

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 13th, 2023 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, and Kelly Caswell
 - b. Members Absent: Brody Stapel
 - c. Others Present: Clerk-Treasurer Janelle Kaiser
 - d. Members of the public that signed in: Jared Stensby of Alliant Energy and Scott Siemon
5. ADOPT AGENDA AS OFFICIAL ORDER OF BUSINESS:
Chair Huenink recommended that agenda item 25j be discussed following agenda item 13 as shown on the agenda presented at the March 13th, 2023 board meeting. Motion by Lammers, seconded by Caswell, to accept Chair Huenink's recommendation and adopt the agenda for the March 13th, 2023 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 February 13th, 2023 board meeting as presented during the March 13th, 2023 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:
None.

9. FINANCIAL/TREASURER'S REPORT:

Motion by Caswell, seconded by Lammers, to approve the February 2023 financial/treasurer's report as presented; the motion carried by unanimous voice vote.

10. APPROVAL OF VOUCHERS:

Motion by Hamilton, seconded by Caswell, to approve the March 13th, 2023 voucher listing as modified during the March 13th, 2023 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. ONION RIVER ELECTRICAL UTILITY UPDATE, SIGNAGE FOR UTILITY, AND POSSIBLE SIGN PERMITTING REQUIREMENTS:

Jared Stensby of Alliant Energy 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. Alliant still expects the utility to be operational this summer.

14. CONTRACT WITH ASSOCIATED APPRAISAL FOR ASSESSMENT SERVICES:

The Town of Holland's current contract with Associated Appraisal for assessment services is valid through December 31st, 2023. Clerk-Treasurer Janelle Kaiser recently received a renewal contract for proposed services to begin in 2024. The renewal contract proposal may be reviewed and discussed at a future board meeting.

15. APPOINT WEED COMMISSIONER (1-YEAR TERM):

Chair Huenink recommended appointing Michael Kuffel as the Town of Holland Weed Commissioner for a 1-year term commencing April 1st, 2023 and ending on March 31st, 2024. Motion by Caswell, seconded by Hamilton, to accept Chair Huenink's recommendation and appoint Michael Kuffel as the Town of Holland Weed Commissioner for a 1-year term commencing April 1st, 2023 and ending on March 31st, 2024; the motion carried by unanimous voice vote.

16. APPOINT BOARD OF APPEALS EXPIRING TERMS (3-YEAR TERM):

Chair Huenink recommended appointing Jim Wonser and Neal Teunissen as members of the Town of Holland Board of Appeals for a 3-year term commencing April 1st, 2023 and ending on March 31st, 2026 with Jim Wonser serving as the chairperson. Motion by Lammers, seconded by Caswell, to accept Chair Huenink's recommendation and appoint Jim Wonser and Neal Teunissen as members of the Town of Holland Board of Appeals for a 3-year term commencing April 1st, 2023 and ending on March 31st, 2026 with Jim Wonser serving as the chairperson; the motion carried by unanimous voice vote.

In order to stagger the terms of the members of the Town of Holland Board of Appeals, as required by Wisconsin State Statute, Chair Huenink recommended appointing Kenneth Tyler

as a member of the Town of Holland Board of Appeals for a 2-year term commencing April 1st, 2023 and ending on March 31st, 2025. Motion by Lammers, seconded by Caswell, to accept Chair Huenink's recommendation to appoint Kenneth Tyler as a member of the Town of Holland Board of Appeals for a 2-year term commencing April 1st, 2023 and ending on March 31st, 2025; the motion carried by unanimous voice vote.

17. APPOINT PLAN COMMISSION EXPIRING TERMS (3-YEAR TERM):

No information to report.

18. TRAINING FOR APPOINTED OFFICIALS:

The Town Board concurred that the Board of Appeals should meet for a training session prior to their next meeting. Meetings of the Board of Appeals typically only occur for training, to hear appeals and limited applications, or for granting variances and exceptions.

19. EMERGENCY POLL WORKER APPOINTMENT:

Motion by Lammers, seconded by Caswell, to appoint Kenneth Mac Kenzie, Judith Mac Kenzie, Julianne Sommer, Douglas Hamilton, and Mary De Master as poll workers in the Town of Holland with a term to begin on March 13th, 2023 and ending on December 31, 2023; the motion carried by voice vote. Let these minutes show that Supervisor Douglas Hamilton recused himself from voting for the emergency poll worker appointment.

20. COUNTY ROAD LL AND COUNTY ROAD LLL INTERSECTION MODIFICATION:

Chair Huenink attended a public involvement meeting held at the Holland Town Hall earlier this month and provided information from the meeting about proposed intersection modifications at County Road LL and County Road LLL. The Town Board reviewed a map showing the modifications proposed.

21. ORDINANCE 2023-03 CREATING ARTICLE II FIRE PREVENTION OF CHAPTER 40 FIRE DEPARTMENT OF THE TOWN CODE:

Motion by Lammers, seconded by Caswell, to adopt Ordinance 2023-03 Creating Article II of Chapter 40 of the Code of the Town of Holland, Sheboygan County, Wisconsin; the motion carried by roll call vote.

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

22. ORDINANCE 2023-04 AMENDING CHAPTERS 85 PLAN COMMISSION & 200 INTOXICATING LIQUOR AND FERMENTED MALT BEVERAGE OF THE TOWN CODE:

Motion by Caswell, seconded by Hamilton, to adopt Ordinance 2023-04 Amending Provisions of Chapters 85 and 200 the Code of the Town of Holland, Sheboygan County, Wisconsin; the motion carried by unanimous roll call vote.

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

23. ORDINANCE 2023-05 CREATING CHAPTER 8 BOARDS & COMMITTEES OF THE TOWN CODE:

Motion by Lammers, seconded by Hamilton, to adopt Ordinance 2023-05 Creating Chapter 8 of the Code of the Town of Holland, Sheboygan County, Wisconsin; the motion carried by

unanimous roll call vote.

24. PREVIEW OF ORDINANCE 2023-06 AMENDING CHAPTER 330 ZONING OF THE TOWN CODE:
The Town Board previewed a draft version of Ordinance 2023-06 Amending Chapter 330 Zoning of the Town Code.

25. ONGOING ISSUES:

a. MANAGING SHORT-TERM RENTAL (STR) LICENSES:

A report detailing the license and ordinance compliance status of each known short-term rental property in the Township was included in the March meeting packet. Clerk-Treasurer Janelle Kaiser mailed a letter to all current short-term rental license holders earlier this month to remind them of the STR license renewal period.

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

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. The Township expects to hear a decision about the grant application sometime during the 2023 calendar year.

c. ATV/UTV ROUTES AND SIGNAGE:

The Town Board discussed next steps to finalize ATV/UTV routes in the Town of Holland. The Town Board concurred that Chair Huenink should submit the necessary applications for county links in the proposed routes to the Sheboygan County Transportation Department.

d. BIPARTISAN INFRASTRUCTURE LAW FUNDING OPPORTUNITIES FOR TOWNS:

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

e. CEDAR GROVE FIRE DEPARTMENT AGREEMENT:

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

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

An update to the Holland's Town Code to codify recent ordinance changes with General Code is expected to occur soon. This topic may be discussed at a future board meeting.

g. MAINTENANCE AGREEMENT FOR SHARED ROADS WITH NEIGHBORING MUNICIPALITIES:

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

meeting.

- h. TOWN BUILDING INSPECTOR SERVICES AND FEES:
The Town Board reviewed an informational spreadsheet showing information from fee schedules to include building permit fees from surrounding municipalities. This topic may be discussed at a future board meeting.
- i. 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.
- j. DEWITT ROAD PUBLIC EASEMENT TO LAKE MICHIGAN:
Scott Siemon was present to discuss correspondence he sent to the Town of Holland addressing the public easement and use regulations at the end of Dewitt Road. The Town Board concurred that the Town Attorney should be consulted for an opinion in order to properly address some questions posed in Scott's correspondence. 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:
Supervisor Hamilton reported that several inches of water were recently discovered in the Town Hall basement. Remedial action is being taken to repair any damaged appliances and to remove the water; a sump pump is expected to be installed to prevent this in the future.
- c. ROADS:
Lammers provided information about tree removal throughout the Township due in part to a recent snowstorm.
- d. PUBLIC SAFETY:
None.
- e. CLERK-TREASURER:
 - i. Badger Books, Wisconsin's Electronic Poll Book system, have arrived at the Holland Town Hall. Training sessions for poll workers will occur in March and Badger Books will be employed at the Spring Election on April 4, 2023.
 - ii. The annual meeting of Town electors will occur on Tuesday, April 18th, 2023 at 7:30pm. Town Board Committee Chairpersons should provide their reports to be read at the annual meeting to the Clerk-Treasurer prior to the meeting so that they may be incorporated into the meeting minutes in advance.

- iii. Fieldwork for the Town's annual financial audit took place on March 7th, 2023 at the Clerk-Treasurer's office. The audit was performed by associates of Corson, Peterson, and Hamann, S.C. The Clerk-Treasurer will present information about the Town's 2022 financials at the annual meeting of Town electors.

f. CHAIRMAN:

- i. The Village of Cedar Grove has proposed a tax incremental which would require an annexation of land from the Town of Holland. Chair Huenink provided a brief update about the Village's progress with the proposal.
- ii. Every legislative session, in the spring of odd numbered years, the Wisconsin Towns Association's (WTA) Town Advocacy Council (TAC) hosts a Capitol Day in Madison. Capitol Day is an opportunity to personally meet with legislators and their staff in Madison to help them understand the needs and challenges of town government. Chair Huenink and Supervisor Lammers plan to attend.
- iii. Chair Huenink discussed Board of Review (BOR) training opportunities from the WTA and the UW-Local Government Center. BOR training resources will be ordered from the UW-Local Government center as soon as they become available.

27. PUBLIC INPUT:

None.

28. CORRESPONDENCE:

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

29. ADJOURN:

Motion by Hamilton, seconded by Caswell, to adjourn the meeting at 9:56pm; the motion carried by unanimous voice vote.