

TOWN OF HOLLAND BOARD OF SUPERVISORS
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING
Town Holland Hall
W3005 County Road G, Cedar Grove
Monday, July 8th, 2019 7:30pm

1. CALL TO ORDER: Town Chair Donald Becker called to order the Board of Supervisors monthly meeting at 7:30pm at the Town of Holland Town Hall.
2. PLEDGE OF ALLEGIANCE: Chair Donald Becker led the attendees in the Pledge of Allegiance.
3. CERTIFY WISCONSIN OPEN MEETING LAW HAS BEEN MET: Clerk-Treasurer Janelle Kaiser certified that the requirements of the Wisconsin Open Meeting Law had been met. The agenda for this meeting was posted in three places within the Township and on the Town's website.
4. ROLL CALL:
 - a. Members Present: Town Chairman Donald Becker, Town Supervisors David Huenink, Stanley Lammers, Stephen Jones, and Douglas Hamilton
 - b. Members Absent: None
 - c. Others Present: Clerk-Treasurer Janelle Kaiser
 - d. Members of the public that signed in: None
5. ACTING CHAIRMAN: Town Chairman Donald Becker was present but requested not to chair the meeting. Motion by Becker, seconded by Huenink, to appoint Supervisor David Huenink as acting chair of the July 8th, 2019 board meeting; the motion carried by unanimous voice vote.
6. ADOPT AGENDA AS OFFICIAL ORDER OF BUSINESS: Motion by Jones, seconded by Lammers, to adopt the agenda for the July 8th, 2019 board meeting as presented; the motion carried by unanimous voice vote.
7. DISCUSSION AND APPROVAL OF MINUTES: Motion by Becker, seconded by Jones, to approve the minutes from the June 10th, 2019 board meeting as presented; the motion carried by unanimous voice vote.
8. RECORD RETENTION CERTIFICATION: Clerk-Treasurer Janelle Kaiser certified that everything is up to date.
9. PUBLIC INPUT: None.
10. FINANCIAL/TREASURER'S REPORT: Motion by Lammers, seconded by Jones, to approve the financial/treasurer's report as presented; the motion carried by unanimous voice vote.
11. APPROVAL OF VOUCHERS: Clerk-Treasurer Janelle Kaiser added five items to the voucher list as presented. A revised voucher list reflecting the modification will be included in the August board meeting packet. Motion by Lammers, seconded by Becker, to approve the modified voucher list, including the authorization request as it appeared on the voucher list; the motion carried by unanimous voice vote.

12. ACCOUNTS RECEIVABLE: None.
13. PLAN COMMISSION RECOMMENDATION: None.
14. AMSTERDAM DUNES LOT SALES: A prospective buyer has expressed interest in Lot 1 and Lot 2 of the Amsterdam Dunes properties currently owned by Sheboygan County. A sales agreement to allow the purchase of both lots has been proposed; the agreement currently includes a conservation easement for the northern half of the Lot 1 property. Supervisor Huenink proposed that the sales agreement be amended to instead include the following, as the Town of Holland Board has expressed opposition to the current sales agreement:
 - 1) Removal of the northernmost 35 feet of Lot 1 to be merged into an abutting Amsterdam Park parcel. An easement already exists on the northernmost 33 feet of Lot 1 due to Amsterdam Road and the Amsterdam Park parking lot, the additional 2 feet prevents access to Amsterdam Road from the property;
 - 2) A conservation easement on the next northern 50 feet of Lot 1 to be held by Sheboygan County in perpetuity;
 - 3) Merger of Lot 1 and Lot 2 and a restrictive covenant stating that the resultant land shall not be divided in perpetuity.Supervisor Huenink will discuss the above proposal to amend the sales agreement with officials of the Village of Cedar Grove and the Village of Oostburg. If and when necessary, a letter could be sent on behalf of the municipalities to include the above proposal and the position of the municipalities. Motion by Lammers, seconded by Jones, to authorize Supervisor Huenink to meet with Sheboygan County Administrator Adam Payne and representatives of the Sheboygan County Board to propose the above amendments, and to authorize Supervisor Huenink to contact Town Attorney Gerry Antoine regarding the possible use of adverse possession should it become necessary; the motion carried by unanimous voice vote.
15. SET TENTATIVE TIMELINE FOR BUDGET ACTIVITIES: The Town of Holland Board will meet on Monday, September 23rd at 1:00pm to begin work on the 2020 Town of Holland budget.
16. INSURANCE QUOTES: Supervisor Jones will obtain insurance quotes prior to the planning of the 2020 Town of Holland budget.
17. SHORT-TERM RENTALS ORDINANCE STATUS: A preliminary hearing has been scheduled for Wednesday, July 24th, 2019 to address the pending litigation relating to Chapter 280 of the Town of Holland Town Code.

Implementation of Ordinance 2019-03 during June and July of 2019 has brought two areas of improvement to the attention of the Town of Holland Board. A special meeting to review these areas of improvement will be held in late July, pending the approval of Town Attorney Eric Eberhardt and appointed Attorney Remzy Bitar.
18. ONGOING ISSUES:
 - a. TOWN HALL RENOVATION:
 - i. PAINTING OF HANDRAILS: No new information to report. Chair Becker will request an update and job scheduling from Matt McClelland at Silvercrest Construction.
 - ii. CAPPING OF OLD CHIMNEY: No new information to report. Chair Becker will request an update and job scheduling from Matt McClelland at Silvercrest Construction.

- b. SECURITY SYSTEM FOR TOWN HALL: The Parks and Property Committee of the Town Board had a meeting to discuss this topic in June, during which the committee decided upon a security system that would be sufficient for use at the Town Hall. Motion by Becker, seconded by Jones, to authorize the purchase of 2 Ubiquiti Dome cameras and a 2-terabyte video recorder with a cost not to exceed \$900; the motion carried by unanimous voice vote.
- c. SMOKE/CO ALARMS IN TOWN HALL: No new information to report.
- d. MANAGING SHORT-TERM RENTAL AND PROPERTY MANAGER LICENSES WITH HOST COMPLIANCE: Clerk-Treasurer Janelle Kaiser provided an update regarding the status of short-term rental license application implementation and management between the Town of Holland and Host Compliance. A report detailing the license status of each known short-term rental property in the Township was drafted by Janelle and included in the packet for board review. An updated report will be included in future board meeting packets. Janelle provided an update regarding the customer service experience and contract performance provided by Host Compliance. Motion by Lammers, seconded by Jones, that a letter be sent to Host Compliance on the board's behalf to address some of the items brought up in Janelle's update; the motion carried by unanimous voice vote. Janelle will draft the letter and send it to all members of the Town Board for review.
- e. DEPUTY CLERK-TREASURER TRAINING AND COMPENSATION: No new information to report.
- f. LISTING OF ENTITIES WITH WHICH THE TOWN HOLDS TAX EXEMPT ACCOUNTS: No new information to report. Janelle will follow up with Director of Public Works and Property Nate Voskuil for the required information to complete this listing. A listing will be included in the August meeting packet.
- g. PERMITS FOR DRIVEWAY MAINTENANCE: No new information to report. Janelle Kaiser and Supervisor Huenink met on July 1st, 2019, to discuss this topic and a draft ordinance will be provided in a future board meeting packet.
- h. CHANGES TO TOWN OF HOLLAND CHAPTER 85 WITH REGARD TO APPOINTMENT OF THE PRESIDING OFFICER OF THE PLAN COMMISSION AND APPOINTMENT OF THE CLERK OF THE PLAN COMMISSION: No new information to report. Chair Becker will send proposed wording for the changes to Supervisor Huenink. Supervisor Huenink will draft a proposed ordinance and send to Town Attorney Gerry Antoine for review.
- i. ACTION ITEMS IDENTIFIED DURING INSPECTION OF TOWN PROPERTY, PARTICULARLY THE TOWN HALL, AND THE STATUS OF THOSE ACTION ITEMS: Supervisor Hamilton reported that he is waiting on two quotes from companies that perform window washing. He also reported that the crack in the dry wall discovered in the meeting room at the Town Hall will be patched. Supervisor Hamilton will provide a list of action items identified and the status of those action items for the August board meeting packet.
- j. ROAD BETTERMENT ON SAUK TRAIL ROAD BY AMSTERDAM DUNES: No new information to report.

- k. FUTURE TRAFFIC SPEED STUDY ON ROADS WITH POTENTIALLY INCREASED OR ABOVE AVERAGE TRAFFIC: No new information to report.

19. COMMITTEE REPORTS:

- a. ADMINISTRATION AND FINANCE: Supervisor Jones stated that he will take the lead on researching local ordinances pertaining to solar energy farms and speak with Town Attorney Gerry Antoine regarding the Town's options to create an ordinance regarding this topic.
- b. PARKS AND PROPERTY: Supervisor Hamilton reported that Town sanitation employee Sydney Rader will retire this year. Sydney will stay on staff until a replacement is found and his assistance is no longer required at the Town of Holland Recycling Center.
- c. ROADS: At the time of the July board meeting, approximately 2/3 of the Town's ditch mowing was complete. The board is still waiting to be billed for bridge work completed in 2018.
- d. Public Safety: Supervisor Huenink received June's monthly contract report from the Sheboygan County Sheriff's Department; the department reported 28 hours of contract time and recorded 11 complaints during those hours in June. Supervisor Huenink reported that the Oostburg Ambulance Advisory Committee will hold a meeting on July 9, 2019, to discuss Oostburg Ambulance's options for future operations.

20. PUBLIC INPUT: None.

- 21. ADJOURN – Motion by Lammers to adjourn the meeting at 10:28pm; the motion carried by unanimous voice vote.