

TOWN OF HOLLAND BOARD OF SUPERVISORS  
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING  
HOLLAND TOWN HALL, W3005 COUNTY ROAD G, CEDAR GROVE, WI 53013  
Monday, March 8<sup>th</sup>, 2021 7:30pm

1. CALL TO ORDER:  
Town Chair Donald Becker called to order the Board of Supervisors monthly meeting at 7:30pm.
2. Pledge of Allegiance:  
Chair Donald Becker 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 Donald Becker, Town Supervisors David Huenink, Stanley Lammers, Douglas Hamilton, and Stephen Jones
  - b. Members Absent: None
  - c. Others Present: Clerk-Treasurer Janelle Kaiser
  - d. Members of the public that signed in: Jack Stokdyk
5. ADOPT AGENDA AS OFFICIAL ORDER OF BUSINESS:  
Motion by Jones, seconded by Lammers, to adopt the agenda for the March 8<sup>th</sup>, 2021 board meeting as presented; the motion carried by unanimous voice vote.
6. DISCUSSION AND APPROVAL OF MINUTES:  
Motion by Huenink, seconded by Hamilton, to approve the minutes from the February 8<sup>th</sup>, 2021 and February 15<sup>th</sup>, 2021 board meetings as amended during the March 8<sup>th</sup>, 2021 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:
  - a. None.
9. FINANCIAL/TREASURER'S REPORT:  
Motion by Huenink, seconded by Lammers, to fund the designated reserve for public safety expenses in the amount of \$2,948.40 from the undesignated reserve; the funding source is a refund of unspent funds paid by the Town of Holland in 2020 from Oostburg Ambulance; the motion carried by unanimous voice vote.  
Motion by Huenink, seconded by Lammers, to approve the February 2021 financial/treasurer's report as presented; the motion carried by unanimous voice vote.

10. APPROVAL OF VOUCHERS:

Motion by Hamilton, seconded by Lammers, to approve the March voucher list as presented at the March 8<sup>th</sup>, 2021 board meeting; the motion carried by unanimous voice vote.

11. ACCOUNTS RECEIVABLE:

No new information to report.

12. PLAN COMMISSION RECOMMENDATIONS:

a. Request by Jeffrey Freund for a rezoning:

Motion by Huenink, seconded by Lammers, to accept the recommendation of the Town of Holland Plan Commission and approve the rezoning request by Jeffrey Freund to rezone 7.6 acres of the property at W1871 Cole Road from A-5 to the agricultural tourism zoning district.

The motion carried by unanimous roll call vote. Doug Hamilton: Y; Don Becker: Y; Stanley Lammers: Y; Stephen Jones: Y; David Huenink: Y.

b. Request by Mike DePagter for a rezoning:

Motion by Hamilton, seconded by Lammers, to accept the recommendation of the Town of Holland Plan Commission and approve the rezoning request by Mike DePagter to rezone 1.332 acres of the property at N1998 Sauk Trail Road from A-5 to B-1. The motion carried by unanimous roll call vote.

13. VOLUNTARY WELL WATER TESTING PROGRAM OFFERED BY UW-EXTENSION:

- a. Kevin Struck presented information about a voluntary well water testing program offered by UW-Extension by teleconference. Following Kevin's presentation, the Town Board decided to accept UW-Extension's offer to host this testing program in the Town of Holland. Information about how Town of Holland property owners can participate in the program will be available at [www.townofholland.com](http://www.townofholland.com) and will be published in the local newspapers.

14. APPOINT CLERK-TREASURER, PLAN COMMISSION CLERK, AND BOARD OF APPEALS CLERK:

Motion by Huenink, seconded by Jones, to accept Chair Becker's recommendation and appoint Janelle Kaiser as the Clerk-Treasurer for a 3-year term, acknowledging that Janelle's duties include those of the Plan Commission Clerk and the Board of Appeals Clerk, effective April 1, 2021 through March 31, 2024; the motion carried by unanimous roll call vote.

15. APPOINT CLERK-ASSISTANT – SHARON CLAERBAUT:

Motion by Jones, seconded by Lammers, to appoint Sharon Claerbaut as the Assistant to the Clerk-Treasurer for a 1-year term, whose hours will be set by Clerk-Treasurer Janelle Kaiser on an as-needed basis, effective April 1, 2021 through March 31, 2022; the motion carried by unanimous roll call vote.

16. APPOINT WEED COMMISSION FOR ONE-YEAR TERM – MICHAEL KUFFEL:

Motion by Huenink, seconded by Hamilton, to appoint Michael Kuffel as the Town of Holland Weed Commissioner for a 1-year term, effective April 1, 2021 through March 31, 2021; the motion carried by unanimous roll call vote.

17. APPOINT BOARD OF APPEALS EXPIRING TERMS / RECRUITMENT FOR BOARD OF APPEALS:

There were no members of the Town of Holland Board of Appeals with expiring terms that accepted the offer to serve another 3-year term. The Town Board discussed potential candidates for new

members of the Board of Appeals; Chair Becker will contact those candidates and provide an update at the April board meeting.

18. APPOINT PLAN COMMISSION – JACK STOKDYK AND DAVID MUELLER HAVE EXPIRING TERMS:

Motion by Huenink, seconded by Lammers, to reappoint Jack Stokdyk and David Mueller to the Plan Commission for a three-year term beginning on April 1, 2021 and ending on March 31, 2024, and to reappoint Roy Teunissen to the Plan Commission for a two-year term beginning on April 1, 2021 and ending on March 31, 2023; the motion carried by unanimous roll call vote.

19. TRAINING FOR NEWLY APPOINTED OFFICIALS:

Chair Becker acknowledged that he has hosted training sessions for new and continuing members of the Board of Appeals to update the members on procedures or pertinent ordinance changes. Chair Becker said that he would host a training session for new and continuing members of the Board of Appeals prior to April 20<sup>th</sup>, 2021 if schedules allowed.

20. OPEN RECORDS REQUESTS AND POLICY GOVERNING OPEN RECORDS REQUESTS:

Motion by Hamilton, seconded by Lammers, to adopt Town Board Policy 02-2021 Governing Open Records Requests; the motion carried by unanimous roll call vote.

21. EMERGENCY POLL WORKER APPOINTMENT – CARY CURRAN AND RONALD DETROYE:

Motion by Huenink, seconded by Jones, to appoint Cary Curran and Ronald DeTroye as election inspectors for a term to begin on March 8<sup>th</sup>, 2021 and ending on December 31<sup>st</sup>, 2021; the motion carried by unanimous voice vote.

22. POSSIBLE UPDATES TO §330 ZONING, §324 WIND ENERGY SYSTEMS AND §220 LAND DIVISION:

The Town Board discussed possible updates to the Holland Town Code sections listed above. These possible updates will be discussed at the April 12<sup>th</sup>, 2021 meeting of the Town Board.

23. ONGOING ISSUES:

a. MANAGING SHORT-TERM RENTAL LICENSES WITH HOST COMPLIANCE:

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

The Holland Town Board authorized Janelle Kaiser to request that Town Attorney Gerry Antoine pursue enforcement action for the property owners at N2211 N Pine Beach Road for violating the provisions of Holland Town Code Chapter 280, as the property owners at N2211 N Pine Beach Road continue to practice short-term rental activities on the property without a Town license as required by Chapter 280. Board members expressed appreciation for the Clerk's work in putting together the summary spreadsheet, for making it easy to read, and for all her follow-up efforts.

b. CONDITIONAL USE PERMITS FOR SOLAR FARMS UNDER 100 MEGAWATTS:

The Town Board will hold a special meeting on March 15<sup>th</sup>, 2021 to discuss this agenda item.

c. SOLAR ELECTRICAL UTILITY:

No new information to report. This matter will remain on the agenda to be discussed at a future board meeting.

- d. IMPROVE FIRE BILLING FOR CEDAR GROVE FIRE DEPARTMENT:  
No new information to report. This matter will remain on the agenda to be discussed at a future board meeting.
  
- e. AUDIO-VISUAL UPRADE FOR TOWN HALL:  
No new information to report. This matter will remain on the agenda to be discussed at a future board meeting.
  
- f. GRANT APPLICATION FOR BROADBAND ACCESS:  
No new information to report. Additional information is anticipated later in March or April. This matter will remain on the agenda to be discussed at a future board meeting.
  
- g. ZONING ADMINISTRATOR COMPENSATION AND RECRUITMENT:  
The Town Board discussed that a zoning administrator could be compensated with an annual salary that includes specified duties, such as attendance at all Plan Commission meetings, as well as an hourly rate of compensation for additional work performed. The Town Board also decided that recruitment will begin in late April 2021 or early May 2021. Let the minutes show that Chair Becker recused himself from the discussion.
  
- h. BARR CREEK FLOWAGE ISSUES LOCATED NEAR N960 SAUK TRAIL RD:  
No new information to report. This matter will remain on the agenda to be discussed at a future board meeting.

24. COMMITTEE REPORTS:

- a. ADMINISTRATION AND FINANCE:  
None.
  
- b. PARKS AND PROPERTY:  
None.
  
- c. ROADS:  
The monthly report provided by Director of Public Works and Property Nate Voskuil offered an update regarding current road project progress.
  
- d. Public Safety  
Supervisor Huenink said that the annual report provided by the Cedar Grove Fire Department was included in the Town Board meeting packet. A meeting between the public safety committees of the Town of Holland and the Village of Cedar Grove as well as the Cedar Grove Fire Department to review the annual report will take place March 22, 2021. Supervisor Huenink also discussed a junior firefighter program that will be hosted by the Cedar Grove Fire Department. The Cedar Grove Fire Department is planning the purchase of a new fire truck in 2023 and is currently discussing options with vendors.

25. PUBLIC INPUT:

Jack Stokdyk stated that he previously had his private well tested using the lab that UW-Extension will make use of for the private well testing program and that he was very happy with the quality of the report.

26. CORRESPONDENCE: All relevant correspondence was included in the March board meeting packet.
27. ADJOURN – Motion by Jones, seconded by Lammers, to adjourn the March board meeting at 10:12pm. The motion carried by unanimous voice vote.