

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 14th, 2022
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 7:42pm.

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; Director of Public Works and Property Nate Voskuil (arrived at approximately 8:50pm and left around 9:05pm)
- d. Members of the public that signed in: Jared Stensby of Alliant Energy, David Veldboom, Craig Droppers, Ryan Birenbaum, Tom Birenbaum, Ken MacKenzie, and Randy Joesse

5. ADOPT AGENDA AS OFFICIAL ORDER OF BUSINESS:

Chair Huenink recommendation that agenda item 21e be discussed following agenda item 14 as shown on the agenda presented at the November 14th, 2022 board meeting. Motion by Lammers, seconded by Caswell, to accept Chair Huenink's recommendation and adopt the agenda for the November 14th, 2022 board meeting as presented; the motion carried by unanimous voice vote.

6. DISCUSSION AND APPROVAL OF MINUTES:

Motion by Lammers, seconded by Caswell, to approve the minutes from the October 10th, 2022 board meeting as modified during the November 14th, 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:

David Veldboom stated that the ditches along Town roads should be mowed earlier and more often to prevent weeds from going to seed and that this task hasn't been getting done in a timely manner.

9. FINANCIAL/TREASURER'S REPORT:

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

10. APPROVAL OF VOUCHERS:

Motion by Lammers, seconded by Stapel, to approve the November 14th, 2022 voucher listing as modified during the November 14th, 2022 board meeting; the motion carried by unanimous voice vote. A revised voucher listing will be provided in the December 12th, 2022 board meeting packet.

11. ACCOUNTS RECEIVABLE:

None.

12. PLAN COMMISSION RECOMMENDATIONS:

None.

13. INFORMATION EXCHANGE WITH SHEBOYGAN COUNTY SHERIFF'S DEPARTMENT:

A representative of the Sheboygan County Sheriff's Department was not present at the November 14th, 2022 board meeting. Chair Huenink will contact the department to request that a representative attend the December board meeting.

14. ONION RIVER ELECTRICAL UTILITY UPDATE:

Jared Stensby was present to provide a progress update about the Onion River Solar Project. He provided information about current and upcoming work to be performed, including grading, basin work, laying cable, and fence installation. Jared noted that the construction team, although authorized to work 7 days per week during hours specified by the Joint Development Agreement, will make an effort not to perform pile driving on Sundays based on feedback from members of the community.

Jared informed the Town Board that Alliant Energy would like to install 4 signs in the Township for the Onion River Solar Project. The Town Board acknowledged that these signs would require a permit and must conform to Town ordinances.

15. ADOPT 2023 BUDGET TO INCLUDE FINAL 2022 TAX YEAR LEVY:

Motion by Lammers, seconded by Stapel, to adopt the 2023 Town of Holland budget as presented at the November 14th, 2022 board meeting to include the final 2022 tax levy of \$792,405.00 to be collected in 2023; the motion carried by unanimous roll call vote.

Douglas Hamilton: Y; Kelly Caswell: Y; Brody Stapel: Y; Stanley Lammers: Y; David Huenink: Y.

16. SHEBOYGAN COUNTY SHERIFF'S DEPARTMENT JOINT POWERS AGREEMENT:

Motion by Stapel, seconded by Caswell, to approve and authorize the Town Chairman to

sign the 2023 Joint Powers Agreement with the Sheboygan County Sheriff's Department; the motion carried by unanimous voice vote. Clerk-Treasurer Janelle Kaiser will send the signed agreement to the Sheboygan County Sheriff's Department.

17. STANDBY GENERATOR PURCHASE FOR HOLLAND TOWN HALL AND DEPARTMENT OF PUBLIC WORKS SHED:

Motion by Huenink, seconded by Caswell, to approve the purchase of a Kohler Model: 25CCL generator from Total Energy Systems LLC per quote number 0026913248 as well as generator installation services from DeTroye electric per proposal number ENKD091622TOH, with the total cost of the generator and installation services not to exceed \$30,000; the motion includes authorization for Director of Public Works and Property Nate Voskuil to order the generator and schedule the installation services. The motion carried by unanimous roll call vote.

18. OOSTBURG FIRE DEPARTMENT HALL RENTAL FEE WAIVER:

Motion by Stapel, seconded by Lammers, to waive the Town Hall rental fee for the Oostburg Fire Department's use of the Town Hall for their annual banquet in 2023; the motion carried by unanimous voice vote.

19. TOWN CODE UPDATE FOR ORDINANCES PENDING CODIFICATION WITH GENERAL CODE:

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

20. WISCONSIN TOWNS ASSOCIATION (WTA) TOWN LEGISLATIVE SURVEY:

The Town Board reviewed survey answers provided by Clerk-Treasurer Janelle Kaiser and Director of Public Works and Property Nate Voskuil and assisted in answering some of the survey questions. Janelle will submit the survey to the WTA on or before November 18th, 2022.

21. 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 November meeting packet.

b. ORDINANCE TO AMEND CHAPTER 330 ZONING:

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

c. UPDATE ABOUT PARTNERSHIP BETWEEN THE TOWN OF HOLLAND AND BERTRAM COMMUNICATIONS LLC TO IMPROVE BROADBAND SERVICES IN THE TOWN OF HOLLAND:

No new information to report. The status of the proposed project and associated grant application can be found in the October 10th, 2022 board meeting minutes at

www.townofholland.com.

- d. OOSTBURG FIRE PARTNERS FIRE PROTECTION SERVICES AGREEMENT:
Chair Huenink reported that after a final signature is obtained from one of the partners, the agreement will be effective. This topic will be removed from future board agendas at this time.
- e. ATV/UTV ROUTES AND SIGNAGE:
No new information to report. This topic may be discussed at a future board 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. The new owner plans to properly remove the existing structures on the property as soon as possible. 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 may be discussed at a future board meeting.

22. COMMITTEE, CLERK-TREASURER AND CHAIRMAN REPORTS:

- a. ADMINISTRATION AND FINANCE:
None.
- b. PARKS AND PROPERTY:
None.
- c. ROADS:
None.
- d. PUBLIC SAFETY:
The Town of Holland is waiting to receive the Cedar Grove Fire Department's final 2023 budget.
- e. CLERK-TREASURER:
 - i. VOTING EQUIPMENT AUDIT:
Clerk-Treasurer Janelle Kaiser reported that the Town of Holland was 1 of 368 reporting units to be selected for a voting equipment audit following the 2022 General Election. She requested compensation for extra work associated with the audit be provided at the hourly rate established for her position and that any individuals who assist with the audit be compensated at the hourly rate established for election inspectors. The audit is scheduled for November 30th, 2022 at 8:00am.

- ii. WEC ELECTION SECURITY SUBGRANT:
Motion by Lammers, seconded by Caswell, to authorize Janelle Kaiser to sign the Wisconsin Elections Commission 2022 Election Security Subgrant Memorandum of Understanding; motion carried by unanimous voice vote.
 - iii. NOMINATION PAPER FILING DEADLINES:
Clerk-Treasurer Janelle Kaiser provided a reminder of deadlines for filing required forms and circulating nomination papers for the 2023 Spring Election.
 - iv. GENERAL RECORDS SCHEDULE:
Janelle Kaiser recommended that the Town Board adopt the General Records Schedule for Wisconsin Municipal and Related Records approved by the Public Records Board in the future; this topic may be discussed at a future board meeting.
 - v. BIL FUNDING OPPORTUNITIES FOR TOWNS:
This item may be added to future board meeting agendas.
 - vi. SAMS REGISTRATION RENEWAL:
Janelle reported that the Town's SAMS registration was successfully renewed through October 2023 in October of this year.
 - vii. PUBLIC NOTICE ABOUT CHAPTER 140 ANIMALS:
Janelle reported that a notice was sent to all short-term rental license holders, was published in the Lakeshore Weekly, The Sounder, and on the Town's website, and will be provided to all dog license holders going forward. Information about Chapter 140 will also be included on short-term rental licenses beginning in 2023.
- f. CHAIRMAN:
Chair Huenink reported that he attended the Connecting Wisconsin Internet Symposium in Wausau, Wisconsin on October 25th, 2022 with the goal of discussing broadband opportunities and available funding for broadband projects with some of the officials and attendees present. It was co-hosted by the National Telecommunications Information Administration (NTIA) and the WI Public Service Commission (PSC). He gave a brief report about his experience at the symposium.
23. PUBLIC INPUT:
Members of the Town Board asked Janelle Kaiser how voter wait times could be improved at future General Elections following the November 8th, 2022 General Election. Janelle Kaiser provided some suggestions for improvements and plans to implement them prior to the next General Election.
24. MOTION TO CONVENE IN CLOSED SESSION PURSUANT TO § 19.85(1)(e), WIS STATS., FOR THE PURPOSE OF DELIBERATING OR NEGOTIATING THE SALE OF PUBLIC PROPERTY OR CONDUCTING OTHER SPECIFIED PUBLIC BUSINESS, WHERE COMPETITIVE OR BARGAINING REASONS REQUIRE A CLOSED SESSION, TO WIT: TO DISCUSS THE STATUS OF, APPROACHES TO, DEVISE NEGOTIATING STRATEGIES FOR, AND DISCUSS THE TERMS AND CONDITIONS OF, AN AGREEMENT WITH THE VILLAGE OF CEDAR GROVE, REGARDING THE CEDAR GROVE FIRE DEPARTMENT AGREEMENT BETWEEN THE VILLAGE OF CEDAR GROVE AND THE TOWN OF

HOLLAND:

Motion by Hamilton, seconded by Stapel, to enter into closed session at 9:56pm pursuant to §19.85(1)(e), Wis. Stats., to discuss the terms and conditions of an agreement with the Village of Cedar Grove, regarding the Cedar Grove Fire Department Agreement between the Village of Cedar Grove and the Town of Holland; the motion carried by unanimous roll call vote.

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

Motion by Stapel, seconded by Lammers, to reconvene in open session at 10:07pm; the motion carried by unanimous roll call vote.

26. CORRESPONDENCE:

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

27. PUBLIC INPUT:

None.

28. ADJOURN:

Motion by Hamilton, seconded by Stapel, to adjourn the meeting at 10:08pm; the motion carried by unanimous voice vote.