

TOWN OF HOLLAND BOARD OF SUPERVISORS
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING
HOLLAND TOWN HALL, W3005 COUNTY ROAD G, CEDAR GROVE, WI 53013
Monday, December 12th, 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 of Alliant Energy, Doug Inselman, Joel Accathara, and Kim Eberhardt
5. ADOPT AGENDA AS OFFICIAL ORDER OF BUSINESS:
Motion by Hamilton, seconded by Lammers, to adopt the agenda for the December 12th, 2022 board meeting as presented; the motion carried by unanimous voice vote.
6. DISCUSSION AND APPROVAL OF MINUTES:
Motion by Caswell, seconded by Hamilton, to approve the minutes from the November 14th, 2022 board meeting as modified during the December 12th, 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:
Doug Inselman was present to provide input about structure razing and an ongoing outdoor fire at N1970 State Road 32. He reported that the current owner of the property mechanically demolished the dilapidated single-family residence on the property and proceeded to burn the remnants of the structure despite being told by the Wisconsin Department of Natural Resources (WI DNR) that the house should be mechanically demolished and hauled away. Doug also reported that the property owner burned car tires

and lawn mower components in the same pit as the house remains were reportedly burned in. At the time of the meeting, Doug said that the fire had been left unattended and continuously burning or smoldering for approximately 3 weeks. He expressed health and safety concerns for his family and neighbors and asked what could be done to put out the fire. The Town Board advised Doug to call emergency services to report the unattended fire. Supervisor Caswell stated that he would contact the WI DNR representative assigned to the area to inquire about what action the DNR might take with regard to the burning and burying of the aforementioned material.

9. FINANCIAL/TREASURER'S REPORT:

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

10. APPROVAL OF VOUCHERS:

Motion by Stapel, seconded by Caswell, to approve the December 12th, 2022 voucher listing as modified during the December 12th, 2022 board meeting; the motion carried by unanimous voice vote. A revised voucher listing will be provided in the next 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 December 12th, 2022 board meeting. Chair Huenink proposed that the information exchange be postponed until Spring 2023 since there are no urgent items to address with the department. The Town Board concurred with Chair Huenink.

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, upcoming, and completed work on the project, including pile driving, trenching, and drain tile repair. Jared said that re-seeding of the fields and removal of straw wattles in the ditches will be completed in the spring. He also noted that the last day of construction on the project for 2022 will be December 21st. Construction will resume on January 3rd, 2023. Security vehicles will monitor the area through the holidays.

Supervisor Lammers requested that trucks associated with the project be parked on only one side of the road whenever possible, as trucks parked on both sides of the road makes school bus transportation difficult. He also requested that road shouldering be addressed, especially in areas where the shoulders have nearly become higher than the pavement; Jared stated that the skid steer would be out repairing those shoulders during the week of December 12th.

The Town Board discussed 4 signs proposed by Alliant Energy that will be 32 square feet in size and placed throughout the Township for the Onion River Solar Project. A permit and applicable fee will be required for the signs, which may be discussed at an upcoming board meeting.

15. REQUEST BY JOEL ACCATHARA FOR A RETAIL CLASS A LICENSE TO SELL INTOXICATING LIQUOR FOR HIS PLACE OF BUSINESS, N905 SAUK TRAIL ROAD, CEDAR GROVE, WI 53013:
Motion by Lammers, seconded by Caswell, to approve the request made by Joel Accathara for a Retail Class A Liquor License to sell intoxicating liquor at his place of business located at N905 Sauk Trail Road Cedar Grove, WI, 53013, valid from December 16, 2022 through June 30, 2023. The motion includes a condition that the Class A license is not to be issued until December 16, 2022 and will only be issued on that date if there is no public input, comments, or concerns received by the Township from the public regarding issuance of the license before December 16, 2022. Any public input, comments, or concerns regarding issuance of the license received on or before December 15, 2022 will cause this motion to become null and void until the Town Board can convene at an open meeting with proper public notice provided.
Motion carried by unanimous roll call vote. Douglas Hamilton: Y; David Huenink: Y; Stanley Lammers: Y; Brody Stapel: Y; Kelly Caswell: Y.

16. OPERATOR LICENSE APPLICATION FOR HALEIGH GILDEMEISTER:
Motion by Stapel, seconded by Lammers, to approve the request for an operator license by Haleigh Gildemeister. The motion includes authorization for the Clerk-Treasurer to add the address of the applicant (provided by the applicant) to the license application following the December 12th, 2022 board meeting.
Motion carried by unanimous roll call vote.

17. 2022 CARRY FORWARDS AND ESTABLISHMENT OF DESIGNATED RESERVE FUNDS IN 2023:
Motion by Lammers, seconded by Caswell, to fund designated reserves for 2023 as follows:
 - a. A designated reserve for public safety expenditures in the amount of \$38,899.08 as a carry forward from the unused funds budgeted for public safety expenditures in 2022.
 - b. A designated reserve for expenditures related to future assessment services in the amount \$13,000; \$10,000 of the reserve is a carry forward from the General Government – Assessor designated reserve balance as of December 12th, 2022 and \$3,000 is accounted for in the General Government – Assessor designated reserve account within the 2023 budget.
 - c. A designated reserve for expenditures related to Holland Town Hall improvements in the amount of \$97,279.54; \$94,719.54 of the reserve is a carry forward from the Town Hall Improvements designated reserve balance as of December 12th, 2022 and \$2,560 is equal to the amount of unused funds budgeted for General Government – Town Hall Improvements in 2022.
 - d. A designated reserve for transportation expenditures in the amount of \$513,440.79; \$299,577.62 of the reserve is a carry forward from the Transportation designated

reserve balance as of December 12th , 2022 and \$213,863.17 is equal to the amount of unused funds budgeted for transportation expenditures in 2022.
The motion carried by unanimous roll call vote.

18. PURCHASE OF BADGER BOOKS FOR HOLLAND TOWN HALL POLLING LOCATION – WISCONSIN’S ELECTRONIC POLL BOOK:

Motion by Lammers, seconded by Stapel, to rescind the motion authorizing Clerk-Treasurer Janelle Kaiser to purchase the devices needed to implement Badger Books – Wisconsin’s Electronic Poll Books for the Town of Holland made on December 13th, 2021 and instead authorize Janelle Kaiser to purchase the devices needed to implement Badger Books – Wisconsin’s Electronic Poll Books for the Town of Holland per the quotes numbered 2232226 and 2232230 provided at the December 12th, 2022 board meeting.
The motion carried by unanimous roll call vote.

19. DISPOSAL OF TOWN OFFICE PRINTER PURCHASED IN 2018:

The Town Board concurred that the Town office printer purchased in 2018 should be recycled unless the Town’s current printer servicer, James Imaging Systems, would like to have the printer on hand for future repairs of the Town’s current printer.

20. REVIEW/UDPATE THE FEE SCHEDULE:

The Town Board reviewed the Town’s current fee schedule as well as suggested changes to the schedule provided by Clerk-Treasurer Janelle Kaiser. This topic may be discussed at a future board meeting.

21. RECRUITING FOR VACANT TOWN POSITIONS:

The Town Board concurred that recruiting for vacant Town positions, current 2 alternates for the Board of Appeals and 1 alternate for the Plan Commission, should occur in 2023.

22. 2023 WISCONSIN TOWNS ASSOCIATION (WTA) DISTRICT MEETINGS:

Chair Huenink will attend the WTA District Meeting on March 4th, 2023 in Manitowoc, WI. Any other Town Board members interested in attending on of the district meetings should contact Janelle Kaiser so that their registration can be processed.

23. POLICY FOR PER DIEM COMPENSATION FOR TOWN BOARD MEMBERS ATTENDING MEETINGS AS A TOWN OFFICIAL REPRESENTING THE TOWN OF HOLLAND:

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

24. CEDAR GROVE FIRE DEPARTMENT AGREEMENT:

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

25. 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 December 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. ATV/UTV ROUTES AND SIGNAGE:
No new information to report. This topic may be discussed at a future board meeting.
 - e. DILAPIDATED STRUCTURES AT N1970 STATE ROAD 32:
The dilapidated structures at N1970 State Road 32 have been razed. This topic will be removed from future board agendas.
 - f. 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.
 - g. BIPARTISAN INFRASTRUCTURE LAW FUNDING OPPORTUNITIES FOR TOWNS:
No new information to report. This topic may be discussed at a future board meeting.
26. COMMITTEE, CLERK-TREASURER AND CHAIRMAN REPORTS:
- a. ADMINISTRATION AND FINANCE:
None.
 - b. PARKS AND PROPERTY:
The Town of Holland Recycling Center will be open from 8am to 4pm on December 24th and December 31st.
 - 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:

Clerk-Treasurer Janelle Kaiser reported that the voting equipment audit that was discussed at the November 2022 board meeting has been completed.

f. CHAIRMAN:

- i. Chair Dave Huenink attended a Sheboygan County Heads of Local Governments meeting and provided some information from that meeting, including a discussion about maintenance agreements between municipalities that share certain local roads.
- ii. Dave reported that he cannot attend a Sheboygan County Board of Adjustments meeting scheduled for W1465 Idlewood Court on 12/21/2022 at 1pm but will provide a statement to the board in writing for their meeting.
- iii. Fire department chiefs in Sheboygan County met to discuss the hiring of an outside firm that would coordinate the equipment inventory and equipment needs of all fire departments in the county. This study will be funded by Sheboygan County.
- iv. The Oostburg Fire Department Fire Partners agreement has been signed by all parties and will take effect on January 1st, 2023.

27. PUBLIC INPUT:

None.

28. CORRESPONDENCE:

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

29. PUBLIC INPUT:

None.

30. ADJOURN:

Motion by Hamilton, seconded by Stapel, to adjourn the meeting at 10:06pm; the motion carried by unanimous voice vote.