

# TOWN OF CLEVELAND

## JACKSON COUNTY, WISCONSIN

### MONTHLY BOARD MEETING MINUTES

Tuesday, May 12, 2026, 7:00 PM

Location: Fairchild Fire Protection District Meeting Room  
200 Townline Rd, Fairchild, WI 54741

1. Call Meeting to Order  
The Monthly Town Meeting was called to order by Town Chair, Nick D'Huyvetter at 7:00PM
2. Roll Call / Establish Quorum  
Town Chair, Nick D'Huyvetter - Present; Town Supervisor Adam Norgaard - Present; Town Supervisor James Michalec - Present; Quorum established.
3. Affidavit of Proper Posting for Regular Monthly Meeting  
Clerk Kayla Lindgren confirmed proper posting of the meeting notice.
4. Reading and Approval of Minutes
  - a) April 21, 2026 Special Town Meeting of the Electors Minutes read by Clerk Lindgren  
Motion by Chair D'Huyvetter to approve the April 21, 2026 Special Town Meeting of the Electors Minutes as presented.  
Second by Supervisor Adam Norgaard  
Result: Motion carried
  - b) April 21, 2026 Regular Meeting Minutes read by Clerk Lindgren  
Motion by Chair D'Huyvetter to approve the April 21, 2026 Regular Meeting Minutes with a minor correction to Item 1 as presented.  
Second by Supervisor Adam Norgaard  
Result: Motion carried
5. Treasurer's Report and Approval  
Balances as of April 30, 2026:
  - Checking: \$56,241.36
  - Cemetery: \$14,800.12
  - Tax Account: \$343,680.90Motion by Chair D'Huyvetter to approve the Treasurer's Report as presented.  
Second by Supervisor Adam Norgaard  
Result: Motion carried
6. Review and Pay Monthly Bills  
Bills were reviewed with supporting documentation.  
Motion by Chair D'Huyvetter to approve payment of bills.  
Second by Supervisor Adam Norgaard  
Motion carried
7. Public Comment  
Public comment received regarding capital fund designation and recommendations to not dissolve town hall committee
8. Old Business

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- a) Board members provided updates on:
- i) Fire protection services
  - ii) Road conditions and maintenance needs
  - iii) Training completed by Clerk
  - iv) Ongoing planning efforts with town hall construction; land use permit approved and payment prepared; current building designer unable to finish plan design
  - v) No action taken on comprehensive plan update
- b) Cemetery Sign - laminated signs provided to William Klingehoets
- c) Firework Ordinance -  
Officer Halverson provided input on fee structure; Clerk Lindgren updated ordinance to reflect forfeitures for offenses  
Motion by Chair D'Huyvetter to adopt the Firework Ordinance as presented  
Second by Supervisor Adam Norgaard  
Result: Motion Carried
- d) Law Enforcement Services with Village of Fairchild -  
Officer Halverson commented on his services to the town; indicated that there were no concerns shared with him prior to meeting; needs copy of ordinances sent to him; seeking additional expectations from board and mutual agreement on steps forward; stated 3 months' notice is required to terminate contract and town needs to establish a way to enforce the ordinances; noticed reduced damaged on roads and attributes this to his presence in the town; provided clarification on his limitations in his role with the town. Officer Halverson also provided quarterly update on his services provided with the permission of Chair D'Huyvetter
9. New Business
- a) Discussion Regarding Town Notice Publication Practices, Including Prior Elector Direction Concerning Newspaper Posting Requirements, and Possible Recommendation for Future Action  
Discussion regarding statutory requirements versus courtesy newspaper publication. Official notices are posted at (3) three physical locations already and a courtesy notice is published to the town website. Discussion about the value in also publishing the annual town meeting notice in a local newspaper.  
Motion by Supervisor James Michalec to post the notice of the annual town meeting as a courtesy to the town electors in the Ad-Delite newspaper  
Second by Chair D'Huyvetter.  
Result: Motion Carried.
- b) Independent Audit Services for Town Financial Records  
With permission from the Chair, an elector recommended the constitution of a budget committee to conduct audits of town financial records. Joe Egloff was named as a person of recommendation. No further action was taken.

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- c) Voting Procedures for the Town Hall Project and Consideration of a Paper Ballot Process Using the Registered Voter List

Clerk Lindgren formally raised procedural concern regarding the prior authorization vote conducted by a show of hands. Clerk Lindgren stated there was no poll list or voter verification and no ballot record retained. Clerk stated inability to verify that only qualified electors participated.

Motion by Chair D'Huyvetter to schedule a Special Meeting of the Electors to conduct a revote on the Town Hall project using a paper ballot and registered voter list.

Second by Supervisor Adam Norgaard

Result: Motion Carried. Special Meeting scheduled for June 4, 2026 at 7:00 PM

- d) Dissolution of the Town Hall Committee - Chair D'Huyvetter recommends to continue this committee until further notice. Public sentiment favored retaining the committee. No action taken.
- e) Fund Designation and Allocation in Relation to the Town Hall Project - No action taken. No action taken. Consideration of the item was deferred due to the outcome of prior agenda items.
- f) Financing and Loan Obligations with Alliance Bank for the Town Hall Project - No action taken. Consideration of the item was deferred due to the outcome of prior agenda items.
- g) Consider/Approve Temporary Class "B" Wine License Application for Quad County ATV Club for event to be held at N14399 Arndt Rd, Fairchild, WI 54741 on May 22, 2026, through May 25, 2026, pursuant to Wis. Stat. § 125.51(10)  
Motion by Chair D'Huyvetter to approve the Temporary Class "B" Wine License Application for Quad County ATV Club  
Second by Supervisor Adam Norgaard  
Result: Motion Carried.

10. Determine June 2026 meeting date and time and possible agenda items

- a) Next meeting to occur on June 9, 2026 at 7:00 PM
- b) Potential agenda items:
- i) Website designation as official posting location
  - ii) Audit scope definition
  - iii) Town Hall project updates

Motion by Chair D'Huyvetter to adjourn.

Second by Supervisor Adam Norgaard

Meeting adjourned at 9:07 PM

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DRAFT MINUTES – SUBJECT TO BOARD APPROVAL