

Draft

Town of Holland Town Board Meeting Minutes Sheboygan County, Wisconsin April 11, 2016

The monthly meeting of the Town of Holland Board was called to order by Chairman Don Becker, at 7:30 P.M. on April 11, 2016. 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 Steve Jones, Stan Lammers, Dave Huenink, Martin Elmer, and Don Becker present from the Town Board. Also present were Treasurer Craig Droppers and Clerk Sharon Claerbaut.

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

Minutes of the March 14, 2016 Regular Board meeting, and the March 15, 2016 Special Board meeting were posted on the web site, and previously provided to the Board. It was also noted that the minutes of the February 8, 2016 Special Board meeting with Highway Commissioner, Ed Harvey, and the minutes of the February 9, 2016 Special Board meeting regarding review of the Hall renovation project had not yet been approved. Motion by Stan, seconded by Marty, to approve the four sets of minutes as presented. Motion carried

Record retention: Record retention is up to date.

Public Input: It was noted that Anthony Harmeyer was present at the meeting to attain knowledge of the workings of local government as part of his Boy Scout achievements.

Financial/Treasurer's Report: The financial report was presented by Craig. Motion by Dave, seconded by Stan, to approve the financial report. Motion carried.

Approval of Vouchers: It was asked that the minutes reflect that the Sheriff's Dept. Voucher is for the first quarter of the year's contract payment. Additional vouchers presented were from Quasius Construction for work done and from Dave Huenink for a step ladder and other supplies for the Hall. Motion by Steve, seconded by Dave, to pay the vouchers with the additions. Motion carried.

Accounts Receivable: There are none that Sharon is aware of.

Plan Commission Recommendations:

- A. Recommends approval of Neil Teunissen's request for rezoning from R-1 to A-2 and A-1 to A-2 so that entire resultant parcel after a boundary line adjustment is A-2. The

location of this parcel is Krier Court. This rezoning will meet all of our ordinances. Motion by Don, seconded by Dave, to approve the rezoning per Plan Commission Recommendation. Steve-Yes, Stan-Yes, Don-Yes, Marty-Yes, Dave-Yes. Motion carried

B. Recommends the Town opt out of Implements of Husbandry permitting. After discussion it was decided to table this item until next month because more information is needed. Stan will contact the County. Don will contact the D.O.T.

Discuss/act on request by John Dickmann for Fireworks permit for July 2016: All paperwork on request was in order. Motion by Stan, seconded by Steve, to approve the fireworks permit. Motion carried.

Appointment of a Supervisor to fill a vacancy on the Town Board: Stan Lammers had been re-elected to the Town Board with the highest number of votes in the Spring Election, and Nathan Voskuil had been elected, receiving the second highest number of votes, but he was unable to accept the position due to his just being hired as the Director of Public Works for the Town of Holland. Don had contacted the WTA attorney who said that Nathan should not sign the Oath of Office, and then after five days, the Town Board should appoint a Board member to fill the vacant position. Don recommended appointing the person who had received the next highest number of votes in the recent election. Motion by Stan, seconded by Dave, to appoint Douglas Hamilton who had received the next highest number of votes. Dave-Yes, Marty-Yes, Don-Yes, Stan-Yes, Steve-Yes. Motion carried. Doug Hamilton will fill the vacated supervisor position of Marty Elmer who had chosen not to run for re-election.

Report on property line issues: Don reported that all the Quit Claim Deeds were signed by those property owners who were affected by this issue and that all Quit Claim Deeds have been filed with the Register of Deeds. Don will put together a cover letter, and Sharon will send the letter along with copies of the Quit Claim deeds to each of the parties involved.

Discuss/act of ordinance revising the Town Code related to Storage of vehicles, parts, and appliances: Motion by Stan, seconded by Steve, to adopt the Ordinance entitled 'ORDINANCE AMENDING ## 263-1, 263.2 and 263.3 OF THE CODE OF THE TOWN OF HOLLAND, SHEBOYGAN COUNTY, WISCONSIN' dealing with Storage of vehicles, parts, and appliances restricted, Definitions and exceptions. Dave-Yes, Marty-Yes, Don-Yes, Stan-Yes, Steve-Yes. Motion carried.

Discuss/act on Implements of Husbandry: This was already discussed under Plan Commission recommendations.

Update on recertification of agricultural zoning ordinance with DATCP: There is a scheduled 'Open House' on May 11, 2016 from 7:00 to 8:00 p.m. to give everyone the opportunity to get their questions answered about this recertification and any possible rezoning of their property.

Discuss/act on clerk, treasurer, and Plan Commission clerk position: Don stated that he would like to include Clerk of the Board of Appeals to this list also. He then went on to say that he thinks

the Board should contact other Townships to ask various questions about a clerk/treasurer as opposed to a clerk and treasurer. Some of the questions to be addressed include the following: 1. How do you deal with the matter of checks and balances? 2. The reason they chose to go the direction of clerk/treasurer as opposed to a clerk and a treasurer. 3. What happens if the person is not able to fulfil the duties? 4. Are clerks and treasurers allowed to do any of the work from home? 5. How many office hours do your clerk/treasurer or clerk and treasurer have? 6. What is the pay scale? 7. Do you provide paid vacation and paid sick leave? 8. Is your clerk/treasurer alone in the building during office hours?

Discuss/act on notification of neighborhoods regarding current events: This item involves the residences of sex offenders. We have learned that any interested parties can go on line and learn where these offenders are living. This item will be taken off of the agenda.

Amsterdam Dunes advisory committee report: Dave reported that a brief meeting had been held recently regarding where trails will be, etc. This is a ten year plan. There will be a parking area with a trail going from there, A potential platform or platforms will be erected for bird watchers. The emerald ash bore has been found in Sheboygan County so a forester will probably be hired to identify which trees will need to be removed. The next meeting is scheduled for September.

Discuss/act on the following ongoing issues:

- a. All matters related to the office addition and renovations to Town Hall. There are bid forms and bid specks. Ray Haen will bring a flash drive to get this into the electronic system. Key dates are April – Bids due by 2:00 p.m., April 25- Special Board meeting at the Hall to open bids, May 2 – Commence work, July 15 – Take Occupancy. The Board is to review the bid list for possible additions or deletions. Some suggested additions are Jan Borgwardt Construction, WieBe Plumbing, Kaat Specialties, and Daane Electric.
- b. Report on Town Hall rentals: This can be taken off of the agenda.
- c. Problems with Lake Walk-in Access. Steve gave everyone a mini packet and explained the proposed signage. Suggested changes to an ordinance is “no glass and no alcohol”. Steve will make the suggested changes and ask Attorney Antoine to draft the Ordinance. Sharon was asked to remove this item from ‘Ongoing Issues’ for now.
- d. Training for Web Site. The training was completed. Don, Dave, and Judi O’Connell are all trained to put items on the web site. This item can now be removed from ‘Ongoing Issues’

Committee Reports

Administration – Steve reported that the Wind Farm issue is in litigation in Forrest County. Steve feels that the outcome of that litigation might determine the future of Wind Farms in the State.

Roads – Stan reported that Nathan Voskuil was hired to fill the position of Director of Public Works. Roger TeStroete will work with Nathan for a while for training purposes and will then retire.

Parks & Property – Marty reported that the Amsterdam Park Commission will meet next Monday night at 6:15 p.m. at the Park and then at 7:00 p.m. at the Cedar Grove Library. He also reported that everything is going well at the Recycling Center. This is Marty's final report as he has retired from the Board, but he stated that Dave Kaiser will continue to do what he has been doing free of charge for now.

Public Safety – Dave reported that the reason he has had not Sheriff's Dept. reports is that we have no designated hours for January through March of 2016.

Public Input: Roy Teunissen said that Ozaukee County has opted out of Implements of Husbandry as have most of the Townships in Manitowoc County. Jack Stokdyk asked the Board to check on insurance as well as vacation provided for clerk/treasurers in other Townships. Craig Droppers asked if people at the rezoning 'open house' will have the opportunity to check zoning for any areas. Don stated that something will eventually come up for the Board about two parcels where one house is straddling the two parcels and another house is on one of the parcels. The County has backed off of this issue.

Discuss/act on transition of duties for the Director of Public Works and Property: The Roads Committee met with Roger and Nathan and will meet again on the 27th of April.

Discuss/act on personnel matters, wages, benefits, and policies. The Board may go into closed session pursuant to section 19.85(1)(c) Wis. Stats. to consider these issues, and will reconvene to take appropriate action: Motion by Don, seconded by Stan, to go into closed session Steve-Yes, Stan-Yes, Don-Yes, Marty-Yes, Dave-Yes. Meeting went into closed session at 9:35 p.m.

Motion by Dave, seconded by Steve, to come back into open session Steve-Yes, Stan-Yes, Don-Yes, Marty-Yes, Dave-Yes. Motion carried. Meeting back into session at 10:17 p.m.

Motion by Stan, seconded by Marty, that an IRA become available immediately to qualified employees. Stan-Yes, Dave-Yes, Steve-Yes, Marty-Yes, Don-Yes. Motion carried. Motion by Stan, seconded by Marty, to provide the Director of Public Works with a Town provided cell phone to enable accessibility during non-working hours. Steve-Yes, Dave-Yes, Stan-Yes, Marty-Yes, Don-Yes. Motion carried.

Public Input: None

Correspondence: All in the packet

Adjourn: The meeting was adjourned by common consent at 10:27 p.m.

Respectfully Submitted,
Sharon Claerbaut, Clerk

