

TOWN OF HOLLAND BOARD OF SUPERVISORS
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING
HOLLAND TOWN HALL, W3005 COUNTY ROAD G, CEDAR GROVE, WI 53013
Monday, April 10th, 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, Brody Stapel and Kelly Caswell
 - b. Members Absent: None
 - c. Others Present: Clerk-Treasurer Janelle Kaiser
 - d. Members of the public that signed in: Jared Stensby of Alliant Energy and Tom Birenbaum
5. ADOPT AGENDA AS OFFICIAL ORDER OF BUSINESS:
Chair Huenink recommended that agenda item 19c be discussed following agenda item 13 as shown on the agenda presented at the April 10th, 2023 board meeting. Motion by Lammers, seconded by Hamilton, to accept Chair Huenink's recommendation and adopt the agenda for the April 10th, 2023 board meeting as presented; the motion carried by unanimous voice vote.
6. DISCUSSION AND APPROVAL OF MINUTES:
Motion by Hamilton, seconded by Lammers, to approve the minutes from the March 13th, 2023 board meeting as presented during the April 10th, 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 Lammers, seconded by Caswell, to approve the March 2023 financial/treasurer's report as presented; the motion carried by unanimous voice vote.

10. APPROVAL OF VOUCHERS:

Motion by Caswell, seconded by Hamilton, to approve the April 10th, 2023 voucher listing as modified during the April 10th, 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:

a. Dan Wieskamp for multiple rezonings:

Motion by Lammers, seconded by Stapel, to accept the recommendation of the Town of Holland Plan Commission and approve the request by Dan Wieskamp to rezone 5.10 acres of parcel 59006074720 from A-3 to R-1, rezone parcel 59006075771 from A-2 to A-5, rezone approximately 0.700 acres of parcel 59006075770 from A-2 to A-5, and rezone approximately 1.040 acres of parcel 59006075780 from A-2 to A-5 as shown on the plats of survey submitted with the application. Approval of the rezoning requests is contingent upon approval and completion of the proposed boundary line adjustments by the Sheboygan County Planning and Conservation Department reflecting the boundary line changes as shown on the plat of surveys submitted with the application.

The motion carried by unanimous roll call vote. Kelly Caswell: Y; Douglas Hamilton: Y; David Huenink: Y; Stanley Lammers: Y; Brody Stapel: Y.

b. Ordinance 2023-06 Amending Chapter 330 – Zoning:

Motion by Hamilton, seconded by Caswell, to accept the recommendation of the Town of Holland Plan Commission and adopt Town of Holland Ordinance 2023-06 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. 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. Jared reported that project work may continue past 5:00pm as needed. Alliant expects the utility to be operational later this year.

Let these minutes show that the Joint Development Agreement between Alliant Energy, Sheboygan County, and the Town of Holland provides that hours of construction for the project will be between 7:00 a.m. and 7:00 p.m., Monday through Saturday, and between 10:00 a.m. and 7:00 p.m. on Sunday.

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

Chair Huenink recommended appointing Roy Teunissen and as a member of the Town of Holland Plan Commission for a 3-year term commencing May 1st, 2023 and ending on April 30th, 2026. Motion by Lammers, seconded by Hamilton, to accept Chair Huenink's recommendation to appoint Roy Teunissen as a member of the Town of Holland Plan Commission for a 3-year term commencing May 1st, 2023 and ending on April 30th, 2026; the motion carried by unanimous voice vote.

15. APPOINT BOARD MEMBER TO PLAN COMMISSION FOR ONE YEAR:

Chair Huenink recommended appointing Town Supervisor Brody Stapel and as a member of the Town of Holland Plan Commission for a 1-year term commencing April 18th, 2023 and ending on April 15th, 2024; the motion carried by unanimous voice vote.

16. APPOINT BOARD COMMITTEES FOR ONE YEAR:

Chair Huenink asked the Holland Town Board Supervisors for any comments or suggested changes to committee appointments for 2023-2024 at the April 10th, 2023 board meeting. There were no comments or suggested changes, so Chair Huenink recommended that there be no changes made to committee appointments from the prior year (2022-2023). Motion by Caswell, seconded by Hamilton, that the board committee appointments for 2023-2024 beginning on April 18th, 2023 and ending on April 15th, 2024 will be as follows: David Huenink – Plan Commission Chair, 2nd on Public Safety; Stanley Lammers – Roads Chair, 2nd on Administration and Finance; Douglas Hamilton – Sanitation/Parks & Property Chair, 2nd on Roads; Kelly Caswell – Public Safety Chair, 2nd on Sanitation/Parks and Property; Brody Stapel – Administration and Finance Chair, 2nd on Plan Commission. The motion carried by unanimous voice vote.

17. REVIEW/UPDATE THE FEE SCHEDULE:

No information to report.

18. CONTRACT WITH ASSOCIATED APPRAISAL FOR ASSESSMENT SERVICES:

Motion by Huenink, seconded by Lammers, to authorize Chair Huenink to sign the proposed Associated Appraisal 2024-2028 Assessment Maintenance Contract to Associated Appraisal as modified during the April 10th, 2023 board meeting to include striking the automatic renewal clause; the motion carried by unanimous roll call vote. Clerk-Treasurer Janelle Kaiser will send the signed agreement to Associated Appraisal.

19. 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 April meeting packet.

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 a previously submitted grant application sometime during the 2023 calendar year. The Town may consider applying for future grant opportunities for this project, such as the USDA Community Connect Grant. Chair Huenink will contact Bertram for an update and report back to the Town Board at a future meeting.
- c. **ATV/UTV ROUTES AND SIGNAGE:**
Chair Huenink submitted the necessary application for county links in the proposed routes to the Sheboygan County Transportation Committee for their review at an April 10, 2023 meeting. Chair Huenink attended that meeting and provided additional information as needed. The Committee approved all the county links requested. Chair Huenink will work with the town DPW department to identify required ATV Route signage so it can be ordered.
Tom Birenbaum reported that Tim Rohrer will meet with the Township to discuss sign quantity and location for the ATV/UTV routes when they are finalized.
 - 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:**
The Town Board authorized Clerk-Treasurer Janelle Kaiser to obtain a quote for an update to the Holland's Town Code to codify recent ordinance changes with General Code at the April 10th, 2023 board meeting.
 - g. **MAINTENANCE AGREEMENT FOR SHARED ROADS WITH NEIGHBORING MUNICIPALITIES:**
The Town Board reviewed a template for a maintenance agreement for shared roads with neighboring municipalities. The Town Board concurred that the templates should be filled out and sent to the following municipalities for shared roads with the Town of Holland: Village of Cedar Grove (Palmer Road), Village of Oostburg (DeMaster Road), Town of Lima (Holland-Lima Road), Town of Sherman (Mill Road).
 - 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:
No new information to report. This topic may be discussed at a future board meeting.

20. COMMITTEE, CLERK-TREASURER AND CHAIRMAN REPORTS:

a. ADMINISTRATION AND FINANCE:

None.

b. PARKS AND PROPERTY:

A sump crock and sump pump were recently installed in the Town Hall basement to prevent flooding issues. It is likely that the Town will hire someone to cut a channel into the basement floor for excess water to run towards the sump crock. Further long-term remedial action may be taken to address water collection in the Town Hall basement, such as locating tile lines from neighboring fields and requesting approval to re-route them, possibly towards the road.

Chair Huenink briefly discussed low lake levels causing issues with the Amsterdam Park boat launch. This will be discussed further at the Amsterdam Park Commission meeting on April 17th, 2023.

c. ROADS:

The monthly roads report was included in the April 2023 board meeting packet.

d. PUBLIC SAFETY:

None.

e. CLERK-TREASURER:

- i. A brief report about the Spring Election and the implementation of Badger Books was provided.
- ii. The Town of Holland will host a Badger Books Informational Session on April 20th, 2023 for Sheboygan County municipal clerks as well as the county clerk.
- iii. 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.
- iv. The Town of Holland's 2023 Open Book Session with Associated Appraisal will occur on May 9th, 2023 from 12pm to 2pm via telephone. The 2023 Board of Review will occur on June 7th, 2023 from 4:00pm to 6:00pm at the Holland Town Hall. Property owners should visit www.townofholland.com for details.

- v. 2023 Board of Review training materials from the University of Wisconsin Local Government Center are available in the Clerk-Treasurer's office for the Town Board members to take home and view.

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. Chair Huenink reported that he attended a recent meeting of the Joint Committee on Finance in Waukesha but was not given an opportunity to speak due to time constraints.
- iii. Chair Huenink reminded Town Board Supervisors of the Wisconsin Towns Association Spring Workshop for Town Officials on May 17th, 2023 in Fond du Lac. Town Board members who wish to attend should contact Janelle Kaiser so their registration may be processed.

21. PUBLIC INPUT:

None.

22. CORRESPONDENCE:

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

23. ADJOURN:

Motion by Caswell, seconded by Lammers, to adjourn the meeting at 10:03pm; the motion carried by unanimous voice vote.