

TOWN OF HOLLAND BOARD OF SUPERVISORS
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING
HOLLAND TOWN HALL, W3005 COUNTY ROAD G, CEDAR GROVE, WI 53013
Monday, July 11th, 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
 - d. Members of the public that signed in: Jared Stensby, Charles Volm, Plan Commission member Jack Stokdyk, Tom Birenbaum, Ryan Birenbaum, Tim Rohrer, Adam Geib, Amy Scott, Nadia Geib, and Plan Commission member Craig Droppers
5. ADOPT AGENDA AS OFFICIAL ORDER OF BUSINESS:
Chair Huenink proposed that agenda items 19a, 19b, and 19c be discussed following agenda item 12 as shown on the agenda presented at the July 11th, 2022 board meeting. Motion by Lammers, seconded by Caswell, to adopt the agenda for the July 11th, 2022 board meeting as presented; the motion carried by unanimous voice vote.
6. DISCUSSION AND APPROVAL OF MINUTES:
Motion by Caswell, seconded by Stapel, to approve the minutes from the June 13th, 2022 board meeting as presented during the July 11th, 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 discuss the Lake Michigan walk-in access area at the end of Van Ess Road. Charles stated that 6 no parking signs are present within 200 yards of Lake Michigan and that all 4 walk-in access areas in the Town of Holland

should have 6 no parking signs if the no parking signage quantity is to remain at the Van Ess Road Lake Michigan walk-in access area. Charles also commented that the parking restrictions are not enforced at the walk-in access area at the end of Van Ess Road. Charles said that he does not agree with the fence that was constructed at the walk-in access point at the end of Van Ess Road and does not understand why they are there. He also told the board that there is 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.

9. FINANCIAL/TREASURER'S REPORT:

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

10. APPROVAL OF VOUCHERS:

Motion by Stapel, seconded by Hamilton, to approve the July 11th, 2022 voucher listing as modified during the July 11th, 2022 board meeting; the motion carried by unanimous voice vote.

11. ACCOUNTS RECEIVABLE:

None.

12. ONION RIVER ELECTRICAL UTILITY UPDATE:

Jared Stensby was present to provide a progress update about the Onion River Solar Project. Jared reported that survey work for some of the driveways to be installed for the project has begun. Chair Huenink provided that there are 3 remaining driveway permits to be issued by the Township and that issuance of the permits will occur at the same time. At the June 13th, 2022 board meeting, Jared reported that seeding on the solar array areas would begin soon and local farmers would be planting the seed. He was unsure whether they would spray herbicide or plow prior to planting. The seed mix to be planted is expected to grow to approximately 18 inches in height and be very effective at out-competing other types of vegetation. As of the July 11th, 2022 board meeting, seeding on the solar array areas had not taken place, nor had any measures been taken to control the weeds that have grown in the meantime. Members of the Town Board asked Jared for an update about when planting and/or weed control measures will be taken and informed him that some of the weeds that have been allowed to grow are noxious and/or herbicide resistant. The Town Board acknowledged that the Joint Development Agreement (JDA) between Alliant Energy, the Town of Holland, and Sheboygan County addresses weed control on lands included in the Onion River Solar Project but weed control during the project construction phase is not addressed by the JDA. The Town Board also acknowledged that the Town's ordinances require all noxious weeds to be destroyed prior to the time in which such plants would mature to the bloom or flower state.

13. BERTRAM COMMUNICATIONS LLC REPRESENTATIVE PRESENT TO DISCUSS FIBER BROADBAND:
A representative of Bertram Communications LLC was not present at the July 11th, 2022 board meeting. A representative of Bertram is expected to attend the August 8th, 2022 board meeting.
14. PLAN COMMISSION RECOMMENDATIONS:
None.
15. PLAN COMMISSION MANAGEMENT OF A CUP REQUEST:
Chair Huenink informed the Town Board about the outcome of a conditional use permit request made by Brian and Diane Stuart of N131 Surfside Drive that was considered by the Holland Plan Commission at the June 6th, 2022 Plan Commission meeting. Brian and Diane verbally withdrew their request for a conditional use permit during the June 6th, 2022 Plan Commission meeting, but Chair Huenink explained that Diane later expressed concern about the way the request was handled by the Plan Commission. Chair Huenink communicated that the public could have been served better and that greater focus could have been placed on factors that the Plan Commission should think about when considering an application request. The handling of this request will be discussed during the next Plan Commission meeting as a learning opportunity. Further details about the request by Brian and Diane Stuart can be found in the June 6th, 2022 meeting minutes posted on www.townofholland.com.
16. SET TENTATIVE TIMELINE FOR BUDGET ACTIVITIES:
The Holland Town Board will meet on Monday, September 19th, 2022 at 7:00pm to discuss the proposed 2023 budget for the Town of Holland.
17. TOWN CODE UPDATE FOR ORDINANCES PENDING CODIFICATION WITH GENERAL CODE:
No new information to report. The Town Board requested that this topic appear on the November 14th, 2022 board meeting agenda.
18. ASSOCIATED APPRAISAL ASSESSMENT SERVICES PROPOSAL:
Town Assessor Luke Mack provided an assessment services summary for the next 5 years of professional assessment services with optional add-on assessment services for a possible revaluation. The Town Board will discuss this topic at a future board meeting.
19. ONGOING ISSUES:
 - a. SIGNAGE AT LAKE MICHIGAN WALK-IN AREAS:
The Town Board discussed the signage and location of the signage at each of the 4 Lake Michigan walk-in access areas in the Township. During the June 13th, 2022 board meeting, the Town Board concurred that the reflective green signs that describe the easement for walk-in access should not be moved, as they are located approximately in the middle of the legal road right-of-way. They also concurred that the signs explaining that horses and motor vehicles are prohibited on the beach should be removed, though let these minutes show that horses and motor vehicles

are still prohibited on the beach. Chair Huenink said that the orange triangle located at the top of the sign indicating end of access at the end of Dewitt Road in the walk-in access area cannot be moved below the sign because the orange triangle must be installed at a height of 4 feet or greater per state statute.

At a previous meeting, Amy Scott of Dewitt Road requested that the Township verify whether the road right-of-way is clearly defined on Dewitt Road to the right of the guardrail where the aforementioned signage is posted. Supervisor Hamilton commented that there should be right-of-way markers on either side of the walk-in access area at Dewitt Road. The Town Board concurred that signs and right-of-way markers should be relatively consistent between all 4 Lake Michigan walk-in access areas in the Town of Holland.

The Town Board decided to remove this topic from future agendas and delegate the responsibility of signage and road right-of-way markers at the 4 Lake Michigan walk-in access areas to Director of Public Works and Property Nate Voskuil.

b. **STORMWATER MANAGEMENT IMPROVEMENTS NEAR DEWITT ROAD:**

The Holland Town Board discussed ways that stormwater could be managed at the end of Dewitt Road at the July 11th, 2022 board meeting, but no action was taken on this topic. Property owner Amy Scott of W1418 Dewitt Road requested a copy of an estimate provided by Lukens Excavating for the possible culvert installation work on her property. Please let these minutes show that Amy Scott gave members of the Holland Town Board and the Department of Public Works verbal permission to access her property to observe the subject area with regard to stormwater management.

Motion by Stapel, seconded by Caswell, to table this topic to be discussed at a future board meeting; the motion carried by unanimous voice vote.

c. **ATV/UTV ROUTE PROPOSAL BY KETTLE MORaine ATV ASSOCIATION AND LAKESHORE ATV/UTV CLUB:**

The Holland Town Board reviewed a draft ordinance to propose designated ATV/UTV routes in the Town of Holland. Chair Huenink requested that the board members further review the draft ordinance following the July 11th, 2022 board meeting and send any comments, suggestions, or questions to be forwarded on to the Town Attorney within one week. Chair Huenink plans to send the draft ordinance to propose designated ATV/UTV routes in the Town of Holland to the Town's attorney during the week of July 18th, 2022. This topic will be discussed at a future board meeting.

d. **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.

e. ORDINANCE TO AMEND HOLLAND TOWN CODE CHAPTER 280 SHORT-TERM RENTALS:

The Holland Town Board reviewed a draft ordinance to amend Holland Town Code Chapter 280 Short-Term Rentals. The draft ordinance will be reviewed by the Town's attorney and discussed at a future board meeting.

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 July 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. ZONING ADMINISTRATOR EMPLOYMENT OFFER:

Chair Huenink announced that Janelle Kaiser accepted an employment offer extended by the Holland Town Board for the Town's Zoning Administrator position. Janelle started the position on July 1st, 2022.

i. EMERGENCY OPERATIONS PLAN FOR THE TOWN OF HOLLAND:

Motion by Lammers, seconded by Stapel, to adopt the Town of Holland Emergency Operations Plan as presented at the July 11th, 2022 board meeting to include one modification made during the July 11th, 2022 board meeting. The modification is to create an addendum to the plan which should include contact information for individuals known by the Township who may be willing to provide equipment or volunteer in the event of an emergency, pending discussion with Sheboygan County Emergency Management Director Steve Steinhardt; the motion carried by unanimous voice vote.

j. DILAPIDATED STRUCTURES AT N1970 STATE ROAD 32:

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

k. DRAINAGE DITCH SOUTH OF OOSTBURG:
No new information to report. This topic will be removed from future board agendas at this time.

l. SALARY COMMITTEE FOR ELECTED OFFICIALS:
The salary committee appointed by the Holland Town Board at the June 13th, 2022 board meeting will meet on July 20th, 2022 at 10:00am to discuss proposed salary amounts for elected officials in the Town of Holland. The proposal will be presented to the Town Electors at a future meeting.

20. COMMITTEE REPORTS:

a. ADMINISTRATION AND FINANCE:

Supervisor Stapel reported that the Administration and Finance Committee met on June 20th, 2022 to discuss Zoning Administrator and Clerk-Treasurer responsibilities.

b. PARKS AND PROPERTY:

Supervisor Hamilton reported that the shred event hosted by Oostburg State Bank and the Town of Holland on July 9th, 2022 collected approximately 5,000 pounds of paper as well as donations to the local food pantry.

Supervisor Hamilton reported that residents of Idlewood Court informed him that they found a workable solution for internet access via a 5G hotspot from T-Mobile, therefore, broadband grant funding may no longer be as high of a priority in that area.

Supervisor Stapel informed Amsterdam Park Commission Chair David Huenink that the gravel underneath the dock at Amsterdam Park has washed out around the recently installed extension to the dock. He said that the commission should install something larger to support the dock when the lake water recedes. Chair Huenink stated that he would like the commission to arrange for the installation of something more permanent around that dock extension.

c. ROADS:

A monthly roads report was provided by email from Department of Public Works and Property Director Nate Voskuil for Town Board review.

d. PUBLIC SAFETY:

Supervisor Caswell reported 26 hours of contract time performed by the Sheboygan County Sheriff's Department during the month of June 2022.

21. PUBLIC INPUT:

a. Supervisor Huenink attended the Sheboygan County Heads of Local Government meeting last month. He reported that Sheboygan County has hired a grant coordinator that reports to the Deputy Administrator. The grant coordinator can help local municipalities and volunteer fire departments with grant writing services.

b. Supervisor Huenink reported that a grant application submitted by the Sheboygan County Economic Development Corporation (SCEDC) was approved for a share of a

- broadband expansion grant administered by the Public Service Commission (PSC) of Wisconsin. The PSC awarded \$1,364,000 to the SCEDC to reach 25 businesses and 1,221 residential locations along State Highway 57 from the Village of Random Lake north to the Town of Rhine. Other funds for the project have been pledged by the Village of Random Lake (\$686,000.00), the Random Lake School District (\$90,000.00), Bertram Communications (In-Kind \$607,000.00, Cash \$423,000.00).
- c. Supervisor Huenink informed the board that a former deputy with the Sheboygan County Sheriff's Department was recently investigated by the Fond du Lac Sheriff's office after the Sheboygan County Sheriff's Department identified discrepancies in some reports. The Town of Holland contracts with the Sheboygan County Sheriff's Department for law enforcement services. The former deputy recently resigned his position following the investigation which found that he filed reports on patrol activities for certain Sheboygan County municipalities that contained factually inaccurate and untrue documentation. Supervisor Huenink reported that the Town of Holland's contract for law enforcement services was not affected by the inaccurate and untrue documentation.
 - d. Supervisor Stapel recognized that the lack of weed control on the areas in which the solar arrays for the Onion River Solar Project will be installed is an area of concern that needs to be addressed as soon as possible.

22. CORRESPONDENCE:

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

23. ADJOURN:

Motion by Hamilton, seconded by Stapel, to adjourn the July board meeting at 10:21pm; the motion carried by unanimous voice vote.