

Town of Holland

Town Board Meeting Minutes

Sheboygan County, WI

Date: March 9, 2015

Place: Town of Holland Hall, County Road G

1. Call to order: The meeting was called to order by Chairman Don Becker at 7:35 PM
2. Pledge of Allegiance: The pledge of allegiance was recited
3. Wisconsin Open Meetings Law: Don Becker certified that the requirements of the Open Meetings Law had been met by posting of the agenda in the usual locations in the Township.

Don Becker reported that the Town Clerk, Sharon Claerbaut, was unable to attend the meeting this evening. Don Becker made a motion to have Dave Huenink chair the meeting this evening, allowing Don Becker to record the minutes. Motion was supported by Dave Huenink and passed with a voice vote.

Dave Huenink took over as chair of the meeting.

4. Roll Call

Present: Stan Lammers, Dave Huenink, Martin Elmer, Don Becker

Excused: Steve Jones

Also present was Craig Droppers, Treasurer. Sharon Claerbaut, Clerk, was excused.

5. Adopt Agenda: Martin Elmer made a motion to approve the agenda as the official order of business; Stan Lammers supported the motion. The motion passed with a voice vote.
6. Review and Approval of Draft Minutes: Dave Huenink asked if there were any comments or corrections on the meeting minutes of the regular Board meeting held on February 9, followed by a similar request for comments and questions on the draft minutes of the special Board meeting of February 14. There were no comments or corrections. Martin Elmer moved to approve both draft meeting minutes, which was supported by Stan Lammers. Motion was approved with a voice vote.
7. Record Retention Certification: The clerk was not present to certify the records retention. This matter was tabled until the April meeting.
8. Public Input:
Craig Droppers urged the Board to keep the hunting ordinance in place as a matter of safety for the farmers. The ordinance limits hunting during deer season to shotgun only and is on the agenda for this meeting.

Don Becker asked that all Board members submit the County questionnaires related to parks and recreational activity to him by the end of meeting. Don Becker will scan and email the responses to Emily Vetting at Sheboygan County Planning.

9. Financial/Treasurer's report

Dave Huenink pointed out that the \$16,600 in the Cedar Grove FD account should be moved to the Fire Truck (Cedar Grove) account. The 1st quarter payment for the CG Fire Department will be made in April after Dave Huenink has had an opportunity to consolidate the fire department annual report with the dispatch report.

Craig Droppers indicated that Paul Corson had started the 2014 audit of the financial records.

Martin Elmer moved to approve the financial report and Stan Lammers supported the motion. Motion passed on a voice vote.

10. Approval of Vouchers

The uncertainty of whether the Sheboygan County Highway Department (SCHD) invoice amount was the amount left to be paid after the credit carried over from prior months or if it was the full invoice amount prior to applying the credit was discussed.

Martin Elmer moved to approve the voucher list for payment with the condition that Sharon determines if the credit from the SCHD has been properly applied to the SCHD invoice amount prior to making payment on this invoice. The motion was supported by Stan Lammers and passed with a voice vote.

11. Accounts Receivable

We don't have a record of any receivables. Sharon will clarify in our April meeting.

12. Plan Commission Recommendations: NONE

13. Discuss/act on Site Prep and Assembly of Playground Equipment

The Town has a quote from Miller Sauk Prairie to install playground equipment for \$5,275, but it calls for the site to be level to within 1", does not include the stump removal, and does not include the fall protection bedding material.

Roger TeStroete prefers to have Lukens Excavating remove the tree stump and level the site. Martin Elmer prefers to use pea gravel to prevent fall injuries.

Don Becker asked whether the installation should be delayed until the town hall construction/addition is complete. The consensus was that construction equipment would not impact the area of the playground equipment and the footprint of the town hall will not infringe on the playground area.

Martin Elmer made motion to accept the quote from Miller Sauk Prairie for \$5,275 to install the playground equipment. Stan Lammers supported the motion; passed with voice vote.

14. Discuss/act on Town Code Chapter 195 – Hunting Regulation

Dave Huenink summarized the relative short history of the Town's ordinance, which was driven by a change in the WDNR regulations allowing rifles to be used across the entire state. He pointed out that towns may restrict the use of rifles in the township out of safety concerns, but that only the WDNR may regulate hunting. Dave Huenink presented an option for revising our ordinance restricting the use of rifles in the township. A lengthy discussion ensued regarding the impacts of such an ordinance, the potential to limit to only a certain geographical area within the town (east of I-43), specifying a caliber below which a rifle may be used, or requiring specific shooting angles to require projective impact with the ground in a short distance. Numerous unintended consequences were identified should a rifle ban be put in place.

Points were made that the DNR has done its homework to show rifles are safe and the record of the past two years would seem to support the WDNR position.

A motion was made by Stan Lammers, and supported by Martin Elmer, to have Gerry Antoine draft an ordinance to rescind Ch 195 of the town code, the town's hunting regulation.

Roll Call Vote: Stan, yes; Marty, yes; Dave, yes; Don, yes.

Don Becker is to ask Gerry Antoine if he is aware of any viable ordinance in WI that restricts the use of rifles.

15. Discuss/act on future labor needs in roads department

Don reported on the key findings coming from the Roads Committee meeting:

- Both Roger and Phil intend to work about 5 more years
- Roger may reduce his hours earlier than Phil
- LaMont will continue to assist in 2015 with Amsterdam Park, the cemetery and the historical marker. He is not likely to continue in 2016.
- Phil is likely to work 2-3 days/week in the warmer months because of his interest in camping
- Roger will work more hours in summer and fewer in the cold months
- Estimated hours for 2015 is 3,600 hours, not counting vacation and holidays.
- Recent years have seen 2,700-3,000 labor hours in this department

Don Becker asked if we should provide Roger and Phil with a target for hours worked to assure that we can hit our budget. Stan Lammers preferred to track the hours worked and review at about the half-way point in the year, which was the consensus position of the Board.

There was some discussion regarding the transition to the next person or people to run the roads department. The Roads Committee will continue to meet at least annually to review the work schedules in the department and plan for the transition.

There was consensus that no action was needed at this time except to track the department hours so we can manage to our budget.

16. Method of Public Posting

According to a legal opinion in the February Towns Association publication, towns need to publish class 2 notices or post these notices at the usual places in the town. The opinion also pointed out the need for four posting places for the Board of Review posting and the publishing of a class 2 notice in the newspaper.

The Town of Holland currently posts the Board of Review notices in four locations by posting at the 3 standard locations plus placing a notice on the door window of the Town Hall.

Discussion continued around matters often seen by the Plan Commission such as conditional use permits, rezoning requests, and land divisions. Since the newspaper retains the record of the public notices that the Town needs to prove the meetings were properly posted/published, since savings are off-set by additional clerk time to post what is presently managed by publishing the notices, since our postings are not secured, and since inclement weather could interfere with posting, Don Becker moved to keep the current practices in place, namely to publish in the Sheboygan Press. The motion was supported by Stan Lammers and passed with a voice vote.

17. Discuss/act on the following ongoing issues

a. Office and renovations to Town Hall

Don Becker asked the Board members to pass along to him any comments they may have on the draft presentation outline for the upcoming informational meeting on the renovations, expansion, or replacement of the town hall. Martin Elmer requested that the notice published in the newspaper be printed and distributed at the recycling center on Saturday March 14. Sharon Claerbaut should run the copies and either deliver to the recycling center around 8 AM that day or arrange the delivery through Martin Elmer.

Don Becker was requested to have the key points to be made in the March 16 informational meeting in a meeting handout. Don to arrange to post to the Town's web site if there is sufficient time.

b. Core Criteria for employees

Steve is absent; tabled until April meeting

c. Recycling Center Contract
No change

d. Changing Web Site

Two interested parties include N-Site Design and Asher Heimermann. It was decided to continue to pursue the option of developing a web site for the Town of Holland which will allow the Board to compare the costs of the current site (state) to the cost of developing and maintaining a private web site.

18. Committee Reports

Administration

- No Report

Parks/Property/Amsterdam Park

- Everything is going well at recycling center.
- County plan shows an enhanced pier at Amsterdam Park. Discussion revealed that this pier upgrade is shown on the County plan to make it clear that state funding may be available to the Town and the villages of Oostburg and Cedar Grove.
- Third Monday in April is the next park commission meeting.

Roads

- There is a listing of apparent unlicensed vehicles in the Township. It was decided that the clerk should run a notice in Lakeshore weekly and the Sounder to remind the public of our unlicensed vehicles ordinance. Sharon Claerbaut should have a notice from the past, but she should contact Marty if it cannot be located.
- The Implements of Husbandry meeting was informative. If someone asks for a permit and we deny, we must have a reason. The principal reason for denial is that our roads are not engineered for loads of 92,000 lbs or greater. We can change routes if appropriate. It is the responsibility of the permit holder to abide by bridge weight limits.

Public Safety

- Sheriff's report
 - January - 14.5 hrs with 1 citation and 3 warnings
 - February - 15.5 hrs with 2 citations and 3 warnings
- Oostburg FD - nothing new
- CG FD
 - New ambulance computer broke down (\$2,233.91 to replace). The computer monitors various conditions like doors open, but does not prevent the

ambulance from being used. Village approved covering half of the cost of replacement earlier this evening.

- The Town Board previously authorized the Town's safety committee, working in conjunction with the safety committee for Cedar Grove, to take appropriate action regarding repairs of emergency vehicles. The Town Board feels that this computer failure falls within the previously authorized responsibility of the safety committees.
- CGFD has disclosed their previously undisclosed funds to the Village. There are 5 accounts; one for Holland fest, and one checking and one savings account at two of the banks in Cedar Grove. Dave Huenink did not receive a disclosure from the CGFD for the town and does not know the total value of these accounts. Dave will contact the Village to obtain the information.
- Old ambulance from CGFD. Winning bid on an on-line auction was \$4,300, but the winning bidder did not pick up the vehicle at the pre-arranged time. We do not know if the payment was received.

19. Public Input (comments limited to three minutes per person)

The Board was asked how long we must retain records. The answer broke down those records that must be retained in perpetuity and those being retained for 7 years. There was also a question on electronic records retention. Dave Huenink explained that the town is making some progress in moving to electronic records.

20. Correspondence.

A thank-you note from Dave Huenink for the flowers and memorial gift given in connection with the funeral of his father was circulated.

21. Adjourn

A motion was made by Stan Lammers and supported by Martin Elmer to adjourn. Motion passed by voice vote.

22. Agenda items for next meeting

- a. Discuss and act on benefits for full-time employees – closed session – regular agenda item
- b. Gun ordinance under on-going issues
- c. Old CGFD ambulance under on-going issues
- d. Computer replacement of CG ambulance computer under on-going issues

Respectfully Submitted,
Don Becker, Chairman