

TOWN OF HOLLAND BOARD OF SUPERVISORS  
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING  
HOLLAND TOWN HALL, W3005 COUNTY ROAD G, CEDAR GROVE, WI 53013  
Monday, September 12<sup>th</sup>, 2022 7:30pm

1. CALL TO ORDER:  
Town Supervisor Stanley Lammers called to order the Board of Supervisors monthly meeting at 7:30pm.
2. PLEDGE OF ALLEGIANCE:  
Supervisor Lammers 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 (arrived at 7:38pm), 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: Adam Geib, Nadia Geib, Tom Birenbaum, Tim Rohrer, Rick Welch, and Jared Stensby of Alliant Energy
5. ADOPT AGENDA AS OFFICIAL ORDER OF BUSINESS:  
Supervisor Lammers proposed that agenda item 20c be discussed following agenda item 13 as shown on the agenda presented at the September 12<sup>th</sup>, 2022 board meeting. Motion by Stapel, seconded by Hamilton, to adopt the agenda for the September 12<sup>th</sup>, 2022 board meeting as presented; the motion carried by unanimous voice vote.
6. DISCUSSION AND APPROVAL OF MINUTES:  
Motion by Stapel, seconded by Lammers, to approve the minutes from the August 8<sup>th</sup>, 2022 and August 22<sup>nd</sup>, 2022 board meetings as modified during the September 12<sup>th</sup>, 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 Stapel, seconded by Huenink, to approve the August 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 September 12th, 2022 voucher listing as presented during the September 12th, 2022 board meeting; the motion carried by unanimous voice vote.

11. ACCOUNTS RECEIVABLE:

None.

12. PLAN COMMISSION RECOMMENDATIONS:

None.

13. ONION RIVER ELECTRICAL UTILITY UPDATE:

Jared Stensby was present to provide a progress update about the Onion River Solar Project. Jared provided information about the status of construction to include culvert installation, field entrances, roads, and weed management. The Town Board asked Jared to provide information that could be posted on the Town's website to inform the public about the status of construction and upcoming phases of the project, whether it be a link, map, or a periodic report; Jared said he would send Chair Huenink something that could be posted on the Town's website.

14. 2023 SHEBOYGAN COUNTY SHERIFF'S AGREEMENT FOR SPECIAL LAW ENFORCEMENT SERVICES:

Motion by Lammers, seconded by Hamilton, to approve and authorize Chair Huenink to sign the Sheboygan County Sheriff's Agreement for Special Law Enforcement Services to the Town of Holland for the contract period commencing on January 1<sup>st</sup>, 2023 and concluding on December 31<sup>st</sup>, 2023; the motion carried by unanimous voice vote.

15. 2023-2024 MAINTENANCE AGREEMENT BETWEEN THE TOWN OF HOLLAND AND THE SHEBOYGAN COUNTY HIGHWAY DEPARTMENT:

Motion by Lammers, seconded by Caswell, to approve and authorize Chair Huenink and Clerk-Treasurer Janelle Kaiser to sign the Maintenance Agreement between the Town of Holland and the Sheboygan County Highway Department for the contract period commencing on January 1<sup>st</sup>, 2023 and concluding on December 31<sup>st</sup>, 2024; the motion carried by unanimous voice vote.

16. SHEBOYGAN COUNTY SALES TAX REVENUE-SHARING FOR TRANSPORTATION INFRASTRUCTURE MAINTENANCE 2023 INTERGOVERNMENTAL COOPERATIVE AGREEMENT:

Motion by Stapel, seconded by Hamilton, to approve and authorize Chair Huenink and Clerk-Treasurer Janelle Kaiser to sign the Sheboygan County Sales Tax Revenue-Sharing for Transportation Infrastructure Maintenance Intergovernmental Cooperative Agreement for

the period commencing on January 1<sup>st</sup>, 2023 and concluding on December 31<sup>st</sup>, 2023; the motion carried by unanimous voice vote.

The Town Board requested that Janelle Kaiser send an email to the Sheboygan County Finance Department, who provides the documentation for this agreement, to inquire about whether their department feels that the verbiage in item 6a. within the agreement is correct and up to date. The Town Board also authorized Janelle Kaiser and Director of Public Works and Property Nate Voskuil to complete the section of the agreement that details the Town's 2023 transportation maintenance expenses that will be applied to the sales tax revenue-sharing amount received by the Town of Holland. Janelle will send the completed agreement and email to the Sheboygan County Finance Department by December 1<sup>st</sup>, 2022.

17. OOSTBURG FIRE PARTNERS FIRE PROTECTION SERVICES AGREEMENT:

The Holland Town Board reviewed a revised draft Oostburg Fire Partners Fire Protection Services Agreement drafted by Chair Huenink. Chair Huenink attended Town of Lima and Village of Oostburg board meetings earlier in the evening to present the draft agreement and provided some feedback from those municipalities during the September 12<sup>th</sup>, 2022 Holland Town Board meeting. The Holland Town Board provided their feedback to Chair Huenink, who will revise the draft agreement to include suggested modifications and send the revised agreement to the appropriate board members and clerks. The Holland Town Board tentatively approves the draft agreement presented with the modifications discussed, subject to attorney review. Chair Huenink is attending the Town of Wilson board meeting September 19<sup>th</sup>. This topic will be discussed at a future board meeting.

18. UPDATE ABOUT PARTNERSHIP BETWEEN THE TOWN OF HOLLAND AND BERTRAM COMMUNICATIONS LLC TO IMPROVE BROADBAND SERVICES IN THE TOWN OF HOLLAND TO INCLUDE COMMITMENT OF FUNDS, LETTERS OF SUPPORT, AVAILABLE GRANTS AND GRANT APPLICATIONS, AND OTHER FUNDING SOURCES:

The Town Board discussed next steps for the Town of Holland to move forward with the broadband expansion project. The Town of Holland's next steps for the potential project include signing a commitment of funds needed to confirm matching funds for grant writing, finalizing an estimate of the total number of homes and businesses that would be receiving fiber for an upcoming grant application which assists with finalizing the scope of project and price, collecting letters of support for upcoming grant applications, and finally signing a Fiber Project Agreement.

Motion by Lammers, seconded by Stapel, to rescind the motion carried by the Holland Town Board at the August 22<sup>nd</sup>, 2022 board meeting to authorize Chair David Huenink to sign a commitment of funds letter to be included in future broadband expansion grant applications, after consulting with the grant writer assisting with the grant submission(s), that commits between \$500,000 and \$1,000,000 to the potential future broadband expansion project within the Town of Holland; the motion carried by unanimous roll call vote. Kelly Caswell: Y; Brody Stapel: Y; Stanley Lammers: Y; David Huenink: Y; Douglas Hamilton: Y.

Motion by Lammers, seconded by Stapel, to authorize Chair David Huenink to sign a commitment of funds letter to be included in future broadband expansion grant applications, after consulting with the grant writer assisting with the grant submission(s),

that commits up to \$500,000 to a potential future broadband expansion project within the Town of Holland; the motion carried by unanimous roll call vote.

19. TIGER CLAW SHOULDERING TOOL PURCHASE:

Motion by Lammers, seconded by Caswell, to authorize Director of Public Works and Property Nate Voskuil to purchase a Tiger Mowers Claw Attachment that will recycle existing material, fill in the ruts, and smooth in the shoulder allowing for proper drainage along Town Roads not to exceed a cost of \$12,000; the motion carried by unanimous voice vote.

20. ONGOING ISSUES:

a. 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 September meeting packet.

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

The Holland Town Board reviewed an assessment services proposal and revaluation services recommendation from Luke Mack of Associated Appraisal. The Town Board estimates that an interim market update will be completed by Associated Appraisal will be completed in 2025 and will begin to budget accordingly for that expense.

c. ATV/UTV ROUTES AND SIGNAGE:

The Holland Town Board discussed possible county roads to serve as connecting routes for ATV/UTVs on Town roads with Tim Rohrer, Tim Birenbaum, and Rick Welch. Tim Rohrer stated that he would color-code the map to be used for the proposed connecting routes and send it to Chair Huenink. Chair Huenink will contact Sheboygan County Transportation and the Sheboygan County Sheriff to set up a meeting.

The Lakeshore and Kettle Moraine ATV/UTV clubs are currently fundraising for required signage to be installed throughout the Township for ATV/UTV routes in the Town of Holland.

d. ORDINANCE TO AMEND HOLLAND TOWN CODE CHAPTER 140 ANIMALS:

No new information to report. This topic will be discussed at a future board meeting after the Holland Town Board Public Safety Committee meets to discuss.

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

A letter from the Village of Cedar Grove's Fire, Law, & Safety Committee requesting to meet with the Holland Town Board was included in the September 12<sup>th</sup> meeting

packet. Chair Huenink will contact Village Clerk-Treasurer Julie Brey to set up a meeting.

- f. DILAPIDATED STRUCTURES AT N1970 STATE ROAD 32:  
Chair Huenink provided a brief update about the status of the property at N1970 State Road 32. This topic will be discussed at a future board meeting.
- g. SIGNAGE AND BARRICADES AT WALK-IN ACCESS TO LAKE MICHIGAN LOCATIONS:  
No new information to report. This topic will be discussed at a future board meeting.

21. COMMITTEE, CLERK-TREASURER AND CHAIRMAN REPORTS:

- a. ADMINISTRATION AND FINANCE:  
None.
- b. PARKS AND PROPERTY:  
None.
- c. PUBLIC SAFETY:  
Supervisor Caswell reported 25 hours of contract time performed by the Sheboygan County Sheriff's Department during the month of August 2022.
- d. ROADS:  
A monthly roads report was provided by Department of Public Works and Property Director Nate Voskuil for Town Board review. Nate has ordered signs to be installed on roads that are not approved for use by trucks traveling on behalf of the Onion River Solar Project.
- 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 and a 1-day training held by the Wisconsin Towns Association on September 29<sup>th</sup>, 2022.
- f. CHAIRMAN:  
Chair Huenink has been working with Bertram Communications on a grant application to expand broadband access in the Town of Holland to be submitted later this month. He has also been working on the aforementioned draft Oostburg Fire Partners agreement and working with the municipalities involved.

22. PUBLIC INPUT:

None.

23. MOTION TO CONVENE IN CLOSED SESSION PURSUANT TO §19.85(1)(c), WIS STATS., FOR THE PURPOSE OF REVIEWING EMPLOYEE COMPENSATION FOR ALL NON-ELECTED EMPLOYEES FOR 2023:

Motion by Lammers, seconded by Caswell, to enter closed session at 10:06pm pursuant to

§19.85(1)(c), Wis. Stats., for the purpose of reviewing employee compensation for all non-elected employees for 2023; the motion carried by unanimous roll call vote.

24. RECONVENE IN OPEN SESSION TO TAKE ACTION RELATING TO CLOSED SESSION

DELIBERATIONS, IF ANY:

Motion by Lammers, seconded by Hamilton, to reconvene in open session at 10:40pm; the motion carried by unanimous roll call vote.

Motion by Lammers, seconded by Stapel to adopt the Town of Holland Employee Compensation schedule revisions as discussed during closed session at the September 12<sup>th</sup>, 2022 board meeting, effective January 1st, 2023; the motion carried by unanimous roll call vote.

25. CORRESPONDENCE:

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

26. PUBLIC INPUT:

None.

27. ADJOURN:

Motion by Stapel, seconded by Caswell, to adjourn the September board meeting at 10:41pm; the motion carried by unanimous voice vote.