

TOWN OF HOLLAND BOARD OF SUPERVISORS
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING
HOLLAND TOWN HALL, W3005 COUNTY ROAD G, CEDAR GROVE, WI 53013
Monday, November 8th, 2021
Immediately following the special meeting of Town electors

1. CALL TO ORDER:
Town Chair David Huenink called to order the Board of Supervisors monthly meeting at 7:24pm.
2. Pledge of Allegiance:
The Pledge of Allegiance was previously recited at the public budget hearing which began at 7:00pm.
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, and Brody Stapel
 - b. Members Absent: Kelly Caswell
 - c. Others Present: Clerk-Treasurer Janelle Kaiser
 - d. Members of the public that signed in: Mark Tellier, Douglas Inselman, and Jack Stokdyk
5. ADOPT AGENDA AS OFFICIAL ORDER OF BUSINESS:
Motion by Lammers, seconded by Hamilton, to adopt the agenda for the November 8th, 2021 board meeting as presented; the motion carried by unanimous voice vote.
6. DISCUSSION AND APPROVAL OF MINUTES:
Motion by Lammers, seconded by Stapel, to approve the minutes from the October 18th, 2021 board meeting as presented; 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. A comment from property owner Douglas Inselman was received about poor visibility to the north at the intersection of Hoftiezer Road and State Road 32. The Town Board requested that Supervisor Lammers follow up with Ben Walczyk with the State of Wisconsin, who previously spoke with Doug Inselman, to ask about Sheboygan County or the Township clearing brush out from underneath the trees located at the intersection. The propane tank on the property affecting visibility was also reported by Doug Inselman. The Town Board noted that if the tank is located on private property and not within the road right-of-way, there could be an associated cost to the property owner for re-location of the tank if its location is impeding intersection visibility.
Doug Inselman also commented that Ben Walczyk informed him that a dead tree located on

- the property at N1970 State Road 32 should be taken down by Sheboygan County when time and weather allows due to safety concerns.
- b. Chair David Huenink reported that the July 27, 2021 grant applications submitted by Bertram Wireless of Random Lake and WINS for improvement of broadband service throughout Sheboygan County were not selected by the State of Wisconsin. Both shall be resubmitted for the next round of grants.
9. FINANCIAL/TREASURER’S REPORT:
Motion by Lammers, seconded by Hamilton, to approve the October 2021 financial/treasurer’s report as presented; the motion carried by unanimous voice vote.
10. APPROVAL OF VOUCHERS:
Motion by Stapel, seconded by Lammers, to approve the November voucher listing as presented at the November 8th, 2021 board meeting; the motion carried by unanimous voice vote.
11. ACCOUNTS RECEIVABLE:
Clerk-Treasurer Janelle Kaiser reported that a delinquent receivable from CG Services LLC as discussed at the October 18th, 2021 board meeting had been paid prior to the November 8th meeting. There were no other receivables to report.
12. PLAN COMMISSION RECOMMENDATIONS:
a. Randall Walvoord for a minor land division and rezoning:
Motion by Stapel, seconded by Hamilton, to accept the recommendation of the Town of Holland Plan Commission and approve the request for a minor land division and rezoning by Randall Walvoord to divide 3.00 acres from parcel 59006063900 and rezone from A-1 to A-1-S, as well as the rezoning of 17.00 acres from A-1 to A-PR; the motion carried by roll call vote. David Huenink: Y; Stanley Lammers: Y; Brody Stapel: Y; Douglas Hamilton: Y.
b. Ordinance 2021-10 Amending Provisions in Chapter 330 of the Holland Town Code:
Motion by Lammers, seconded by Stapel, to accept the recommendation of the Town of Holland Plan Commission and adopt Town of Holland Ordinance 2021-10 Amending Provisions in Chapter 330 of the Code of the Town of Holland, Sheboygan County, Wisconsin; the motion carried by unanimous roll call vote.
13. POSSIBLE CHANGES TO CHAPTER 330 OF THE HOLLAND TOWN CODE:
The Town Board reviewed possible changes to Chapter 330 at the November 8th, 2021 board meeting. A public hearing will be held during the December 6th, 2021 Plan Commission meeting to address these changes.
14. INFORMATION EXCHANGE WITH SHEBOYGAN COUNTY SHERIFF’S DEPARTMENT:
A representative of the Sheboygan County Sheriff’s Department was not present at the November 8th board meeting. Chair Huenink will contact the department to request that a representative attend the December board meeting.
15. ADOPT 2021 BUDGET TO INCLUDE FINAL 2022 TAX LEVY:
Motion by Stapel, seconded by Lammers, to adopt the 2022 Town of Holland budget as presented at the November 8th, 2021 board meeting to include the final tax levy of \$785,428.67 to be paid in 2022; the motion carried by unanimous roll call vote.

16. ADOPT AND RECOGNIZE QUOTA FOR TOWN OF HOLLAND CLASS B LIQUOR LICENSES AND CLASS B RESERVE LIQUOR LICENSES PURSUANT TO SEC. 125.51(4), WIS. STATS.:
Motion by Stapel, seconded by Lammers, to recognize that the Town of Holland's quota of one (1) Class B Retail Liquor License and one (1) Class B Retail Reserve Liquor License pursuant to Section 125.51(4) of the Wisconsin State Statutes; the motion carried by unanimous roll call vote.
Let these minutes show that research to calculate the quota was conducted by Clerk-Treasurer Janelle Kaiser with the help of Special Agent Kurt Goodreau of the Wisconsin Department of Revenue Alcohol and Tobacco Enforcement Unit. This research has been filed in the Township's records.
17. RESOLUTION 2021-03 TO APPOINT TOWN CLERK-TREASURER AS REPRESENTATIVE AUTHORIZED TO SIGN WISCONSIN DEPARTMENT OF NATURAL RESOURCES RECYCLING GRANT APPLICATIONS ON BEHALF OF THE RESPONSIBLE UNIT:
Motion by Lammers, seconded by Stapel, to adopt Resolution 2021-03 to Appoint Town Clerk-Treasurer as Representative Authorized to Sign Wisconsin Department of Natural Resources Recycling Grant Applications on Behalf of the Responsible Unit; the motion carried by unanimous roll call vote.
18. STREET NUMBER SEQUENCING ON APPLE TREE LANE TO INCLUDE N1464 APPLE TREE LANE:
The Town Board recognized that street number sequencing on Apple Tree Lane should be corrected to include a new street number assignment for parcel 59006078960. The street numbers on Apple Tree Lane increase as the road travels north, however, the street number assigned to parcel 59006078960 is N1464 Apple Tree Lane and is located north of properties with a greater street number. The Town Board concurred that the street number should be changed for parcel 59006078960 (currently N1464 Apple Tree Lane) to allow for consecutive street number sequencing, as the current sequence could lead to confusion when attempting to locate the property, particularly for public safety vehicles such as fire trucks or ambulances. Clerk-Treasurer Janelle Kaiser will contact the property owner as well as Brett Zemba at Sheboygan County to begin the process of changing the street number at parcel 59006078960.
19. DILAPIDATED STRUCTUES AT N1970 STATE ROAD 32:
Motion by Lammers, seconded by Hamilton, to authorize the Town Building Inspector to determine whether the buildings at N1970 State Road 32 are old, dilapidated, or out of repair, and consequently dangerous, unsafe, unsanitary or otherwise unit for human habitation and unreasonable to repair; the motion carried by unanimous roll call vote.
Let the minutes show that the Town Board recognized that the buildings at N1970 State Road 32 have become a public safety concern due to their condition.
20. INTERNET DOMAIN NAMES:
Chair Huenink recommended that the Township create an account to manage the domain name registrations for townofholland.com, townofholland.info, and townofholland.org. The domain names are currently managed and paid for within an account in Chair Huenink's name. Motion by Lammers, seconded by Stapel, to authorize Chair Huenink to create an account in the Township's name to manage the domain name registrations for townofholland.com, townofholland.info, and townofholland.org, and subsequently submit reimbursements for any expenses incurred by Chair Huenink for those domain name registrations; the motion carried by unanimous roll call vote.
Chair Huenink noted that there is a possibility that the Wisconsin Elections Commission will require all municipal clerks to have an email address ending in .gov in the future. It is likely that the Township will register a domain name within .gov which would redirect users to the Town's website.

21. ONGOING ISSUES:

a. MANAGING SHORT-TERM RENTAL 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 November meeting packet.

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

Chair Huenink has attempted to contact a local commercial appraiser on multiple occasions but had not heard back at the time of the November 8th, 2021 board meeting. An update will be provided at a future board meeting.

c. SOLAR ELECTRICAL UTILITY:

Chair Huenink reported that each landowner participating in land contracts with Onion River Solar LLC should now be aware of what their specific land involvement will be for the project. The design of land being used has been finalized by Onion River Solar LLC and has increased by 7%. The 7% increase will come from the secondary land area proposed by Onion River Solar as part of the application approved by the Wisconsin Public Service Commission. The Town Board concurred that though an update to the Joint Development Agreement between the Town of Holland, Sheboygan County, and Onion River Solar could be requested due to the change in land area being used, it is not necessary at this time because the Joint Development Agreement applies to all acreage used by the project.

d. ZONING ADMINISTRATOR COMPENSATION AND RECRUITMENT:

No new information to report.

e. EMERGENCY RESPONSE PLAN FOR THE TOWN OF HOLLAND:

The Town of Holland Public Safety Committee and Clerk-Treasurer Janelle Kaiser will meet in December to discuss a first draft of the plan.

f. RETAIL LIQUOR LICENSE REQUIRED FOR N1066 SAUK TRAIL ROAD:

Chair Huenink and Clerk-Treasurer Janelle Kaiser plan to meet with the owner at N1066 Sauk Trail Road to discuss retail liquor licensing options after gathering information from the property owner about retail sales of alcohol occurring on the premises at N1066 Sauk Trail Road.

Supervisor Lammers suggested that Janelle do some research about whether the property owner could apply for temporary retail licenses for sales of intoxicating liquor if the property owner wishes to hold occasional events that include sales of alcohol to be consumed on the premises. The Town Board recognized that a Class A retail liquor license would be an option for retail sales of intoxicating liquor for consumption off the premises.

g. TOWN ROAD IMPROVEMENT PROGRAM FUNDING FOR 2022-2023:

The minutes of the October 27th LRIP 2022-2023 meeting of the Sheboygan County Town Road Improvement Committee at the Sheboygan County Transportation Department building on County Road J in Plymouth were included in the November 8th meeting packet. The Township will receive an entitlement allocation for a box culvert replacement on

Hoftiezer Road and has applied for partial funding for a betterment project on Dekker Road from the State of Wisconsin.

h. DATABASE FOR AGRICULTURAL DRAINAGE TILE AND IRRIGATION LOCATION WITHIN ROAD RIGHT-OF-WAY OR UNDERNEATH TOWN ROADS:

Clerk-Treasurer Janelle Kaiser sent an email to all members of the Plan Commission and Town Board in October asking for information as an initial contribution to the database. This item will remain on the agenda and updates will be provided as progress is made.

22. COMMITTEE REPORTS:

a. ADMINISTRATION AND FINANCE:

None.

b. PARKS AND PROPERTY:

Supervisor Hamilton stated that the Township has hired a new employee at the Recycling Center. The new employee is currently in training.

The 2022 Shred Event to be hosted by the Town of Holland and Oostburg State Bank will be held on July 9th, 2022 from 8am-10am. Supervisor Hamilton reported that the 2021 Shred Event was held at no cost to the Township or Oostburg State Bank due to adequate collections that covered the cost of the event.

c. ROADS:

A monthly roads report was included in the November board meeting packet for Town Board review.

d. Public Safety:

Chair Huenink reported that a joint meeting of the Town of Holland Public Safety Committee, Cedar Grove Public Safety Committee, and Cedar Grove Fire Department was held on October 20th, 2021 at 6:00pm. He also reported that the Village of Cedar Grove would like to revise the Cedar Grove Fire Department Agreement between the Village and the Township in the near future.

23. PUBLIC INPUT:

None.

24. MOTION TO CONVENE IN CLOSED SESSION PURSUANT TO §19.85(1)(g), WIS. STATS., FOR THE PURPOSE OF CONFERRING WITH LEGAL COUNSEL FOR THE TOWN BOARD WHO IS RENDERING ORAL OR WRITTEN ADVICE CONCERNING STRATEGY TO BE ADOPTED BY THE TOWN BOARD WITH RESPECT TO LITIGATION IN WHICH THE TOWN BOARD IS OR IS LIKELY TO BECOME INVOLVED, TO WIT: SUMMONS AND COMPLAINT THE TOWN OF HOLLAND HAS FILED IN SHEBOYGAN COUNTY CIRCUIT COURT AGAINST A PROPERTY OWNER TO ENFORCE CH. 280 OF THE HOLLAND TOWN CODE: Motion by Lammers, seconded by Hamilton, to enter into closed session at 8:53pm; the motion carried by unanimous roll call vote.

25. RECONVENE IN OPEN SESSION TO TAKE ACTION RELATING TO CLOSED SESSION DELIBERATIONS, IF ANY:

Motion by Lammers, seconded by Hamilton, to go back into open session at 9:13pm; the motion carried by unanimous roll call vote. No action was taken relating to closed session deliberations.

26. PUBLIC INPUT:

None.

27. CORRESPONDENCE:

All relevant correspondence was included in the November board meeting packet.

28. ADJOURN:

Motion by Lammers, seconded by Hamilton, to adjourn the November board meeting at 9:14pm.
The motion carried by unanimous voice vote.