

TOWN OF HOLLAND BOARD OF SUPERVISORS  
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING  
HOLLAND TOWN HALL, W3005 COUNTY ROAD G, CEDAR GROVE, WI 53013  
Monday, August 9<sup>th</sup>, 2021 7:30pm

1. CALL TO ORDER:  
Town Chair David Huenink called to order the Board of Supervisors monthly meeting at 7:30pm.
2. Pledge of Allegiance:  
Chair David Huenink 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 David Huenink, Town Supervisors Stanley Lammers, Douglas Hamilton, Brody Stapel, and Kelly Caswell
  - b. Members Absent: None
  - c. Others Present: Clerk-Treasurer Janelle Kaiser
  - d. Members of the public that signed in: Mark Tellier and Heather DeRuyter
5. ADOPT AGENDA AS OFFICIAL ORDER OF BUSINESS:  
Chair David Huenink suggested that agenda item 16 be discussed following agenda item 8 as shown on the agenda presented for the August 9<sup>th</sup>, 2021 board meeting. Motion by Lammers, seconded by Hamilton, to adopt the agenda for the August 9<sup>th</sup>, 2021 board meeting as presented to include the change in discussion order suggested by Chair Huenink; the motion carried by unanimous voice vote.
6. DISCUSSION AND APPROVAL OF MINUTES:  
Motion by Hamilton, seconded by Stapel, to approve the minutes from the July 12<sup>th</sup>, 2021 as modified to include one typo correction; the motion carried by unanimous voice vote.
7. RECORD RETENTION CERTIFICATION:  
Clerk-Treasurer Janelle Kaiser certified that everything is up to date.
8. PUBLIC INPUT:  
Supervisor Lammers reported that a retired employee of the Town of Holland, Martin Karl, had passed away in July. Clerk-Treasurer Janelle Kaiser reported that a floral arrangement was delivered to the home of the retired employee's wife following the private funeral that was held for Martin.
9. FINANCIAL/TREASURER'S REPORT:  
Motion by Stapel, seconded by Hamilton, to approve the July 2021 financial/treasurer's report as presented; the motion carried by unanimous voice vote.

10. APPROVAL OF VOUCHERS:

Motion by Caswell, seconded by Hamilton, to approve the August voucher listing as presented at the August 9<sup>th</sup>, 2021 board meeting; the motion carried by unanimous voice vote.

11. ACCOUNTS RECEIVABLE:

Clerk Janelle Kaiser stated that a reimbursement for services provided by the Cedar Grove Fire Department on Interstate 43 in October 2020 has been received from the Wisconsin Department of Transportation. Per the Town of Holland's agreement with the Village of Cedar Grove, 50% of the reimbursement was included on the August voucher listing for payment authorization. Janelle reported that there are no other receivables at this time.

12. PLAN COMMISSION RECOMMENDATIONS:

None. The Holland Plan Commission did not meet during the month of August 2021.

13. CONDITIONAL USE PERMIT APPLICATION FEE FOR APPLICATION SIGNED AND DATED ON AUGUST 3<sup>RD</sup>, 2021 BY RANDALL JOOSSE:

During the July 12<sup>th</sup>, 2021 board meeting, the Town Board made a motion to accept the recommendation of the Town of Holland Plan Commission and waive the application fee for a minor amendment to a conditional use permit for an indoor storage business at W2695 County Road A S not to include recording fee and document preparation.

Following the July 12<sup>th</sup> meeting, Clerk-Treasurer Janelle Kaiser spoke with Randall Joesse. Randall indicated that he would like to apply for the minor amendment to the existing conditional use permit for indoor storage as well as a conditional use permit for a new use on the property. It was determined that the application for the new use would be combined with the application for a minor amendment to the existing conditional use permit with a current use of indoor storage. Motion by Lammers, seconded by Hamilton, to waive the base application fee (\$300) and only bill the applicant for the business conditional use permit fee as shown on the Town's fee schedule (\$300), whereas the applicant would like to apply for a new use in addition to applying for a minor amendment to the current permit; the motion carried by unanimous voice vote.

14. SHEBOYGAN COUNTY BRIDGE AID:

Motion by Stapel, seconded by Hamilton, to approve and sign the petition provided by the Sheboygan County Highway Department to apply for a partial reimbursement in 2022 for culverts on Wittwood Road and Frontage Road; the motion carried by unanimous voice vote.

15. WISCONSIN TOWNS ASSOCIATION ANNUAL CONVENTION OCTOBER 10-12, 2021:

Chair Huenink will present information about a Town's perspective on working with a solar development company to draft a joint development agreement between local governments and developers on larger solar projects at the Wisconsin Town's Association's annual convention on the morning of October 12<sup>th</sup>.

Motion by Lammers, seconded by Caswell, to approve payment for fees and lodging costs for any Holland Town Board member or the Clerk-Treasurer should they choose to attend the annual convention; the motion carried by unanimous voice vote.

The Holland Town Board typically meets on the second Monday of each month at 7:30pm. Due to the annual convention, The Holland Town Board will meet on the third Monday in October at 7:30pm.

16. FIREWORKS PERMIT APPLICATION FROM HEATHER DERUYTER, ALLIE DERUYTER, AND TRAVIS DERUYTER:

Motion by Lammers, seconded by Caswell, to approve a fireworks permit for Allie, Travis, and Heather DeRuyter to display Class C fireworks on September 4th, 2021 or on the weather-permitting alternate date as provided to the Town Board; the motion carried by unanimous voice vote.

Clerk-Treasurer Janelle Kaiser will send letters notifying the first responding fire department and the Sheboygan County Sheriff's department of the permit issuance.

17. REVIEW SHORT-TERM RENTAL LICENSE MANAGEMENT CONTRACT WITH GRANICUS:

The Town Board reviewed the Town's contract with Granicus, which was included in the August 9<sup>th</sup> board meeting packet. Clerk-Treasurer suggested that compliance monitoring be removed from the service offering provided by Granicus, because the monitoring provided by the company does not effectively aid in determining whether a license-holder is compliant with the Town's short-term rental ordinance. All compliance monitoring is performed by Clerk-Treasurer Janelle Kaiser.

The Town will continue to contract with Granicus for address identification software and mobile permitting and registration.

18. REVIEW CONTRACTS NO OTHERWISE REVIEWED ANNUALLY (ADVANCED DISPOSAL (NOW WASTE MANAGEMENT), ALLPAID FOR ONLINE PROPERTY TAX PAYMENTS, ASSOCIATED APPRAISAL, AND SOURCEWELL:

The contracts with the entities listed above were included in the August 9<sup>th</sup> board meeting packet for Town Board review. The Town Board determined that changes or clarifications were not needed within these agreements at the August 9<sup>th</sup> board meeting.

19. ONGOING ISSUES:

a. MANAGING SHORT-TERM RENTAL LICENSES:

Clerk-Treasurer Janelle Kaiser provided an update regarding the status of short-term rental license and application management between the Town of Holland and Granicus. A report detailing the license status of each known short-term rental property in the Township was drafted by Janelle and included in the August meeting packet.

b. CEDAR GROVE FIREHOUSE APPRAISAL AND CEDAR GROVE FIRE DEPARTMENT AGREEMENT:

No new information to report. Chair Huenink has informed the Village of Cedar Grove of the Town's plans to contact a commercial appraiser in the near future. An update will be provided at a future board meeting.

c. SOLAR ELECTRICAL UTILITY:

Chair David Huenink reported that construction of the Onion River Solar Project has not yet begun, but test pile driving will begin during the week of August 9<sup>th</sup>. Construction is expected to begin in the spring of 2022. He also reported that an appeal of the Wisconsin Public Service Commission's (WI-PSC) approval of the project had been filed following the approval, to which there had been no public response by the WI-PSC. The deadline for the WI-PSC to approve or deny the appeal is August 9<sup>th</sup>, 2021; if an approval or denial is not made by that date, the appeal is automatically denied by the WI-PSC.

d. AUDIO-VISUAL UPRADE FOR TOWN HALL:

Chair Huenink reported that speakers had been installed in the Town's multi-purpose room; some additional cabling work is still required. An update will be provided at a future board meeting.

e. ZONING ADMINISTRATOR COMPENSATION AND RECRUITMENT:

At a previous board meeting, the Town Board appointed Supervisor Stapel, Chair David Huenink, and Plan Commission member Faith Opsteen to review applications for the position. Chair David Huenink will contact committee members to meet and discuss information submitted by applicants in the near future.

f. PROPERTY USAGE AT W4266 COUNTY ROAD D:

Clerk-Treasurer Janelle Kaiser has sent 2 letters to the property owner regarding property usage at W4266 County Road D. Further details about this item can be found within the May 3<sup>rd</sup> Plan Commission meeting minutes and the May 10<sup>th</sup> and June 14<sup>th</sup> Town Board meeting minutes at [www.townofholland.com](http://www.townofholland.com).

At this time, no further complaints have been received regarding the use of the property at W4266 County Road D. Chair Huenink will follow up with the 2 individuals who he received complaints from to determine whether the barn on the property is continuing to be used for events. Upon a search of the website for the tree farm operated on the premises, there is no mention of an event barn; there were no advertisements or search engine matches found online for event barns at that located.

The Town Board decided not to take further action on this item, but Chair Huenink will follow up with the individuals mentioned above prior to the next board meeting.

g. POSSIBLE ORDINANCE VIOLATION AT W1266 STOKDYK INGELSE ROAD:

The Town of Holland Building Inspector, Tom Huenink, reported that a fence at N1266 Stokdyk Ingelse Road exceeds 6 feet in height as provided by the Town ordinance, measuring 8 feet in height. Tom and Chair Huenink have made contact with the property owner at W1266 Stokdyk Ingelse Road. The property owner will attend the September 13<sup>th</sup> board meeting.

h. TRAINING FOR APPOINTED POSITIONS – BOARD OF APPEALS:

A training session for all Board of Appeals members was hosted by previous board chairman Donald Becker and was held on July 27<sup>th</sup>, 2021.

20. COMMITTEE REPORTS:

a. ADMINISTRATION AND FINANCE:

None.

b. PARKS AND PROPERTY:

Supervisor Hamilton reported that a new recycling center attendant has started at the Town's Recycling Center. He also reported that there is a good chance of funding becoming available for broadband opportunities in the future.

Supervisor Huenink received a report of rocks piled up at the end of E Van Ess Road that are possibly blocking part of the access point for the public walk-in access to Lake Michigan on that easement. Supervisor Lammers will request that Department of Public Works and Property Director Nate Voskuil visit the access point to see if the rocks had been added to block access.

c. ROADS:

Supervisor Lammers reported that blacktopping is complete on Rauwerdink Road from County Road A S to Risseeuw Road. Three culverts were replaced on E Van Ess Road. Park

Square North and South will be blacktopped later in August.

The Town Board discussed reports of dead ash trees near Town roads that have been received by property owners in recent months. Clerk-Treasurer Janelle Kaiser will draft a public notice to be published in local papers and throughout the Township that will briefly remind citizens of the emerald ash borer's impact on ash trees throughout the community and how to keep roadways and utility lines safe with proper tree removal management. The Town Board will consider including funding in the 2022 budget to address dead trees on property maintained by the town.

d. Public Safety:

Supervisor Caswell reported 24.5 hours of contract time performed by the Sheboygan County Sheriff's Department during the month of July 2021.

Chair Huenink asked the members of the Town Board for feedback on how the Town could address the public safety risk and utility service reliability risk imposed by dead trees and the draught.

21. PUBLIC INPUT:

None.

22. CORRESPONDENCE:

All relevant correspondence was included in the August board meeting packet.

23. ADJOURN:

Motion by Hamilton, seconded by Lammers, to adjourn the August board meeting at 9:11pm. The motion carried by unanimous voice vote.