

TOWN OF HOLLAND BOARD OF SUPERVISORS
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING
HOLLAND TOWN HALL, W3005 COUNTY ROAD G, CEDAR GROVE, WI 53013
Monday, June 13th, 2022 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 Huenink led 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, Kelly Caswell, and Brody Stapel
 - b. Members Absent: None
 - c. Others Present: Clerk-Treasurer Janelle Kaiser
 - d. Members of the public that signed in: Peter Boldt, Laura Boldt, Jared Stensby, Ryan Birenbaum, Tom Birenbaum, and Amy Scott
5. ADOPT AGENDA AS OFFICIAL ORDER OF BUSINESS:
Chair Huenink proposed that agenda items 21a be discussed following agenda item 14 as shown on the agenda presented at the June 13th, 2022 board meeting. Motion by Lammers, seconded by Caswell, to adopt the agenda for the June 13th, 2022 board meeting as presented; the motion carried by unanimous voice vote.
6. DISCUSSION AND APPROVAL OF MINUTES:
Motion by Hamilton, seconded by Caswell, to approve the minutes from the May 9th, 2022 board meeting as modified during the June 13th, 2022 board meeting and to approve the minutes from the May 16th, 2022 board meetings as presented during the June 13th, 2022 board meeting; 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:
None.
9. FINANCIAL/TREASURER'S REPORT:
Motion by Caswell, seconded by Hamilton, to approve the May 2022 financial/treasurer's report as presented; the motion carried by unanimous voice vote.

10. APPROVAL OF VOUCHERS:

Motion by Stapel, seconded by Caswell, to approve the June 13th, 2022 voucher listing as modified during the June 13th, 2022 board meeting; the motion carried by unanimous voice vote.

11. ACCOUNTS RECEIVABLE:

None.

12. PLAN COMMISSION RECOMMENDATIONS:

None.

13. INFORMATION EXCHANGE WITH THE SHEBOYGAN COUNTY SHERIFF'S DEPARTMENT:

Deputy Mertzig of the Sheboygan County Sheriff's Department was present at the June 13th, 2022 board meeting to discuss the Town's 2022 contract for law enforcement services and current areas of focus for the sheriff's department throughout Sheboygan County. Theft from storage units, sheds, and garages as well as speeding were some areas of focus provided by Deputy Mertzig. Deputy Mertzig and Chair Huenink discussed the public walk-in access to Lake Michigan areas and how to determine trespassing on private property along Lake Michigan. In response to Chair Huenink's list of topics, Deputy Mertzig commented that there has been a lack of issues with ATVs/UTVs throughout Sheboygan County. The town informed Deputy Mertzig that construction on the Onion River Solar project was scheduled to begin before month-end, so the sheriff's departments is aware of increased traffic and possible temporarily blocked roads in the area.

14. ONION RIVER ELECTRICAL UTILITY UPDATE:

Jared Stensby was present to provide a progress update about the Onion River Solar Project. Jared stated that both driveways that the Township proposed to be relocated during a meeting between the Holland Town Board Roads Committee, representatives of the Sheboygan County Highway Department, and representatives of the Onion River Solar Project will be relocated to the Town's proposed sites; it was said during the meeting that 3 driveways were pending Town review, so Chair Huenink stated he would look up the driveways and send information to the individuals requiring it.

Jared reported that seeding on the solar array areas would begin soon and that local farmers would be planting the seed. He was unsure whether they would spray herbicide or plow prior to planting. The seed mix to be planted is expected to grow to approximately 18 inches in height and be very effective at out-competing other types of vegetation. Jared also reported that construction is expected to start at the end of June as stray voltage tests are still pending.

15. REQUEST BY JOEL ACCATHARA FOR A RETAIL CLASS A LIQUOR LICENSE AND A CIGARETTE LICENSE FOR THEIR PLACE OF BUSINESS AT CEDAR GROVE OASIS, N905 SAUK TRAIL ROAD, CEDAR GROVE, WI. ALSO, A REQUEST TO ISSUE OPERATOR LICENSES TO CHARLENE KING, SUSAN MIRELES, TAMLYN DUTTER, ANDREW CRIST, SHERRY HEINECKE, GARY WINKELHORST, MARIAN HOPEMAN, AND BONNIE DEPIES:

Motion by Lammers, seconded by Stapel, to approve the requests made by Joel Accathara for a Retail Class A Liquor License, cigarette and tobacco products license, and eight operator licenses as listed above, valid from July 1, 2022 through June 30, 2023; the motion carried by unanimous voice vote.

16. REQUEST BY NICHOLAS BICHLER FOR A RETAIL CLASS B LIQUOR LICENSE FOR HIS PLACE OF BUSINESS, MIRROR BAR, LOCATED AT W4254 COUNTY HWY K, RANDOM LAKE, WI. ALSO, A REQUEST TO ISSUE OPERATOR LICENSES TO MARILYN BIRENBAUM AND MARY ANN BICHLER: Motion by Stapel, seconded by Hamilton, to approve the requests made by Nicholas Bichler for a Retail Class B Liquor License and two operator licenses as listed above, valid from July 1, 2022 through June 30, 2023; the motion carried by unanimous roll call vote.
17. ORDINANCE TO AMEND HOLLAND TOWN CODE CHAPTER 140 ANIMALS:
No new information to report, so the Holland Town Board concurred that the item should be tabled for discussion at a future board meeting. The Public Safety Committee of the Holland Town Board will meet to discuss possible changes to the ordinance and put together a recommendation for a future board meeting.
18. ORDINANCE TO AMEND HOLLAND TOWN CODE CHAPTER 280 SHORT-TERM RENTALS:
The Holland Town Board discussed possible amendments to Holland Town Code Chapter 280 Short-Term Rentals and concurred that the item should be tabled for discussion at a future board meeting. The draft ordinance will also be reviewed by the Town's attorney.
19. SIGNAGE AT LAKE MICHIGAN WALK-IN AREAS:
Chair Huenink reviewed the signage and location of the signage at each of the 4 Lake Michigan walk-in access areas in the Township. He opined that the reflective green signs that describe the easement for walk-in access should not be moved, as they are located approximately in the middle of the legal road right-of-way. He also stated that he thought the signs stating that 'horses and motor vehicles are prohibited on the beach' could be removed. Chair Huenink said that at the walk-in access area at the end of Dewitt Road, the orange triangle located at the top of the sign indicating end of access could possibly be moved below the sign and also said that the sign that provides the rules for walk-in access should remain at the walk-in access area but could possibly be moved to where the horse and motor vehicle sign is now, since it may be removed.
Amy Scott of Dewitt Road requested that the Township verify whether the road right-of-way is clearly defined on Dewitt Road to the right of the guardrail where the aforementioned signage is posted.
20. STORMWATER MANAGEMENT IMPROVEMENTS NEAR DEWITT ROAD:
The Holland Town Board discussed ways that stormwater could be managed at the end of Dewitt Road at the June 13th, 2022 board meeting, but no action was taken on this topic. Please let these minutes show that property owner Amy Scott of W1418 Dewitt Road gave members of the Holland Town Board and Department of Public Works verbal permission to access her property to observe the subject area with regard to stormwater management.
Motion by Lammers, seconded by Hamilton, to table this topic to be discussed at a future board meeting after members of the Holland Town Board take time to visit the subject property with regard to stormwater management; the motion carried by unanimous voice vote.
21. ONGOING ISSUES:
 - a. ATV/UTV ROUTE PROPOSAL BY KETTLE MORAINÉ ATV ASSOCIATION AND LAKESHORE ATV/UTV CLUB:

Tom and Ryan Birenbaum of the Lakeshore ATV/UTV Club were present to discuss an ATV/UTV route proposal provided to the Holland Town Board at the June 13th, 2022 board meeting. The Holland Town Board discussed the proposal amongst themselves and asked Tom and Ryan several questions. Motion by Stapel, seconded by Lammers, to direct Chair Huenink to work on a draft ordinance to propose certain roads be designated ATV/UTV routes in the Town of Holland to be reviewed by the Town's attorney; the motion carried by voice vote.

- b. **MANAGING SHORT-TERM RENTAL (STR) 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 and ordinance compliance status of each known short-term rental property in the Township was drafted by Janelle and included in the June meeting packet.
- c. **CEDAR GROVE FIREHOUSE APPRAISAL AND CEDAR GROVE FIRE DEPARTMENT AGREEMENT:**
Chair Huenink reported that an onsite review for a commercial appraisal of the Cedar Grove Firehouse was recently performed. Information about that appraisal, as well as the Cedar Grove Fire Department agreement, will be discussed at a future board meeting.
- d. **ZONING ADMINISTRATOR COMPENSATION AND RECRUITMENT:**
Clerk-Treasurer Janelle Kaiser and Chair Huenink have been sharing the work required to fulfill the duties of the zoning administrator position since the zoning administrator job description was adopted in January 2021. Clerk-Treasurer Janelle Kaiser expressed interest in attaining this role at the June 13th, 2022 board meeting and requested that the Holland Town Board consider her job application for the zoning administrator position.
- e. **EMERGENCY RESPONSE PLAN FOR THE TOWN OF HOLLAND:**
The Town of Holland Public Safety Committee will meet to conduct a final review of the draft plan. This topic will be discussed at a future board meeting.
- f. **DATABASE FOR AGRICULTURAL DRAINAGE TILE AND IRRIGATION LOCATION WITHIN ROAD RIGHT-OF-WAY OR UNDERNEATH TOWN ROADS:**
No new information to report. This topic will be removed from future board meeting agendas unless there is new information to report in the future.
- g. **DILAPIDATED STRUCTURES AT N1970 STATE ROAD 32:**
Clerk-Treasurer Janelle Kaiser made another attempt to contact a family member of the property owner at N1970 State Road 32 in order to discuss the status of the subject property and required action with regard to the safety of the dilapidated structures located on the parcel. This topic will be discussed at a future board meeting.
- h. **AGRICULTURAL USE WITHIN TOWN ROAD RIGHT-OF-WAY:**
Clerk-Treasurer Janelle Kaiser presented a draft version of a permit application form for

agricultural uses within the right-of-way on Town roads. Motion by Lammers, seconded by Hamilton, to adopt the permit application form as presented at the June 13th, 2022 board meeting; the motion carried by unanimous voice vote. Janelle will post this application form on the Town's website.

i. DRAINAGE DITCH SOUTH OF OOSTBURG:

The Holland Town Board discussed information received from the Village of Oostburg that the Village does not plan to take any action on the portion of the drainage ditch that is located within the Village of Oostburg limits, as the Village does not believe there are any water flow restrictions in the ditch within the Village limits that need to be addressed after consulting with their engineers.

j. APPOINT SALARY COMMITTEE FOR ELECTED OFFICIALS:

Motion by Lammers, seconded by Stapel, to appoint Randall Joose, Kenneth MacKenzie, and Patricia Schreurs to serve on a salary committee to review compensation for the Holland Town Board and provide a recommendation at the November 2022 meeting of electors; the motion carried by unanimous voice vote.

22. COMMITTEE REPORTS:

a. ADMINISTRATION AND FINANCE:

None.

b. PARKS AND PROPERTY:

Supervisor Hamilton reported that he has been performing identification checks at the Town of Holland Recycling Center. He reported that out of 420 identification checks, only 3 vehicles were found not to be property owners or residents of the Town of Holland.

c. ROADS:

A monthly roads report was provided by email from Department of Public Works and Property Director Nate Voskuil for Town Board review.

d. PUBLIC SAFETY:

Supervisor Caswell reported 21 hours of contract time performed by the Sheboygan County Sheriff's Department during the month of May 2022. There were 75 complaints addressed by the Sheboygan County Sheriff's Department in the Town of Holland during the month of May 2022.

23. PUBLIC INPUT:

Supervisor Hamilton said that the community shred event hosted by the Town of Holland and Oostburg State Bank will be held on July 9th, 2022 from 8am-10am.

24. CORRESPONDENCE:

All relevant correspondence was included in the June board meeting packet or was previously sent by email.

25. ADJOURN:

Motion by Stapel, seconded by Lammers, to adjourn the June board meeting at 10:31pm; the motion carried by unanimous voice vote.