

TOWN OF HOLLAND BOARD OF SUPERVISORS
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING
Town Holland Hall
W3005 County Road G, Cedar Grove
Monday, January 8, 2018 7:30 PM

1. CALL TO ORDER: Town Chair Donald Becker called to order the Board of Supervisors Monthly Meeting at 7:35 pm at the Town of Holland Town Hall.
2. PLEDGE OF ALLEGIANCE: Chair Becker led the attendees in the Pledge of Allegiance.
3. CERTIFY WISCONSIN OPEN MEETING LAW HAS BEEN MET: Holland Clerk Sharon Claerbaut certified that the requirements of the Wisconsin Open Meeting Law had been met.
4. ROLL CALL:
 - a. Members Present: Town Chair Donald Becker, Town Supervisors Steve Jones, Stan Lammers, Doug Hamilton, and Dave Huenink
 - b. Members Absent: None
 - c. Others Present: Resident Julie Keuther, resident Leigh Hoftiezer, Town Treasurer Craig Droppers, Town Clerk Sharon Claerbaut, and Interim Administrative Assistant Janelle Kaiser
5. ADOPT AGENDA AS OFFICIAL ORDER OF BUSINESS: Chair Becker made a motion to modify the agenda as presented. Item 17, Discuss/Act on Resolution Opposing the Wisconsin Lake Michigan National Marine Sanctuary, was moved to Item 8 on the agenda. Motion was seconded by Supervisor Jones. Motion carried by unanimous voice vote.
6. DISCUSSION AND APPROVAL OF MINUTES: Motion by Becker, seconded by Hamilton, all voting in favor of approving the December 11, 2017 minutes as presented.
7. RECORD RETENTION CERTIFICATION: Holland Clerk Sharon Claerbaut certified that everything is up to date.
8. DISCUSS/ACT ON RESOLUTION OPPOSING THE WISCONSIN LAKE MICHIGAN NATIONAL MARINE SANTUARY: Supervisor Hamilton discussed potential regulations and restrictions that could result from a marine sanctuary proposed by the Federal Government, through the National Oceanic and Atmospheric Administration (NOAA). This marine sanctuary would control 80 miles of Wisconsin's Lake Michigan shoreline in Ozaukee, Sheboygan, and Manitowoc counties and is intended to protect shipwrecks and cultural resources. Hamilton noted that there are existing federal and Wisconsin state laws in place that are intended to protect shipwrecks, and that the definition of a 'sanctuary resource' is broad enough that almost any object found and handled within a marine sanctuary could be deemed as an unlawful action. Supervisor Jones made a motion to adopt the drafted resolution as presented to oppose the proposed Wisconsin Lake Michigan National Marine Sanctuary; Doug Hamilton seconded the motion. Upon roll call vote, the motion was carried unanimously by Supervisors Jones, Lammers, Hamilton, Huenink, and Chair Becker. Supervisor Hamilton will provide information to the Town Clerk regarding forwarding the resolution to the

Governor, local state legislators, the Chairman of the Sheboygan County Board, the County Administrator, and any other public officials he feels appropriate. Supervisor Hamilton was also asked to publish the resolution in local newspapers.

9. PUBLIC INPUT: There were residents (see section 4, c) present at the meeting, all of which expressed opposition to the proposed Wisconsin Lake Michigan National Marine Sanctuary, including Town Clerk Sharon Claerbaut and Town Treasurer Craig Droppers. Supervisor Stan Lammers thanked the Board for the cards and condolences in the wake of his sister's passing.
10. FINANCIAL/TREASURER'S REPORT: Town Treasurer Craig Droppers provided the December financial report. Supervisor Huenink made a motion to approve the financial report as presented; Chair Becker seconded the motion. Motion carried by unanimous voice vote.
11. APPROVAL OF VOUCHERS: Clerk Sharon Claerbaut requested that several items be added to the voucher list. Chair Don Becker asked for the final Silvercrest application for payment be included on the voucher list, but indicated that it should not be paid until the review of the application is completed by Don Becker, Steve Jones and Tom Dekker. Supervisor Hamilton requested that two items be added to the list. Supervisor Stan Lammers made a motion to approve the modified voucher list. Supervisor Jones seconded the motion. Motion carried by unanimous voice vote.
12. ACCOUNTS RECEIVABLE: No accounts receivable items to be reported.
13. PLAN COMMISSION RECOMMENDATIONS: No new business to report.
14. DISCUSS/ACT ON APPOINTING ELECTION POLL WORKERS: Appointed poll workers will serve two-year terms beginning in 2018. Steve Jones made a motion to approve the list of poll workers recommended by Clerk Claerbaut: Janet Walvoord, Sally Lensink, Mary Huenink, Diane Kitelinger, Chris Burr, Al Claerbaut, and Nancy Heuver. Supervisor Huenink supported the motion, which was unanimously approved. Supervisor Jones made a motion to add Clerk Claerbaut to the list of poll workers upon her retirement starting April 1st; Supervisor Huenink supported the motion, which was carried by unanimous voice vote.
15. DISCUSS/ACT ON RESTROOM AND KITCHEN REPAIRS – TOWN HALL ADDITION AREA: Chair Becker noted that he had a productive meeting with contractors managing the repairs, in which no one objected to a completion date of 6-8 weeks from January 8th, 2018.
16. DISCUSS/ACT ON SALE OF SNOWBLOWER: The Town owns a snowblower that is not needed for future snow removal at the Hall. The Board asked the Clerk to place the possible sale of the snow blower onto her calendar or the meeting agenda template for August 2018.
17. DISCUSS/ACT ON ONGOING ISSUES:
 - a. AMSTERDAM DUNES ADVISORY COMMITTEE - A meeting will be held on January 15th, 2018.

- b. BILLING FOR FIRE DEPT. EXTRACATION SERVICES – No new business to report.
- c. HALL RENOVATION - Becker presented a cost summary that he prepared for the Town Hall renovation project. The cost summary included a listing of all change orders along with a copy of each change order. Becker stated that required handrail modifications are not yet included in any change order, but the estimated cost is included in the cost summary. Chair Becker noted that it has been a pleasure to work with Matt McClelland at Silvercrest during the renovation.
- d. ICE AND SNOW STRIPS ON TOWN HALL ROOF – The installation of ice and snow strips on the Hall roof will be completed by February 1st per Supervisor Hamilton. Chair Becker asked that he inquire about the inspection of the two valleys surrounding the Hall to explore the possibility of water getting in through the roof.
- e. PHONE SERVICE CHANGE – Hamilton stated that Verizon Home Phone Connect has been selected to be used as the Town’s phone service. Once Home Phone Connect has been installed, service with Frontier can be disconnected. In addition, the U.S. Cellular hotspot being used by Clerk Claerbaut may be discontinued when the current billing cycle ends. Janelle will work with Sharon to disconnect the U.S. Cellular hotspot.
- f. DEMASTER ROAD RAILROAD CROSSING WARNING - No new business to report; further discussion will take place in Spring 2018.
- g. CULVERT REPLACEMENT BY JASON EWERT - A letter was sent to Jason in 2017 regarding culvert replacement. The Town has not heard back from Mr. Ewert. Don Becker will draft a follow up letter to Mr. Ewert stating that a reply to our initial letter is needed; if we don’t hear back from Mr. Ewert, the Town will assume that the culvert must be replaced. The letter will require a response within 45 days. The replacement is intended for completion by June 30, 2018.
- h. REVIEW AND MODIFICATION OF ORDINANCE FOR MINIMUM CULVERT SIZE – Dave Huenink moved to adopt the proposed amendment to Ordinance 298-18.D and Doug Hamilton seconded the motion. Upon roll call vote, the motion was carried unanimously by Supervisors Jones, Lammers, Hamilton, Huenink, and Chair Becker. This ordinance amendment will become effective upon passage and posting; the updated ordinance will be posted within 30 days of January 8, 2018 at each of the required posting locations.

18. COMMITTEE REPORTS

- a. ADMINISTRATION – No new business to report.
- b. ROADS – No new business to report.
- c. PARKS AND PROPERTY

- i. Supervisor Huenink drafted an updated agreement and application form for Town Hall rentals. Both the agreement and application were presented at the meeting by Huenink, who proposed that both forms would be filled out and signed by the potential renter prior to booking the reservation. These forms will receive a final edit by Supervisor Huenink and be voted upon at the February Board meeting.
 - ii. Supervisor Huenink reported that an Amsterdam Park Commission meeting will be held on January 15th, 2018 at the Town Hall.
 - d. PUBLIC SAFETY – Supervisor Huenink provided a report, noting the following:
 - i. There is an Oostburg Fire Partners meeting being held on January 18, 2018.
 - ii. The pump on one of the Oostburg Fire Department pumpers recently experienced problems, which was discussed at the December Board meeting. Huenink noted that the problem was much less severe than initially anticipated by the Oostburg Fire Department. The total cost of repairs, to be split amongst our fire partners, was significantly lower than expected and the machine is already back in service.
- 19. CLOSED SESSION - Chair Becker moved that the Board enter closed session at 9:30pm; the motion was seconded by Supervisor Jones. Upon roll call vote, the motion was carried unanimously by Supervisors Jones, Lammers, Hamilton, Huenink, and Chair Becker. The closed session occurred to confer with legal counsel under Section 19.85(1)(g) of the Wisconsin Stats. The Board returned to open session at 9:45 following a motion made by Supervisor Huenink. The motion was seconded by Supervisor Hamilton. Upon roll call vote, the motion was carried unanimously by Supervisors Jones, Lammers, Hamilton, Huenink, and Chair Becker.
- 20. PUBLIC INPUT - UPDATE REGARDING DEWITT ROAD COMPLAINT
 - a. Supervisor Huenink stated that he has been working with the County Sheriff to address this ongoing complaint. He provided an update regarding the placard that had been placed on the building by Tom Huenink, building inspector, and later removed by the property owner has now been reposted. Dave Huenink also noted that no improvements can be made unless a building permit is obtained from the Town and posted visibly on the property.
 - b. Supervisor Huenink also noted that the recreational vehicle that was once parked on the property has been removed.
- 21. CORRESPONDENCE – No new business to report.
- 22. ADJOURN – Chair Becker made a motion to adjourn the meeting at 10:15 PM, Supervisor Lammers seconded. Motion carried by unanimous voice vote.