15, 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, Kevin Lorge, Tom Getschman, Dave Reichle (arrived at 6:19pm)

Also Present: Jan Hoitink, Harold Hunter: Willman Ind., Larry Lukens, Austin & Liz Rubingh

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

**Review of Minutes**

Ken Hoopman made a motion to approve the minutes from the June 10, 2024 Village Board meeting, the June 12, 2024 Personnel Committee meeting, and the July 19, 2024 Personnel Committee meeting, seconded by Kevin Lorge. Roll call vote YES 5 NO 0

**Public Input**

Harold Hunter of Willman Industries presented Willman's plan to donate bells to the Village that were previously made by Carl DuMez. The bells will be mounted on a steel post with a welded bracket and will include a plaque explaining the history. Discussion included where the bells should be placed within the Village. The Village Trustees thanked Harold and stated they will discuss the location for the bells. Jan and Julie will communicate with Harold.

**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. Pigeons – Complaint – a complaint was received from a resident regarding a neighboring resident's pigeons. After discussion, it was decided to have the resident contact the Sheboygan Sheriff's Department as it was an ordinance issue. Julie will respond to the complainant.
- Street, Sewer & Water
  1. Grove Meadows – Developers Agreement – Letter of Credit – Larry Lukens was present to discuss the Letter of Credit for the Developer's Agreement for Grove Meadows. Larry stated he would revisit the bank. Larry also had a question regarding the blacktop at the end of 6<sup>th</sup> Street. The trustees decided to discuss this further at a Street, Sewer and Water meeting, scheduled for Wednesday, August 14, 2024 at 6:00pm at the Village office.
- Public Works Manager – Nothing to report
- Public Buildings – Nothing to report



- Finance – Nothing to report
- Park & Recreation
  1. Independence Park – Sidewalk – Currently, there is an area of grass by the tennis courts between the fence and the curb that Jan thought should be concrete/sidewalk. Jan will obtain quotes for the concrete. Discussion also included the possible addition of park benches in Independence Park between the lights.
- Amsterdam Park – Nothing to report
- Museum – Discussion included the cost of the possible future construction of a new bandstand with a restroom in Memorial Park.
- Library Board – Nothing to report
- Personnel
  1. Public Works Dept. – The Board may convene to Closed Session pursuant to WI. State Statute 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility. The Board may reconvene in Open Session and take action on the subject matter discussed in Closed Session.

Ken Hoopman made a motion to enter into Closed Session at 7:42pm, seconded by Peggy Houglum. Roll call vote YES 6 NO 0

Ken Hoopman made a motion to adjourn Closed Session at 8:22pm and move into Open Session, seconded by Peggy Houglum. Roll call vote YES 6 NO 0

No action was taken during Closed Session.

- Planning Commission – Nothing to report
- Clerk
  1. 2024 Hollandfest Donation – Donation request received from the Holland Guild for the 2024 Hollandfest. A donation of \$500.00 was suggested.
 

Kevin Lorge made a motion to approve a donation of \$500.00 to the Holland Guild for the 2024 Hollandfest, seconded by Tom Getschman. Roll call vote YES 6 NO 0
  2. Ordinance 2 of 2024 – Election Poll Hours & Number of Election Workers – Review/Approval – Julie presented Ordinance 2 of 2024 which details the poll hours for the elections as well as the number of election workers for each election.
 

Ken Hoopman made a motion to approve Ordinance 2 of 2024 – Election Poll Hours & Number of Election Workers, seconded by Benjie Meerdink. Roll call vote YES 6 NO 0
  3. Associated Appraisal – Assessment Services Contract – the new contract was received from Associated Appraisal and it increased quite a bit. After brief discussion, it was suggested to request quotes from other assessment service contractors. Julie will obtain additional quotes.

- 4. Cell Phone – Julie requested a cell phone for herself for Village communication. The phone will be used to text and call residents with various requests and needs. The State of Wisconsin program will be utilized and the new phone is only \$.01.

Ken Hoopman made a motion to approve a new cell phone for Julie to use for Village business, seconded by Benjie Meerdink. Roll call vote YES 6 NO 0

5. August 2024 Village Board meeting – the August Village Board meeting is scheduled for Monday, August 12, 2024. Due to the Primary Election scheduled the next day, August 13, 2024, Julie requested to reschedule the Village Board meeting on August 19, 2024, in an effort to prepare for the Election.

Ken Hoopman made a motion to approve rescheduling the August 2024 Village Board meeting from August 12, 2024 to August 19, 2024, seconded by Benjie Meerdink. Roll call vote YES 6 NO 0

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

- Legal – Nothing to report
- President – Nothing to report
- Ken Hoopman made a motion to adjourn the meeting, seconded by Kevin Lorge. Roll call vote YES 6 NO 0. Meeting adjourned at 8:26pm.

Respectfully Submitted by:

Julie Brey ~ Village Clerk/Treasurer

# NOTICE OF CEDAR GROVE VILLAGE BOARD MEETING AGENDA

**MONDAY, AUGUST 19, 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**

July 15 VB Meeting • July 29 Personnel Meeting • August 14 Street, Sewer, Water 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**

- Keeping of Domesticated Chickens Application – Ochoa
- Grove Meadows – 6<sup>th</sup> Street

**8. Public Works Manager**

**9. Public Buildings**

- Building Inspector – New Salon

**10. Finance**

**11. Park & Recreation**

**12. Amsterdam Park**

**13. Museum**

**14. Library Board**

**15. Personnel**

- Public Works Dept. - The Board may convene to Closed Session pursuant to WI. State Statute 19.85(1) (c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility. The Board may reconvene in Open Session and discuss and take action on the subject matter discussed in Closed Session.

**16. Planning Commission**

**17. Clerk**

- Review and Approval - Resolution 2024 – 1 Resolution Approving Wages effective 8/1/24
- Review and Approval - Updated Employee Handbook
- Review and Approval - Appraisal Services Quotes

**18. Legal**

**19. President**

**20. Adjourn Meeting**

Next Scheduled Village Board meeting: Monday Sept 9 2024

Julie Brey, Village Clerk/Treasurer - (Notice posted Aug 16, 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, August 19, 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, Kevin Lorge, Tom Getschman, Dave Reichle

Also Present: Jan Hoitink, Dr. John Cook, Tom Bruggink, Dave Huenink

Village President Mike DeHaai called the Village Board meeting to order at 6:03pm.

**Review of Minutes**

Peggy Houglum made a motion to approve the minutes from the July 15, 2024 Village Board meeting, the July 29, 2024 Personnel Committee meeting, and the August 14, 2024 Street, Sewer and Water meeting, seconded by Ken Hoopman. Roll call vote YES 5 NO 0

**Public Input**

Brian Doudna spoke about the Planned Unit Development District Zoning and the Performance Standards for the Cedar Grove Cook Development. It was decided to schedule a Special Village Board meeting for Monday, August 26, 2024 at 6:00pm at the Village office to review and discuss the PUD and the Performance Standards (Restrictive Covenants).

**Review the Claims**

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

**Committee Reports**

- Fire, Law & Safety – Tom Bruggink reported the new fire truck may be completed in October. In addition, Tom provided an update on the grant for the Air Paks.
- Street, Sewer & Water
  1. Keeping of Domesticated Chickens – Victor Ochoa, 17 W Center Ave, submitted an application requesting to keep six (6) chickens. A site plan and description was provided and reviewed. No further questions or comments.

Tom Getschman made a motion to approve the Keeping of Domesticated Chickens application from Victor Ochoa, 17 W Center Ave, seconded by Ken Hoopman. Roll call vote YES 6 NO 0

2. Grove Meadows – 6<sup>th</sup> Street – Discussion held regarding the area on 6<sup>th</sup> Street that was previously blacktopped and was recently tore up for the Grove Meadows project. Development III requested the Village to pay for half the blacktop. After discussion, the Village Board decided not to pay half for the blacktop.

- Public Works Manager – Jan reported Sheboygan County is almost finished with the Otte field. He also reported a tile was replaced on the south baseball field.
- Public Buildings
  1. Building Inspector – New Salon - \*this was corrected to old salon (406 S Main St location) Nick VandeHey, McMahon suggested the Village contact the inspector who provided inspection services in the past for the Village and to have him inspect the salon at 406 S Main Street. Jan will contact the inspector.
- Finance – Kevin requested budgets to be submitted mid-September, if possible.
- Park & Recreation – Jan was asked to get quotes for concrete and benches for Independence Park for next year’s budget.
- Amsterdam Park – Next meeting scheduled for August 20, 2024.
- Museum – Nothing to report
- Library Board – Nothing to report
- Personnel
  1. Public Works Dept. – The Board may convene to Closed Session pursuant to WI. State Statute 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility. The Board may reconvene in Open Session and take action on the subject matter discussed in Closed Session.

Ken Hoopman made a motion to enter into Closed Session at 7:19pm, seconded by Peggy Hougum. Roll call vote YES 6 NO 0

Ken Hoopman made a motion to adjourn Closed Session at 8:38pm and move into Open Session, seconded by Peggy Hougum. Roll call vote YES 6 NO 0

No action taken during Closed Session.

- Planning Commission – Nothing to report
- Clerk
  1. Review and Approval – Resolution 2024-1 Resolution Approving Wages effective 8/1/24 – After Closed Session discussion, it was decided not to approve Resolution 2024-1.
  2. Review and Approval – Updated Employee Handbook – After Closed Session discussion, it was decided not to update the Employee Handbook at this time.
  3. Review and Approval – Appraisal Services Quotes – Julie was asked to gather more information regarding the assessor quotes.

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

- Legal – Nothing to report
- President – Nothing to report

- Tom Getschman made a motion to adjourn the meeting, seconded by Peggy Houglum. Roll call vote YES 6 NO 0. Meeting adjourned at 8:44pm.

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.

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

**MONDAY, SEPTEMBER 9, 2024**

**Starting Time: 6:00pm**

**Cedar Grove Public Library – Community Room, 131 Van Alstena 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**

August 19 VB Meeting • August 26 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.*

- Jonathan Otte - Waterway

**5. Review / Approval of Claims**

**COMMITTEE REPORTS**

**6. Fire, Law, Safety**

**7. Street, Sewer, Water**

- Cedar Grove Cook Development

**8. Public Works Manager**

**9. Public Buildings**

**10. Finance**

**11. Park & Recreation**

**12. Amsterdam Park**

**13. Museum**

**14. Library Board**

- Sound System – Community Room
- Activity Director Position

**15. Personnel**

**16. Planning Commission**

**17. Clerk**

- Direct Deposit
- Non-Intoxicating Beverage License – Ugly Mugs Too, LLC

**18. Legal**

**19. President**

**20. Adjourn Meeting**

*Next Scheduled Village Board meeting: Monday Oct 14 2024*

Julie Brey, Village Clerk/Treasurer - (Notice posted Sept 6, 2024)

**VILLAGE OF CEDAR GROVE**  
**Village Board Meeting Minutes**  
**Monday, September 9, 2024 6:00pm**

*At Village of Cedar Grove Library, Community Room  
131 Van Alton 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 (via Zoom), Peggy Houglum, Benjie Meerdink, Dave Reichle, Kevin Lorge (6:04pm), Tom Getschman (6:11pm)

Also Present: Jan Hoitink, Dr. John Cook, Jonathan Otte, Tom Bruggink, Brian Doudna-SCEDC, Liz Freeman-CGB Schools Superintendent

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

**Review of Minutes**

Peggy Houglum made a motion to approve the minutes from the August 19, 2024 Village Board meeting and the August 26, 2024 Special Village Board meeting, seconded by Dave Reichle. Roll call vote YES 4 NO 0

**Public Input**

Jonathan Otte – Waterway – Jonathan was present to discuss the groundwater issues in the waterway that are eroding his field. Jonathan contacted Sheboygan County and a waterway grant was available to assist in the cost of repairing the field. Previously, the Village agreed to pay \$4,800 toward the cost but the amount increased by \$3000 – for a total of \$7,800. Jonathan was present to request if the Village could assist with the additional \$3000

(This item was revisited at the end of the meeting)

Kevin Lorge made a motion to assist Jonathan Otte with the additional cost of \$3000 for the waterway repair, for a total of \$7,800 from the Village, seconded by Benjie Meerdink. Roll call vote YES 6 NO 0

**Review the Claims**

Ken Hoopman 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 Bruggink reported the final inspection of the new fire truck is scheduled for October 10, 2024.
- Street, Sewer & Water
  1. Cedar Grove Cook Development – the Planned Unit Development District (PUD) document and the Restrictive Covenants for the Cedar Grove Business Park were reviewed by the Trustees. Julie will update the PUD document for the Zoning Code and forward to Attorney Rettler for review.



Ken Hoopman made a motion to approve the Restrictive Covenants document and the PUD Zoning document with the proposed changes, seconded by Peggy Houglum. Roll call vote YES 6 NO 0

- Public Works Manager – Nothing to report.
- Public Buildings – Nothing to report.
- Finance – Budget work to begin in October.
- Park & Recreation – Nothing to report.
- Amsterdam Park – Nothing to report.
- Museum – Nothing to report.
- Library Board
  1. Sound System – Community Room – Proposal was received from O & W for a sound system in the Community Room to assist with special programs at the Library. The rack will be installed behind the TV. The Friends of the Library will be donating the funds to pay for the sound system.

Benjie Meerdink made a motion to approve the proposal from O & W for a new sound system in the Community Room, seconded by Kevin Lorge. Roll call vote YES 6 NO 0

2. Activity Director Position – the Library is interested in a new Activity Director position. The new position will be scheduled 15 hours per week. A job description will be needed for this new position.
- Personnel – Meeting scheduled for Wednesday, September 25, 2024.
  - Planning Commission – Nothing to report
  - Clerk
    1. Direct Deposit – Julie reported that Direct Deposit is available with no extra cost in the new QuickBooks module. Julie is researching the reports available to provide to Mike for approval.
    2. Non-Intoxicating Beverage License – Ugly Mugs Too, LLC – Request from Ugly Mugs Too, LLC (former Koffie Trader) for a Non-Intoxicating Beverage License. No questions or comments.

Tom Getschman made a motion to approve the Non-Intoxicating Beverage License request from Ugly Mugs Too, LLC, seconded by Benjie Meerdink. Roll call vote YES 6 NO 0

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

- Legal – Nothing to report
- President – Nothing to report

- Tom Getschman made a motion to adjourn the meeting, seconded by Kevin Lorge. Roll call vote YES 6 NO 0. Meeting adjourned at 7:38pm.

Respectfully Submitted by:

Julie Brey ~ Village Clerk/Treasurer

# NOTICE OF CEDAR GROVE VILLAGE BOARD MEETING AGENDA

MONDAY, OCTOBER 14, 2024

Starting Time: 6:00pm

Cedar Grove Public Library – Community Room, 131 Van Alstena 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 Houglum. 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 Houglum. 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 Houglum. 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.

# NOTICE OF CEDAR GROVE VILLAGE BOARD MEETING AGENDA

MONDAY, NOVEMBER 11, 2024

Starting Time: 6:00pm

Cedar Grove Public Library – Community Room, 131 Van Alton 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**

Oct 14 Planning Commission meeting • Oct 14 VB meeting • Oct 30 BOR 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**

- Joint Powers Agreement – County 911 Emergency System – Sheboygan County
- Special Law Enforcement Services Contract for 2025 – Review & Approve

**7. Street, Sewer, Water**

- Intergovernmental Agreement – Town of Holland & Village of Cedar Grove – Palmer Road & Amsterdam Road

**8. Public Works Manager**

- Salon demolition
- Water Tower contract

**9. Public Buildings**

**10. Finance**

- Sheboygan County Transportation Shared Revenue Program - 2025

**11. Park & Recreation**

**12. Amsterdam Park**

**13. Museum**

**14. Library Board**

**15. Personnel**

- Addition of New Year's Eve as a Holiday
- Additional pay for obtaining Applicator licensure

**16. Planning Commission**

**17. Clerk**

- Christmas Village Market 2024 Donation
- Snow Runners Letter

**18. Legal**

**19. President**

**20. Adjourn Meeting**

Next Scheduled Village Board meeting: Monday Dec 9, 2024

Julie Brey, Village Clerk/Treasurer - (Notice posted Nov. 8, 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, November 11, 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, Peggy Houglum, Benjie Meerdink, Tom Getschman, Kevin Lorge, Ken Hoopman (via Zoom), Dave Reichle (6:04pm)

Also Present: Jan Hoitink, David Huenink, Kyle Voskuil, Tom Bruggink

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

## **Review of Minutes**

Peggy Houglum made a motion to approve the minutes from the October 14 Planning Commission meeting, the October 14 Village Board meeting and the October 30 Board of Review meeting, seconded by Benjie Meerdink. Roll call vote YES 5 NO 0

## **Public Input**

David Huenink advised the Village trustees that the Town of Holland has agreed on the \$240,000.00 option for the Air Paks for the Fire Department. The Village discussed and agreed on this issue previously. \$120,000.00 will be due from the Village and Town of Holland.

## **Review the Claims**

Kevin Lorge made a motion to approve and pay all claims as presented, seconded by Peggy Houglum. Roll call vote YES 6 NO 0

## **Committee Reports**

- Fire, Law & Safety
  1. Joint Powers Agreement – County 911 Emergency System – Sheboygan County. The Agreement for 2025 was reviewed. No questions or concerns.

Benjie Meerdink made a motion to approve the Joint Powers Agreement for 2025, seconded by Dave Reichle. Roll call vote YES 6 NO 0

2. Special Law Enforcement Services Contract for 2025 – Review & Approve. The Contract for 2025 was reviewed. There is no increase from Sheboygan County this year. The trustees decided to remain with 21 hours per month for the Village.

Benjie Meerdink made a motion to approve the Special Law Enforcement Services Contract for 2025, seconded by Peggy Houglum. Roll call vote YES 6 NO 0

- Street, Sewer & Water
  1. Intergovernmental Agreement – Town of Holland & Village of Cedar Grove – Palmer Road & Amsterdam Road. Intergovernmental Agreement for Palmer Road and Amsterdam Road was received from the Town of Holland. After brief discussion, it was



decided to table this issue until the Street, Sewer and Water Committee meeting can be scheduled.

- Public Works Manager
  1. Salon demolition – Brief discussion regarding the demolition of the old salon on Main Street. Jan will contact Trevor Lukens for a quote for the demo.
  2. Water Tower Contract – Jan presented information about a few companies that the Village can contract with for maintenance, inspections and repairs for the water tower. This issue will be revisited at the next scheduled Street, Sewer and Water Committee meeting.
- Public Buildings – Nothing to report.
- Finance
  1. Sheboygan County Transportation Shared Revenue Program – 2025. The Village will receive \$35,951.00 from the Sheboygan County Transportation Shared Revenue Program. It was decided during budget discussion to roll this money into next year to be used to repair Wisconsin Avenue.

Peggy Houglum made a motion to approve the \$35,951.00 from the Sheboygan County Transportation Shared Revenue Program and to roll that amount into next year's budget for the repair of Wisconsin Avenue, seconded by Tom Getschman. Roll call vote YES 6 NO 0

- Park & Recreation – Nothing to report.
- Amsterdam Park – Nothing to report.
- Museum – Nothing to report.
- Library Board – Nothing to report.
- Personnel
  1. Addition of New Year's Eve as a Holiday – It was requested to add New Year's Eve to the Holiday schedule for Village employees. Julie will update the Employee Handbook.

Ken Hoopman made a motion to approve the addition of New Year's Eve as a Holiday for Village employees, seconded by Benjie Meerdink. Roll call vote YES 6 NO 0

2. Additional pay for DPW employee obtaining Applicator License – It was decided to purchase a Fertilizer Applicator for the Village. The employee that obtains the license will receive an extra \$.50 per hour.

Ken Hoopman made a motion to approve the additional pay of \$.50 per hour for the employee that obtains the Applicator license, seconded by Benjie Meerdink. Roll call vote YES 6 NO 0

- Planning Commission – Nothing to report.

- Clerk
  1. Christmas Village Market 2024 Donation letter – The 2024 Christmas Village Market is scheduled for Thursday, December 5, 2024. Suggestion was made to donate \$250.00 to the Christmas Village Market.

Tom Getschman made a motion to donate \$250.00 for the Christmas Village Market, scheduled for Thursday, December 5, 2024, seconded by Ken Hoopman. Roll call vote YES 6 NO 0

2. Snow Runners 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.

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

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

- 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 adjourned at 7:15pm.

Respectfully Submitted by: Julie Brey ~ Village Clerk/Treasurer

# NOTICE OF CEDAR GROVE VILLAGE BOARD MEETING AGENDA

**MONDAY, DECEMBER 9, 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**

- Nov 11 VB Meeting
- Nov 18 Spec VB Meeting
- Nov 26 Pub. Hearing/Spec. 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**

- Review & Approve - CSM – Kaat – Extraterritorial Jurisdiction – Village of Cedar Grove/Town of Holland
- Review & Approve - CSM – Kraus – Extraterritorial Jurisdiction – Village of Cedar Grove/Town of Holland
- Water Tower – Maguire Iron presentation
- Salon Agreement – Willman Industries
- Review & Approve - Third Addition to Grove Meadows

**8. Public Works Manager**

**9. Public Buildings**

**10. Finance**

**11. Park & Recreation**

**12. Amsterdam Park**

**13. Museum**

**14. Library Board**

**15. Personnel**

- Resolution No. 2024-2 – Resolution Approving Wages Effective January 1, 2025
- Updated Employee Handbook – Rev. I

**16. Planning Commission**

**17. Clerk**

**18. Legal**

**19. President**

**20. Adjourn Meeting**

*Next Scheduled Village Board meeting: Monday Jan 13, 2025*

Julie Brey, Village Clerk/Treasurer - (Posted Dec. 6, 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, December 9, 2024 6:00pm**

*At Village of Cedar Grove Library, Community Room  
131 Van Alton 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, Peggy Houghlum, Benjie Meerdink, Tom Getschman, Kevin Lorge, Ken Hoopman, Dave Reichle (6:02pm)

Also Present: Jan Hoitink, Kyle Voskuil, Tom Bruggink, Brett Hansen and Jamie Mays of Maguire Iron

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

### **Review of Minutes**

Ken Hoopman made a motion to approve the meeting minutes from the November 11 Village Board meeting, the November 18 Special Village Board meeting and the November 26 Public Hearing / Special Village Board meeting, seconded by Peggy Houghlum. Roll call vote YES 5 NO 0

### **Public Input**

No one was present for Public Input.

### **Review the Claims**

Ken Hoopman made a motion to approve and pay all claims as presented with the exception of the invoice from McMahon & Associates as more detail on the invoice was requested, seconded by Benjie Meerdink. Roll call vote YES 6 NO 0

### **Committee Reports**

- Fire, Law & Safety - The fire department personnel reported they would begin the process of listing the old fire truck for sale.
- Street, Sewer & Water
  1. Review & Approve – CSM – Kaat – Extraterritorial Jurisdiction – Village of Cedar Grove/Town of Holland – The CSM for Tom and Jody Kaat was reviewed. The applicants are proposing a minor land division to create two lots. They have also requested to rezone the lots. (Notes attached).

Ken Hoopman made a motion to approve the CSM from Tom and Jody Kaat, seconded by Benjie Meerdink. Roll call vote YES 6 NO 0

2. Review & Approve – CSM – Kraus – Extraterritorial Jurisdiction – Village of Cedar Grove/Town of Holland – The CSM for Kurt and Carrie Kraus was also reviewed. The applicants are proposing a minor land division to create two lots. They have also requested to rezone the lots. (Notes attached).

Ken Hoopman made a motion to approve the CSM from Kurt and Carrie Kraus, seconded by Benjie Meerdink. Roll call vote YES 6 NO 0

3. Water Tower – Maguire Iron presentation – Brett Hansen and Jamie Mays presented a Maintenance Agreement for the water tower. The services included are cleaning, repairs, painting, inspections, etc. References were requested. This item will be discussed and reviewed at a Committee meeting.
4. Salon Agreement – Willman Industries – Brief discussion held regarding the former salon on Main Street. Mike will contact John of Willman Industries to discuss options.
5. Review & Approve – Third Addition to Grove Meadows – Brief discussion regarding signing the final plat for the Third Addition to Grove Meadows. There are additional questions so this item is tabled until the next Village Board meeting January 13. This item will be discussed and reviewed at a Committee meeting.

Ken Hoopman made a motion to table the Third Addition to Grove Meadows Final Plat signing, seconded by Tom Getschman. Roll call vote YES 6 NO 0

A Street, Sewer and Water Committee meeting to discuss a few of the outstanding items is scheduled for January 6, 2025 at 6:00pm at the Village Office.

- Public Works Manager – Nothing to report.
- Public Buildings – Nothing to report.
- Finance – Nothing to report.
- Park & Recreation – Nothing to report.
- Amsterdam Park – Next meeting scheduled for Friday, December 16, 2024.
- Museum – Nothing to report.
- Library Board – Nothing to report.
- Personnel
  1. Resolution No. 2024-2 – Resolution Approving Wages Effective January 1, 2025 – Resolution No. 2024-2 was reviewed. No questions or concerns.

Ken Hoopman made a motion to approve Resolution No. 2024-2, Resolution Approving Wages Effective January 1, 2025, seconded by Peggy Houglum. Roll call vote YES 6 NO 0

2. Updated Employee Handbook – Rev. I – The Employee Handbook was updated to include the addition of New Year’s Eve as a holiday and to include the addition of the Applicator’s License.

Ken Hoopman made a motion to approve the Updated Employee Handbook – Rev. I with the inclusion of New Year’s Eve to the holiday listing and the addition of the Applicator’s License, seconded by Kevin Lorge. Roll call vote YES 6 NO 0

Employee meetings are scheduled for December 16, 2024 beginning at 3:00pm at the Village office.

- Planning Commission – Nothing to report.
- Clerk – Nothing to report.  
Meetings: Ken – 1, Peggy - 2, Benjie - 1, Tom – 2, Mike – 3, Kevin – 2, Dave - 2
- Legal – Nothing to report
- President – Nothing to report
- Tom Getschman made a motion to adjourn the meeting, seconded by Dave Reichle. Roll call vote YES 6 NO 0. Meeting adjourned at 8:10pm.

Respectfully Submitted by: Julie Brey ~ Village Clerk/Treasurer