

TOWN OF HOLLAND BOARD OF SUPERVISORS
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING
HOLLAND TOWN HALL, W3005 COUNTY ROAD G, CEDAR GROVE, WI 53013
Monday, August 14th, 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, Michael Czysh, Heather DeRuyter, and Tom Birenbaum
5. ADOPT AGENDA AS OFFICIAL ORDER OF BUSINESS:
Chair Huenink recommended that agenda item 15 and 23d be discussed following agenda item 12 as shown on the agenda presented at the August 14, 2023 board meeting. Motion by Stapel, seconded by Lammers, to adopt the agenda for the August 14, 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 July 17, 2023 board meeting as presented during the August 14, 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:
 - a. Michael Czysh stated that he had a conversation with a Town Board member and a Town of Holland employee earlier this month regarding a tree planting he would like his neighbor to complete to buffer his view of solar panels from his parcel. Michael would like his neighbor to plant white spruce trees. He stated that he has never met

his neighbor but is prepared to speak with the neighbor about the tree planting, which he believes should take place on his neighbor's property.

Michael also expressed frustration with the Township's ability to assemble logic and moral consensus for the future and provided a quote from Thessalonians. He mentioned an article in the Sheboygan Press which discussed the Onion River Solar Project that he seemed not to agree with; Chair Huenink suggested that he could write a letter to the editor expressing his opinion.

9. FINANCIAL/TREASURER'S REPORT:

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

10. APPROVAL OF VOUCHERS:

Motion by Lammers, seconded by Caswell, to approve the August 14, 2023 voucher listing as modified during the August 14, 2023 board meeting to include one invoice addition; 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. ONION RIVER ELECTRICAL UTILITY UPDATE:

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. Project completion is currently anticipated in late September or early October. Jared reported that Alliant is working to address a noisy inverter in "Field 8" at the project; Alliant will install a sound barrier wall for the inverter due to its proximity to a nearby residence.

Chair Huenink reported that Alliant energy would like to place 2 shipping containers at the project's substation site. He also reported that he reviewed the ordinance that addresses shipping containers with the Town Zoning Administrator, who agreed that Alliant's proposal would align with Town ordinances as long as the requirements of Holland Town Code Chapter 330-12G. are met.

Supervisor Lammers and Director of Public Works and Property Nate Voskuil will contact Sheboygan County and begin an initial review of road conditions along the prescribed construction traffic route used for the solar project.

13. PLAN COMMISSION RECOMMENDATIONS:

a. REZONING FOR KEITH HEUVER:

Motion by Stapel, seconded by Caswell, to accept the recommendation of the Holland Plan Commission and approve the request by Keith Heuver to rezone parcel 59006064091 from A-2 to A-1, contingent upon approval and completion of the proposed boundary line adjustment by the Sheboygan County Planning and Conservation Department reflecting the boundary line changes as shown on the plat of survey submitted with the application.

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

b. ORDINANCE 2023-08 TO AMEND HOLLAND TOWN CODE CHAPTER 330 ZONING:

Motion by Lammers, seconded by Hamilton, to accept the recommendation of the Holland Plan Commission and adopt Town of Holland Ordinance 2023-08 Amending Provisions in Chapter 330 of the Code of the Town of Holland, Sheboygan County, Wisconsin. The motion carried by unanimous roll call vote.

14. PROPOSED ORDINANCE 2023-09 TO AMEND HOLLAND TOWN CODE CHAPTER 330 ZONING:
The Town Board performed an initial review of proposed Ordinance 2023-09 at the August 14, 2023 board meeting. This topic may be discussed at a future board meeting.

15. FIREWORKS PERMIT APPLICATION BY HEATHER AND TRAVIS DERUYTER:

Motion by Lammers, seconded by Stapel, to approve and issue a fireworks permit for Travis and Heather DeRuyter to display Class C fireworks on September 2, 2023 or on the weather-permitting alternate dates as provided to the Town Board; the motion carried by unanimous voice vote. Clerk-Treasurer Janelle Kaiser will send letters notifying the first responding fire department and the Sheboygan County Sheriff's department of the permit issuance.

16. PROPERTY REASSESSMENT INFORMATION FROM ASSESSOR:

Clerk-Treasurer Janelle Kaiser provided information to the Town Board on behalf of the assessor regarding a recommendation for future revaluation of Town assessment of property. The assessor's current recommendation is a full external revaluation to be performed in 2024 or 2025.

17. TOWN ROAD RIGHT-OF-WAY PERMIT APPLICATION:

The Town Board reviewed a draft permit application for work performed in the Town road right-of-way and discussed possible amendments to the draft permit application. This topic may be discussed at a future board meeting.

18. REVIEW/UPDATE THE FEE SCHEDULE:

Motion by Lammers, seconded by Hamilton, to adopt Town of Holland Resolution 2023-04, Resolution Setting Fees; the motion carried by unanimous roll call vote.

19. REFUND REQUEST FOR ELECTRICAL PERMIT APPLICATION AT N905 SAUK TRAIL ROAD:

Motion by Lammers, seconded by Stapel, to authorize Clerk-Treasurer Janelle Kaiser to issue a refund for building permit voucher number 63. Let these minutes show that this electrical permit application was for a commercial project that will not be inspected by the Town of Holland Building Inspector. Going forward, an administrative permit and fee will be required for all electrical, plumbing, HVAC, remodel, and repair work on commercial property per the Town's fee schedule adopted by Town of Holland Resolution 2023-04.

Motion carried by unanimous voice vote.

20. INTERGOVERNMENTAL ROAD AGREEMENT WITH THE TOWN OF SHERMAN:

The Town Board concurred that this agenda item should be tabled for discussion at a future board meeting.

21. SHEBOYGAN COUNTY BRIDGE AID PETITION OF THE TOWN OF HOLLAND FOR CULVERTS ON KNEPPRATH ROAD AND FOSTER ROAD:

Motion by Hamilton, seconded by Lammers, to authorize Sheboygan County to petition for bridge aid for the Town of Holland on the Town's behalf for culverts on Knepprath Road and Foster Road and to accept and sign the County Bridge Aid Petition of the Town of Holland for Culverts on Knepprath Road and Foster Road; the motion carried by unanimous voice vote. Janelle Kaiser will send the signed petition to Emily Stewart of the Sheboygan County Highway Department.

22. COMMERICALLY OWNED PROPERTIES ON FOSTER ROAD & PINE BEACH ROAD:

Chair Huenink received an email about properties owned by American Orthodontics on Foster Road and Pine Beach Road which questioned whether short-term rental activity was being conducted on these properties. Janelle Kaiser will inquire about whether fees are being charged for short-term stays at these properties. This topic may be discussed at a future board meeting.

23. 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 August meeting packet. A letter was mailed on August 11, 2023 to a property owner who appears to have begun operating a short-term rental in July 2023 without a Town STR license; this may be discussed at a future board meeting.

b. LOCAL GOVERNMENT INVESTMENT POOL (LGIP) FUNDING AND INVESTMENT STRATEGIES:

The Town of Holland's LGIP has been opened. The Town Board authorized Janelle Kaiser to transfer \$500,000 from Oostburg State Bank to the Town's LGIP account at the August 14, 2023 board meeting.

c. IMPROVING BROADBAND SERVICES IN THE TOWN:

No new information to report. The Township is likely to continue to work with Bertram Communications LLC to submit applications for upcoming broadband grant opportunities. This may be discussed at a future board meeting.

d. ATV/UTV ROUTES AND SIGNAGE:

Chair Huenink reported that posts and signs have been installed to mark the ATV/UTV route throughout the Township. A few additional signs along the route are still needed.

Let these minutes show that a combined donation total of \$2,295.45 was received from the Lakeshore ATV/UTV Club and the Kettle Moraine ATV Association for the cost of signage along the Town's ATV/UTV route.

- e. FUNDING OPPORTUNITIES FOR THE TOWN:
No new information to report. This topic may be discussed at a future board meeting.
- f. CEDAR GROVE FIRE DEPARTMENT AGREEMENT:
No new information to report. This topic may be discussed at a future board meeting.
- g. SIGNAGE AND BARRICADES AT WALK-IN ACCESS TO LAKE MICHIGAN LOCATIONS:
The Town is waiting for the county surveyor to confirm property boundary lines for the easements at the 4 walk-in access to Lake Michigan locations. This topic may be discussed at a future board meeting.
- h. BUILDING PERMIT FOLLOW-UP AT N1406 PALMER ROAD:
The property owners at N1406 Palmer Road obtained an after-the-fact building permit for siding and roofing on a barn on the premises in July 2023. This topic will be removed from future agendas until further notice.

24. COMMITTEE, CLERK-TREASURER AND CHAIRMAN REPORTS:

- a. ADMINISTRATION AND FINANCE:
None.
- b. PARKS AND PROPERTY:
None.
- c. PUBLIC SAFETY:
Supervisor Caswell reported that he received numbers from the Sheboygan County Sheriff's Department for July contract hours.
- d. ROADS:
The monthly roads report was included in the August 2023 board meeting packet. Supervisor Lammers reported that the Sheboygan County Highway Department Superintendent Greg Schnell recently retired. Bryan Olson was hired as his replacement.
- e. CLERK-TREASURER:
 - i. Janelle will sign up for the WTA Fall Workshop session in Fond du Lac on September 25, 2023. Chair Huenink and Supervisor Lammers will also attend.
 - ii. Motion by Lammers, seconded by Hamilton, to authorize Janelle Kaiser to purchase the materials needed to restore the garden at the memorial located within the historical marker on Sauk Trail Road not to exceed \$1,000; the motion carried by unanimous roll call vote.
- f. CHAIRMAN:
 - i. Meetings of the Town Plan Commission, Town Board, Town Electors, and a public hearing will occur as follows in November 2023:
 - 1. Holland Plan Commission Meeting - November 6, 2023 at 6:00pm.
 - 2. Town of Holland Public Hearing for 2024 Budget – November 6, 2023 at 7:00pm.
 - 3. Town of Holland Special Elector Meeting – November 6, 2023 Immediately following the Town of Holland Public Hearing for 2024 Budget.

4. Holland Town Board Meeting – November 6, 2023 Immediately following the Town of Holland Special Elector Meeting.
- ii. Chair Huenink reported that a proposed intergovernmental agreement for shared road maintenance of DeMaster Road with the Village of Oostburg was rejected by the Village, but they may re-consider a revised agreement. This may be discussed at a future board meeting.
- iii. Chair Huenink relayed some information that was discussed at the WTA Sheboygan County Unit meeting in July 2023 to the Town Board:
 1. Information related to a road improvement program opportunity for bridges with a span of less than 20 feet in need of repair or replacement. Supervisor Lammers stated that he would follow up with any bridges in the Township meeting these specifications.
 2. A survey will be sent to municipalities throughout the county relating to fire department costs and cost sharing methods. This survey was initiated by the Town of Lyndon Chairperson.
- iv. A property owner reported an unpleasant smell relating to chemical spraying of weeds at the end of Dewitt Road near the signs and barricade for the walk-in access to Lake Michigan.
- v. A few property owners reported a white van driving aimlessly on Smies Road and Cottage Drive recently. A person driving a vehicle with a similar description approached a home on Lower Smies Road, took photos of the exterior of the property, and said that they were from a homeowner's association. The Sheboygan County Sheriff's Department has been notified of this incident.

25. PUBLIC INPUT:

None.

26. MOTION TO CONVENE IN CLOSED SESSION PURSUANT TO §19.85(1)(c), WIS. STATS., FOR THE PURPOSE OF REVIEWING EMPLOYEE COMPENSATION FOR ALL NON-ELECTED EMPLOYEES:

Motion by Hamilton, seconded by Lammers, to enter into closed session at 10:29pm; the motion carried by unanimous roll call vote.

27. RECONVENE INTO OPEN SESSION TO TAKE ACTION RELATING TO CLOSED SESSION DELIBERATIONS, IF ANY: Motion by Stapel, seconded by Caswell, to reconvene in open session at 10:45pm; the motion carried by unanimous roll call vote. Motion by Stapel, seconded by Lammers, to issue a payroll correction for Town of Holland Weed Commissioner Michael Kuffel so that the work performed in June 2023 is paid at a rate of \$30.00 per hour; the motion carried by unanimous roll call vote.

28. PUBLIC INPUT:

None.

29. CORRESPONDENCE:

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

30. ADJOURN:

Motion by Stapel, seconded by Hamilton, to adjourn the meeting at 10:48pm; the motion carried by unanimous voice vote.