

# Town of Holland

## Town Board Meeting Minutes

### Sheboygan County, Wisconsin

#### April 11, 2011

The regular meeting of the Town of Holland Board was called to order by Chairman Don Becker at 7:30 P.M. The Pledge of Allegiance was led by Chairman Becker. The Clerk certified that the requirements of the Wisconsin Open Meeting Law had been met.

Roll Call showed John Maul, Stan Lammers, Don Becker, Martin Elmer, and Dave Huenink present from the Town Board. Also present were Treasurer, Craig Droppers, and Clerk, Sharon Claerbaut.

Motion by Stan, seconded by Marty, to adopt the agenda as the official order of business  
Motion carried.

Minutes of the March 14, 2011 regular Board Meeting were posted on the web site, and previously presented to the Board. Motion by Dave, seconded by Marty, to approve the minutes as presented. Motion carried.

Record retention is up to date.

Public Input: Ivy Nevela asked a question about Open Book. A person asked a question about rental property, and was told to come to the Plan Commission meeting.

Financial/Treasurer's Report: The financial reports were presented by Craig. A question was asked of the clerk about the County Hwy bills regarding snow removal.. She will check that and email them. Motion by Stan, seconded by Dave, to approve the financial reports. Motion carried.

Approval of Vouchers: Several additions were made to the voucher list. The question was brought up about the clerk's permission to pay regular bills in a timely manner when they arrive after the meeting. She had previously been given that permission by Board vote, but it was discovered that this should be a resolution. Gerry Antoine will be contacted to draft that resolution, and it will be put on the agenda again next month. Motion by Stan, seconded by Marty, to approve the voucher list with additions. Motion carried.

Accounts Receivable: There is still one account receivable at this time. Sharon will give the bill to Stan, and he will personally contact the party involved.

Plan Commission recommendations: None

Discuss/act on possibility of appointing alternate to the Board of Appeals for a three year term: Dan Teunissen has agreed to become the new Chairman of the Board of Appeals for a three

year term to end in 2014. Jim Wonser has agreed to take another three year term as a regular member of the Board of Appeals moving up from first alternate. Ken Tyler has expressed interest in serving on the Board of Appeals, and has submitted his letter of interest and resume'. Motion by Don, seconded by Marty, to appoint Ken Tyler as first alternate on the Board of Appeals. Dave-Yes, Marty-Yes, Don-Yes, Stan-Yes, John-Yes. Motion carried.

Discuss/act on Foth proposal regarding Town of Holland Park Impact Fee Study: There was some discussion on the matter, and then it was decided to seek more input and agenda again for next month. Don will follow up.

Discuss/act on utility costs for clerk home office: Dave had placed a meter on the office equipment at the clerk's home. Motion by Don, seconded by Stan, that the Town offset utility costs at the clerk's home office providing \$125 once per year to be paid in the last month of each appointment for prior year. Marty asked that it be retroactive so that Sharon will be paid now for the past year also. Motion carried.

Discuss/act on DeMaster Road drainage and assisting in moving that project forward including possible legal issues: Discussion on the possibility of the Board asking Attorney Gerry Antoine to draft a paper for the land owners to sign, for the Board to commit to paying part of the cost of work, and agreeing to pay for permit. Motion by Don, seconded by Stan, to authorize up to \$4,000 for legal fees, permits, and for remaining dollars to go toward dredging on the DeMaster Road drainage ditch project with the following conditions: 1) That property owners all sign agreement authorizing the project to go ahead and describing how the costs will be shared . 2) Committing the property owners to complete the project. 3) That this document be signed by September 9, 2011. 4) That the project be completed by December 2013. John Maul recused himself from the vote. Stan-Yes, Don-Yes, Marty-Yes, Dave-Yes. Motion carried. Don will talk to Gerry about drafting this document.

Request by John Dickmann for Fireworks permit for July, 2011. Motion by Stan, seconded by John, to approve the fireworks permit for July 2, 2011 with various alternate dates if the weather would prohibit the July 2<sup>nd</sup> date. Motion carried.

Discuss/act on approval of Cedar Grove Fire Dept. bylaws change: Dave reported that this is to clean up the bylaws and add a few changes. The changes include adding another assistant fire chief (they have one assistant fire chief now and need two), increasing wages by \$575, and adding a chaplain for \$150. Dave will work on this with the new safety chairman from the Village of Cedar Grove, and they will call for a joint meeting of the Boards of the Town of Holland and the Village of Cedar Grove if they think it is necessary. This will be back on the agenda next month.

Discuss/act upon the need to develop a better recordkeeping system for the Town of Holland: Don showed a video presentation on a possible product. This will be on the agenda again next month.

Discuss/act on penalty for violation of Ordinance #1-2010 regarding the distribution of handbills and newspapers: The Sheriff's Dept. enforces the ordinances. Don will contact the Sheriff's Dept. about this matter.

Discuss/act on rental fees, rental rules, maintenance, and improvements potentially needed for the Hall: Marty will look into this and report back next month.

Committee Reports:

Administration – Nothing to report. DeMaster Road project has already been addressed.

Roads – Stan reported that someone living on Tamarack Lane claims he was given permission to put cement pillars off the edge of blacktop. He can do this if it's off of the right-of-way.

Parks/Property/Amsterdam Park – Marty reported that the next meeting of the Amsterdam Park Commission is next Monday night. He read an article that stated that the State Recycling Grant will be cut by 40%. Marty further reported that the drum for oil filters will be in place by this week or next.

Public Safety – Dave reported 35.5 hours for the Sheriff's Dept. in March, and he reported on the Annual report from Cedar Grove Fire Dept.

Public Input: Sharon asked what was considered 'extra work' for her beyond regular duties. She was told to submit hours that were not normal work for her. Craig said that he is having trouble getting a report from the County that probably came from the former Real Property Listing Dept. which has been eliminated by the County Board. Don will speak to the Assessor about this. Roger will be asked to check sign reflectivity.

Correspondence: Sharon handed out a couple of things that came to her after she distributed the packet. It is believed that by July all Townships must have an employee grievance process. Sharon was asked to contact the Wisconsin Towns Association to see if they have a template for this grievance issue.

Adjourn: Motion by Marty, seconded by Stan, to adjourn. Motion carried. Meeting adjourned at 10:12 P.M..

Respectfully Submitted,  
Sharon Claerbaut, Clerk