

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