

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 8th, 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 and Director of Public Works and Property Nate Voskuil
 - d. Members of the public that signed in: James Bertram Jr., James Bertram, Sarah Lawrenz, Heather DeRuyter, William Westerbeke, Charles Volm, Ryan Birenbaum, Tom Birenbaum, Tim Rohrer, Rick Welch, and Jared Stensby of Alliant Energy
5. ADOPT AGENDA AS OFFICIAL ORDER OF BUSINESS:
Chair Huenink proposed that agenda items 23c, 23d, and 23e be discussed following agenda item 15 as shown on the agenda presented at the August 8th, 2022 board meeting. Motion by Lammers, seconded by Stapel, to adopt the agenda for the August 8th, 2022 board meeting as presented; the motion carried by unanimous voice vote.
6. DISCUSSION AND APPROVAL OF MINUTES:
Motion by Stapel, seconded by Caswell, to approve the minutes from the July 11th, 2022 board meeting as presented during the August 8th, 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:
Charles Volm of W1401 E Van Ess Road was present to follow up on his comments made at the July 11th, 2022 board meeting about signage at the 4 Lake Michigan walk-in access

points in the Town of Holland. Chair Huenink stated that he had visited all 4 areas recently and took photos and notes about the signage, fences, right-of-way markers, and other observations at each location, but he had not yet compiled all of the information into a report. Chair Huenink will provide a report about his observations at the 4 walk-in access areas at a future board meeting.

Charles also followed up about a pier originating on private property at N1837 Tree Haven, which is adjacent to the walk-in access area at the end of Van Ess Road; Charles reported that the pier extends approximately 40 feet into Lake Michigan and restricts the public's right to walk in the water. Chair Huenink explained that if the public's way is obstructed, meaning they cannot reasonably walk in the water around the obstruction due to its depth, the public may portage around the obstruction on land using the shortest possible path.

9. FINANCIAL/TREASURER'S REPORT:

Motion by Lammers, seconded by Stapel, to approve the July 2022 financial/treasurer's report as presented; the motion carried by unanimous voice vote.

10. APPROVAL OF VOUCHERS:

Motion by Lammers, seconded by Caswell, to approve the August 8th, 2022 voucher listing as modified during the August 8th, 2022 board meeting; the motion carried by unanimous voice vote.

11. ACCOUNTS RECEIVABLE:

Clerk-Treasurer Janelle Kaiser reported receivables of \$500 aged less than 30 days for a reimbursement from the State of Wisconsin Department of Transportation for services provided by Cedar Grove Fire Department in response to an incident on Interstate 43 in the Town of Holland. When the receivable is collected, 50% of the amount will be paid to the Village of Cedar Grove.

12. PLAN COMMISSION RECOMMENDATIONS:

a. REQUEST BY WILLIAM AND VICKI WESTERBEKE FOR A MINOR LAND DIVISION AND REZONING:

Motion by Stapel, seconded by Caswell, to accept the recommendation of the Holland Plan Commission and approve the request for a minor land division and rezoning by William and Vicki Westerbeke to divide parcel 59006073512 into two separate parcels (20.000 acres and 15.270 acres) and rezone the 15.270-acre resultant parcel from A-3 to A-5; the motion carried by unanimous roll call vote. Douglas Hamilton: Y; David Huenink: Y; Stanley Lammers: Y; Brody Stapel: Y; Kelly Caswell: Y.

Let the minutes show that the applicants satisfied all contingencies that the Plan Commission included in their August 1st, 2022 motion to recommend that the Holland Town Board approve the minor land division and rezoning request by William and Vicki Westerbeke; a recordable copy of the certified survey map signed by the surveyor and the property owners which included standard language as provided by 220-15 of the Holland Town Code and standard language required by

Sheboygan County and a full legal description for parcel 59006073512 was received prior the August 8th, 2022 board meeting.

13. ONION RIVER ELECTRICAL UTILITY UPDATE:

Jared Stensby was present to provide a progress update about the Onion River Solar Project. Emails from Jared that were sent to Chair Huenink were provided in the August 8th, 2022 board meeting packet. Mowing and seeding has been completed in all fields, solar array, and buffer areas. Jared will continue to monitor the areas during the growing season and mowing will be done as needed. The project team has mobilized and started installing the entries into the fields. They also began installing construction storm water pollution prevention plan measures and started receiving material. The construction team will begin grading and installing the office area very soon.

Supervisor Lammers told Jared that he greatly appreciated his response to the issues communicated by the Town Board at the July 11th, 2022 meeting.

14. FIREWORKS PERMIT APPLICATION FOR N753 SIX MILE RD FROM HEATHER DERUYTER AND TRAVIS DERUYTER:

Motion by Hamilton, seconded by Stapel, to approve a fireworks permit for Allie, Travis, and Heather DeRuyter to display Class C fireworks on September 3rd, 2022 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.

15. BERTRAM COMMUNICATIONS LLC REPRESENTATIVE PRESENT TO DISCUSS FIBER BROADBAND:

James Bertram and Sarah Lawrenz of Bertram Communications LLC were present at the August 8th, 2022 board meeting to present a proposal to partner with the Town of Holland to improve broadband service in the municipality. The Holland Town Board will meet on August 22nd, 2022 at 7:30pm to further discuss the proposal and potential project timeline, grant opportunities, and other funding sources.

16. SHEBOYGAN COUNTY BRIDGE AID PETITION OF THE TOWN OF HOLLAND FOR BRIDGE P-59-0925 ON RISSEEUW ROAD:

Motion by Lammers, seconded by Caswell, to authorize Sheboygan County to petition for bridge aid for the Town of Holland on the Town's behalf for the replacement of Bridge P-59-0925 on Risseeuw Road and to accept and sign the County Bridge Aid Petition of the Town of Holland for Bridge P-59-0925; the motion carried by unanimous voice vote. Janelle Kaiser will send the signed petition to Emily Stewart of the Sheboygan County Highway Department.

17. PURCHASE OF REPLACEMENT KEYPAD FOR TOWN HALL:

Motion by Stapel, seconded by Hamilton, to authorize Clerk-Treasurer Janelle Kaiser to purchase a replacement keypad for the east door of the Holland Town Hall at a cost of \$414.00; the motion carried by unanimous roll call vote.

18. PURCHASE OF TOWN DUMP TRUCK:

Motion by Stapel, seconded by Lammers, to authorize the purchase of a 2015 Ford F-350 with a dump box and plow from Horn Ford Inc., in Brillion, WI, not to exceed a cost of \$54,995; the motion carried by unanimous roll call vote.

19. DISPOSITION OF CURRENT TOWN DUMP TRUCK:

Motion by Stapel, seconded by Lammers, to authorize Director of Public Works and Property Nate Voskuil to list the Town's current dump truck on a surplus site at his discretion and to sell the truck in its current condition; the motion carried by unanimous voice vote.

20. EMERGENCY POLL WORKER APPOINTMENT – JOSEPH BERNSTEIN, MARJORIE HAMANN, AND NAN WALKER:

Motion by Lammers, seconded by Stapel, to appoint Joseph Bernstein, Marjorie Hamann, and Nan Walker as election inspectors (poll workers) with a term to begin on August 9th, 2022 and ending on December 31st, 2023; the motion carried by unanimous voice vote.

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

A copy of the current and signed agreement with Granicus to provide short-term rental monitoring software and short-term rental license application portal services, which commits Granicus to providing these services at the rates provided in the agreement through 11/12/2024, was reviewed by the Holland Town Board at the August 8th, 2022 board meeting. The Town Board concurred that no changes to the agreement were needed at the time of the August 8th, 2022 board meeting and that the fee for services to be provided by Granicus in 2022-2023 listed in the current agreement should be paid upon receipt of an invoice.

22. REVIEW CONTRACTS NOT OTHERWISE REVIEWED ANNUALLY:

Clerk-Treasurer provided current Town contracts with Waste Management, Associated Appraisal, and AllPaid to the board prior to the August 8th, 2022 meeting for their review. There have been no changes to the agreements since last year's annual review and the Town Board concurred that no changes to the agreements were needed at the time of the August 8th, 2022 board meeting.

23. ONGOING ISSUES:

a. ASSOCIATED APPRAISAL ASSESSMENT SERVICES PROPOSAL, APPRAISAL RATIOS REPORT, AND REVALUATION INFORMATION:

No new information to report. This topic will be discussed at a future board meeting.

b. STORMWATER MANAGEMENT IMPROVEMENTS NEAR DEWITT ROAD:

Property owner Amy Scott of W1418 Dewitt Road rescinded her request for Township support with stormwater management improvements on her property. The Town Board concurred that no action is currently needed on this topic. This

- topic will be removed from future agendas at this time.
- c. **ORDINANCE TO AMEND HOLLAND TOWN CODE CHAPTER 280 SHORT-TERM RENTALS:**
Motion by Lammers, seconded by Caswell, to adopt Town of Holland Ordinance 2022-03, An Ordinance Creating and Amending Portions of Chapter 280 of the Code of the Town of Holland, Sheboygan County, Wisconsin; the motion carried by unanimous roll call vote.
 - d. **ATV/UTV ORDINANCE FOR THE TOWN OF HOLLAND AND ATV/UTV ROUTE PROPOSAL BY KETTLE MORAINÉ ATV ASSOCIATION AND LAKESHORE ATV/UTV CLUB:**
Motion by Stapel, seconded by Hamilton, to adopt Town of Holland Ordinance 2022-04, Ordinance Creating Article VII of Chapter 318 of the Code of the Town of Holland, Sheboygan County, Wisconsin; the motion carried by roll call vote. Douglas Hamilton: Y; David Huenink: Y; Stanley Lammers: Y; Brody Stapel: Y; Kelly Caswell: N.
 - e. **ORDINANCE TO AMEND HOLLAND TOWN CODE CHAPTER 140 ANIMALS:**
The Public Safety Committee of the Holland Town Board met on July 6th, 2022 to discuss Holland Town Code Chapter 140 Animals. The minutes from that meeting can be found at www.townofholland.com. The Holland Town Board accepted the recommendation of the Public Safety Committee to direct Clerk-Treasurer Janelle Kaiser to draft a notice to serve as a public service announcement to property owners and residents of the Town of Holland, as well as anyone who may be renting a property on a short-term basis, to inform them of the requirements of Holland Town Code Chapter 140-2A. which addresses animals running at large. The notice will be provided to 2023 dog license applicants, current short-term rental license holders, and will also be published in a future issue of the Lakeshore Weekly and The Sounder. Information provided by Holland Town Code Chapter 140-2A. should be included on short-term rental licenses beginning in 2023.
The Public Safety Committee is likely to meet again to discuss the possibility of amending Chapter 140 Animals to address animal waste management.
 - f. **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 August meeting packet.
 - g. **CEDAR GROVE FIREHOUSE APPRAISAL AND CEDAR GROVE FIRE DEPARTMENT AGREEMENT:**
No new information to report. This topic will be discussed at a future board meeting.

- h. DILAPIDATED STRUCTURES AT N1970 STATE ROAD 32:
No new information to report. This topic will be discussed at a future board meeting.
- i. SALARY COMMITTEE FOR ELECTED OFFICIALS:
The salary committee appointed by the Holland Town Board at the June 13th, 2022 board meeting met on July 20th, 2022 and August 3rd, 2022 to discuss proposed salary amounts for elected officials in the Town of Holland. They will be ready to present their recommendation for elected official salaries at the November 14th, 2022 elector meeting. This topic will be removed from future agendas at this time.

24. COMMITTEE, CLERK-TREASURER AND CHAIRMAN REPORTS:

- a. ADMINISTRATION AND FINANCE:
None.
- b. PARKS AND PROPERTY:
None.
- c. ROADS:
A monthly roads report was provided by Department of Public Works and Property Director Nate Voskuil for Town Board review.
- d. PUBLIC SAFETY:
Supervisor Caswell reported 27 hours of contract time performed by the Sheboygan County Sheriff's Department during the month of July 2022.
- e. CLERK-TREASURER:
Janelle will attend a virtual 3-day election administration training held by the University of Wisconsin Green Bay on September 21-23, 2022.
- f. CHAIRMAN:
 - i. The Township is currently looking to fill a vacancy for an alternate on the Plan Commission. A possible candidate has been contacted.
 - ii. Chair Huenink will attend the virtual Town Law Conference being held by the Wisconsin Towns Association on September 30th, 2022 and invited any other interested board members to attend as well.
 - iii. An article in the July 13, 2022 edition of the Sheboygan Press regarded issues of the City of Sheboygan enforcing their sign ordinance due to a WisDOT defined "business area" along I-43 and other highways. Chair Huenink checked state regulations and determined this situation does not pertain along I-43 in Town of Holland, but does pertain along some sections of State Hwy 32.
 - iv. Jeff Freund of W1841 Cole Road, who currently holds a conditional use permit (CUP) to operate an agricultural tourism operation on the property, contacted Chair Huenink about adding three grain bin type structures with only partial side walls to the east of the existing barn on the property to be

used for event hosting. The Town's agricultural tourism ordinance allows for construction of new buildings to support a use in the A-T district on lots without preexisting agriculturally related buildings if the total square footage does not exceed 2,000 square feet unless additional square footage is explicitly granted by CUP. Jeff would like to request an amendment to the current CUP for W1841 Cole Road to add the grain bin type structures and exceed the 2,000 square footage limitation by approximately 500 square feet. At their August 1st, 2022 meeting, the Plan Commission concurred that the grain bin type structures would fit well with the rural character of the property and that grain bin type structures are preferable as opposed to a rectangular structure that could be modified for accessory use in the future. The Plan Commission did not express any concerns about Jeff's potential request for a CUP amendment to add the grain bin type structures and exceed the 2,000 square footage limitation by approximately 500 square feet at their August 1st, 2022 meeting. This request would require pre-approval from the Town Board if requested. The Town Board did not express any concerns about the current proposal from Jeff at the August 8th, 2022 board meeting.

- v. The Township currently contracts with the Sheboygan County Sheriff's Department for additional law enforcement services during certain months of the year. Sheriff Roeseler's current term ends in 2023 and contract terms, law enforcement service rates, or options for additional law enforcement services could change in the future.

25. PUBLIC INPUT:

None.

26. CORRESPONDENCE:

All relevant correspondence was included in the August board meeting packet or was previously sent to Town Board members by email.

27. ADJOURN:

Motion by Hamilton, seconded by Caswell, to adjourn the August board meeting at 10:30pm; the motion carried by unanimous voice vote.