TOWN OF CLEVELAND
JACKSON COUNTY, WISCONSIN
Regular Monthly Town Board Meeting Minutes

Tuesday, September 8, 2026, 7:00 p.m.
Fairchild Fire Protection District Meeting Room, 200 Townline Road, Fairchild, Wisconsin 54741

1. Call to Order and Roll Call

Call to order. The regular monthly meeting of the Town of Cleveland Board was called to order by Chair Nick D'Huyvetter.

Roll call and quorum. Roll call was taken. Chair D'Huyvetter, Supervisor Adam Norgaard, and Supervisor Jimmy Michalec were present. A quorum was established.

2. Approval of Prior Minutes

August 2026 regular meeting minutes. The Board reviewed the August 10, 2026 regular monthly meeting minutes. Motion was made by Supervisor Norgaard and seconded by Chair D'Huyvetter to approve the minutes. Motion carried.

3. Treasurer's Report and Monthly Bills

Treasurer's report. As of August 31, 2026, the checking account balance was $49,338.33, with one outstanding check in the amount of $64.64. The cemetery account balance was $15,828.58. The tax account balance was $393,103.02. The Town had received $44,682.53 in tax funds from Jackson County, which was deposited into the tax account. Motion was made by Chair D'Huyvetter and seconded by Supervisor Michalec to approve the Treasurer's report. Motion carried.

Monthly bills and payroll. The Board reviewed payroll and monthly payables. Payroll information was presented on a consolidated timesheet-detail report together with the underlying time records for Board review.

The Board also reviewed the Town Hall software invoice for the 2026 software period. The Clerk reported that the invoice remained payable despite the Town's transition to a different accounting system and was not prorated. During a review of the Town's account, the vendor also issued several additional invoices relating to prior billing periods. The Treasurer was working with the vendor to address charges believed to have been incorrectly assessed to the Town. Motion was made and seconded to approve payment of the valid 2026 software invoice. Motion carried.

4. Public Comment

Cemetery work day. Chris Straight discussed organizing a volunteer cemetery work day. Saturday, September 26, 2026, beginning at approximately 10:00 a.m., was identified as the proposed date and

time, weather permitting. Members of the public were welcome to participate. Volunteers were advised that gloves and a shovel would be useful, with other equipment expected to be available.

Roadside fencing matter. James Scholze asked about the roadside fencing matter referenced in the prior month's minutes but not included on the current agenda. Chair D'Huyvetter stated that the matter had not been resolved and would be placed on a future agenda.

Zoning and comprehensive-plan comments. Scholze commented regarding recent zoning and conditional-use matters reviewed by the Town and Jackson County. He expressed concern regarding differences between information presented to the Town and information subsequently reflected in county-level proceedings, including the Wollerman rezoning matter and conditions associated with the Borntrager conditional-use request. He encouraged the Town to clearly state its position on zoning matters and to follow applications through the county review process. Discussion also addressed consistency between zoning decisions and the Town Comprehensive Plan.

5. Old Business

Fire Board report. The Board received a Fire Board report covering emergency-response activity, training, equipment maintenance, and department wellness. Approximately 15 calls were reported. Upcoming training and repairs to Engine 1 were also discussed. The next Fire Board meeting was reported as September 29, 2026, at 7:00 p.m.

Road report. Road maintenance and mowing were reviewed. The mower was expected to be returned from repair, after which mowing would resume, with roads scheduled for maintenance work receiving priority. The Board also discussed Fairview Road, Johnson Road, and other planned paving or roadwork. Due to scheduling and timing constraints, some paving work may need to be postponed.

Comprehensive Plan Commission. The Board noted that the Comprehensive Plan Commission was scheduled to meet later in the week. Future regular Board agendas will include Commission updates so the Board can receive reports regarding the Commission's work and progress.

6. New Business

Access to Tipsy on 10 from Alma Center Road. The Board discussed a proposed access involving the State highway right-of-way near Tipsy on 10. Chair D'Huyvetter reported that additional information had been obtained regarding Town liability, maintenance responsibilities, and the State's requirements. The State would enter into an agreement with a municipality rather than directly with the individual property owner.

The Board discussed requiring the property owner to assume responsibility for maintenance and related costs and expressed concern about ensuring that the Town would not incur liability or ongoing

maintenance obligations under an agreement with the State. After further discussion, motion was made by Chair D'Huyvetter to approve proceeding with the agreement contingent upon review by the Wisconsin Towns Association attorney or another qualified third party familiar with municipal legal matters. Seconded by Supervisor Norgaard. Motion carried.

Compensation for special committee members. The Board discussed compensation for members of the Comprehensive Plan Commission and other special Town committees. A rate of $40 per meeting for members and $60 per meeting for the committee secretary was discussed. Public comment noted that the existing Comprehensive Plan Commission ordinance should be reviewed in connection with any compensation policy.

The Board discussed establishing a general compensation schedule applicable to special Town committees rather than limiting the policy to the Comprehensive Plan Commission. Motion was made by Chair D'Huyvetter to establish by resolution compensation of $40 per meeting for special committee members and $60 per meeting for the committee secretary. Seconded by Supervisor Norgaard. Motion carried. The Clerk will prepare the written resolution reflecting the Board's action for the Town records.

Road-project bidding. The Board discussed the status of public bidding for previously identified road projects. The Clerk reported that no newspaper bid notice had yet been published. The Board discussed available bid-notice templates and the publication process. The Clerk will coordinate with the Chair regarding the required notice language and publication.

Cemetery restoration planning. The Board discussed potential improvements to the cemetery, including restoration or replacement of the cemetery entrance gate and related features and possible headstone restoration. The Board also discussed cemetery funds available for future improvements. Cemetery restoration will be placed on a future agenda for additional discussion and possible action.

7. Next Meeting and Future Agenda Items

Next meeting. The next regular monthly Town Board meeting was scheduled for Tuesday, October 13, 2026.

Future agenda items. Future agenda items discussed included the roadside fencing matter, cemetery restoration planning, consideration of the law-enforcement contract, road-project bidding, Comprehensive Plan Commission updates, and a potential development moratorium and related engineering information.

Prepared September 16, 2026
Kayla Lindgren, Clerk

8. Adjournment

Adjournment. Motion was made by Supervisor Norgaard and seconded by Supervisor Michelec to adjourn. Motion carried.

Respectfully submitted,
Kayla Lindgren, Town Clerk
Approved by the Town Board on: October 13, 2026