

Town of Holland

Town Board Meeting Minutes

Sheboygan County, Wisconsin

September 13, 2017

The monthly meeting of the Town of Holland Board was called to order by Chairman Don Becker at 7:30 p.m. on Wednesday, September 13, 2017. This meeting was held at the Oostburg Municipal Building due to the Town of Holland Hall renovation project. The October Board meeting will be held at Oostburg Municipal Building. All Town Board meetings held at the Oostburg Municipal Building are held on the Wednesday following the second Monday of the month. The meeting place of the November Electors Budget meeting and the regular November Board meeting is uncertain at this time due to the renovations on the Town Hall being nearing completion. This also applies to the date of the meeting – either November 13th or November 15th. Please watch postings, publications, and the web site for updates as they become available.

The Pledge of Allegiance was led by Chairman Becker. The Clerk certified that the requirements of the Wisconsin Open Meeting Law had been met.

Roll Call showed Don Becker, Steve Jones, Stan Lammers, Dave Huenink, and Doug Hamilton, present from the Town Board. Also present were Treasurer Craig Droppers and Clerk Sharon Claerbaut.

Adopt Agenda as official order of business: There was a request to move items 13, 14 and 16 to directly follow item 8. Motion by Stan, seconded by Dave, to adopt the agenda with these changes as the official order of business. Motion carried.

Minutes of the August 16, 2017 Regular Board meeting were posted on the web site, and previously provided to the Board. There was a request to change the general time period of the original kitchen and bathroom addition to the 1960's instead of the 1950's Motion by Dave, seconded by Doug, to approve the minutes with the correction. Motion carried

Record retention certification: Everything is up to date.

Public Input: None

Sheriff's Dept. representative present to exchange information: Captain Cory Roeseler was present and stated that the fee per hour for the Sheriff's Dept. contract have been raised about \$2 per hour. The rate had not changed since 2012. Due to an error the Town received an extra 10 hours of time at no charge in 2017. There was discussion on studies the Sheriff's Dept. can do on roads where the speed limit is in question and where speeding is suspected. The lead time for the study is about one month, and the study itself is done for one week.

Discuss/act on illuminated warning signs at DeMaster Road Railroad crossing and other Railroad crossings in the Town of Holland. Bob Bursse presented petitions asking for better warning signals on the DeMaster Road crossing which is shared with the Village of Oostburg. Stan will ask the County and/or the Sheriff's Dept. to set up a traffic study.

Discuss/act on doing a market analysis assessment to Town of Holland properties: Dean Peters of Associated Appraisal was present to substitute for Luke Mack who had other obligations tonight. Mr. Peters said there is a disparity of accurate assessments between lake front properties and other residential properties. Recent water front properties have sold from 18 to 20 % lower than assessed valuation. Out of 80 sales of properties in the Town of Holland about eight (8) were lakefront properties (seven were residential and one was land only). This information will be discussed at the upcoming budget meeting.

Financial/Treasurer's Report: Craig presented the August Financial Report. He also reported that Eric Glewen from Oostburg State Bank had called him to see if money from the renovation loan was being spent due to time limits. Craig had called Paul Corson, our accountant, who stated that a municipality has three years to spend loan money, but this does not apply to any loan under one million dollars. Motion by Stan, seconded by Steve, to approve the financial report as presented. Motion carried.

Approval of Vouchers: There were several additions to the list. Motion by Stan, seconded by Steve, to approve the voucher list with the additions. Motion carried.

Accounts Receivable: There was no report included in the packet, but there has been no change from last month. There are no accounts receivable at this time.

Plan Commission Recommendation:

- A. A request by Mary Theune for a boundary line adjustment and rezoning. Plan Commission recommends that the Town Board approve the rezoning of Lot 1 from R-1 to A-1-S and the added 1 acre from A-1 to A-1-S. Motion by Stan, seconded by Steve, to concur with Plan Commission and approve the request. Doug –Yes, Dave-Yes, Don-Yes, Stan-Yes, Steve-Yes. Motion carried.

Discuss/act on off-hours drop box for Town Hall and upgraded posting boards: This will be on the agenda again next month.

Discuss/act on Rhonda Klatt organizing and combining of town records: There are Town records on multiple computers. The Board asked Rhonda Klatt to meet with everyone to combine the information into one program. Rhonda was present at the meeting, and will analyze and come back with options next month.

Discuss/act on Sheboygan County Sales Tax Agreement: This item deals with the recently enacted County ordinance to collect a 0.5% County sales tax to be used to maintain Sheboygan County's roads and bridges. Each County municipality will share in this income. Motion by Dave,

seconded by Stan, to approve and have Don sign the document entitled ‘SHEBOYGAN COUNTY SALES TAX REVENUE-SHARING FOR TRANSPORTATION INFRASTRUCTURE MAINTENANCE 2018 INTERGOVERNMENTAL COOPERATIVE AGREEMENT’, and to use the income for the Risseeuw Road bridge in 2018. Doug-Yes, Dave-Yes, Don-Yes, Stan-Yes. Steve-Yes. Motion carried.

Discuss/act on Employee Handbook: Everything has been discussed at previous meetings. The Board suggested several minor revisions. Motion by Dave, seconded by Stan, to adopt the Employee Handbook with the minor revisions. Steve-Yes, Stan-Yes, Don-Yes, Dave-Yes, Doug-Yes. Motion carried.

Discuss/act on speed limit on Frontage Road: The Sheboygan County Highway Dept. study had been completed and was discussed. The Board authorized drafting the ordinance to set the speed limit on all of Frontage Road at 45 m.p.h. The ordinance will be brought to the table next month.

Discuss/act on extended warranty for mower or other options for a tractor mower: There have been major problems with the tractor and mower used for road side cutting. A different type of tractor and mower have been suggested. The Town could purchase these for very little additional cost due to municipality discounts. Stan will do more checking on this option and bring back next month.

Discuss/act on recruitment for clerk/treasurer: The Board will be hold a special meeting next Monday, September 18th at 1:00 p.m. prior to the Administrative Committee budget meeting. This item will be further discussed at that meeting.

Discuss/act on the following Ongoing Issues:

- a. Amsterdam Dunes Advisory Committee report. There is nothing to report at this time.
- b. Billing for Fire Dept. extrication services. Nothing to report
- c. Town Hall Renovations. Don expected to have the bid for remodel of the old bathrooms and the kitchen facelift, but has not received it yet. This will be discussed Monday if the bid comes in. It was noted that Don and Steve have been very happy with the performance of the contractors. The existing rest room repairs are being held up because we have not received the proposal for this work. Everything else is going along very well.
- d. Ice and snow strips on hall roof. Jan Borgwardt will contact Milwaukee Insulation. The Board will get a second estimate
- e. Possible change of cell phone service for Town employees. Doug is leaning more toward hot spots, and he is exploring various other options..
- f. Training for appointed positions. Tabled until next month.

Committee Reports:

Administration – Nothing to report

Roads –Stan reported on current projects.

Parks & Property –Doug reported that there seems to be an electrical problem with voltage tickling the compactor at the recycling center. They are checking into this. There is also a problem with people throwing junk into the metal container. There was a suggestion to move the metal container so the workers can keep a better eye on it.

Public Safety – Dave reported he had not received the Sheriff’s report yet. He also reminded everyone that the Town does not contract for specific Sheriff’s hours in October through April.

Public Input: Dave Huenink reported that we should use his personal email address as already listed in the Town contact information

Discuss/act on employee compensation for all non-elected employees for 2018. The Board may go into closed session pursuant to section 19.85(1)c Wis. Stats.to consider these issues, and will reconvene to take appropriate action: Motion by Dave, seconded by Doug, to go into closed session. Motion carried. Meeting went into closed session at 11:05 p.m.

Motion by Stan, seconded by Steve, to come back into open session. Steve-Yes, Stan-Yes, Doug-Yes, Don-Yes, Dave-Yes. Motion carried. Meeting back into open session at 11:18 p.m. Motion by Dave, seconded by Doug, to adopt Town Employee compensation effective 1/1/2018 as devised during closed session. Don-Yes, Doug-Yes, Dave-Yes, Steve-Yes, Stan-Yes. Motion carried.

Public Input: None

Correspondence: All in the Packet.

Adjourn: Motion by Stan, seconded by Steve, to adjourn. Motion carried. Meeting adjourned at 11:20 p.m.

Respectfully Submitted,
Sharon Claerbaut, Clerk

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