

TOWN OF HOLLAND BOARD OF SUPERVISORS
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING
HOLLAND TOWN HALL, W3005 COUNTY ROAD G, CEDAR GROVE, WI 53013
Monday, October 9th, 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: Jason Chybowski, Calvin Smith, Mike Czysh, and Bob Neeb.
5. ADOPT AGENDA AS OFFICIAL ORDER OF BUSINESS:
Motion by Hamilton, seconded by Caswell, to adopt the agenda for the October 9, 2023 board meeting as presented; the motion carried by unanimous voice vote.
6. DISCUSSION AND APPROVAL OF MINUTES:
Motion by Stapel, seconded by Lammers, to approve the minutes from the September 11, 2023 board meeting as presented during the October 9, 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 addressed the board about green energy, mentioning recent peaceful protests in Marathon County and a book recommendation related to the topic. He commented that the biodegradable erosion control material used during the construction of the Onion River Solar Project should never have been used. Chair Huenink stated that the Township can mow over the biodegradable material in the road right-of-way with a reel style flail mower.

- b. Bob Neeb addressed the Town Board about his previous request for the board to review Supervisor Lammer's recusal from participating in development of the Onion River Solar Joint Development Agreement, Holland Town Code Chapter 32, and Holland Town Code Chapter 263. Chair Huenink reviewed these code sections and provided interpretation of the ordinances; specific violations of these ordinances may be brought to the Town Board's attention if a property owner observes them. Bob said that he has not received a response from Jared Stensby of Alliant Energy about previously mentioned problems with some drain tile. He asked about who will be in charge of the solar project going forward. Bob also mentioned that he observed that the ditches on some Town roads had only been mowed once this season. Chair Huenink provided that some roads could not be mowed at certain times due to construction of the solar project. Bob commented that he felt the mowing could have been completed sooner than it was.

9. FINANCIAL/TREASURER'S REPORT:

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

10. APPROVAL OF VOUCHERS:

Motion by Huenink, seconded by Lammers, to approve the October 9, 2023 voucher listing as presented during the October 9, 2023 board meeting; the motion carried by unanimous voice vote.

11. ACCOUNTS RECEIVABLE:

None.

12. PLAN COMMISSION RECOMMENDATIONS:

- a. Calvin Smith for a minor land division and multiple rezonings:
Motion by Stapel, seconded by Lammers, to accept the recommendation of the Town of Holland Plan Commission and approve the request by Calvin Smith to divide 6.5 acres of land from 59006064720 and 59006064750 and rezone it from A-1 to A-1-S, rezone 2.160 acres from 59006074720 from A-1 to A-1-S, rezone 11.340 acres of 59006064720 and 59006064750 from A-1 to APR, and rezone 59006064740 from R-1 to A-1-S, contingent upon the following items:
 - i. 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 draft map submitted with the application.
 - ii. Receipt of full legal descriptions for the resultant subject parcels.
 - iii. Sheboygan County acceptance of the plat of survey delineating 11.340 acres of land to be rezoned from A-1 to A-PR.

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

- b. Ordinance 2023-09 Amending Chapter 330 – Zoning:

Motion by Caswell, seconded by Lammers, to accept the recommendation of the

Town of Holland Plan Commission and adopt Town of Holland Ordinance 2023-09 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:

Jared Stensby of Alliant Energy was not present at the October 9, 2023 Town Board meeting. Chair Huenink said that he exchanged emails with project manager Randy Bermke of Alliant, who informed him that Jared is spending most of his time on his next construction project. Randy and Jared will serve as the Town's representatives for the solar project until the transition to the operations and maintenance team for the project has occurred. A meeting will occur between that team, Jared, and the Township to assist with the transition.

14. PRESENTATION BY GLACIERLAND RC&D REGARDING PHRAGMITES TREATMENT PROGRAM:

Jake Divine of Glacierland Research and Development addressed the Town Board via teleconference to discuss phragmites monitoring and treatment updates for the year. He also addressed the Town's interest in obtaining more information about whether a similar management program may be available for Japanese knotweed. Jake said that the program is likely available, but only if all property owners who are known to have Japanese knotweed on their property provide permissions to allow the plant to be treated. Property owners would need to commit to a multi-year treatment plan. This topic may be discussed at a future board meeting.

15. 2024 SHEBOYGAN COUNTY SHERIFF'S AGREEMENT FOR SPECIAL LAW ENFORCEMENT SERVICES:

Motion by Lammers, seconded by Hamilton, to approve and authorize Chair Huenink to sign the Sheboygan County Sheriff's Agreement for Special Law Enforcement Services to the Town of Holland for the contract period commencing on January 1, 2024 and concluding on December 31, 2024; the motion carried by unanimous voice vote.

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

The agreement had not been received at the time of the October 9, 2023 board meeting. This topic may be discussed at a future board meeting

17. REVIEW 2024 BUDGET:

The Town Board reviewed the draft budget for the year 2024. Clerk-Treasurer Janelle Kaiser will notice a budget hearing and special elector's meeting to adopt the 2023 tax levy to be collected in 2024 in the Lakeshore Weekly, The Sounder, in 3 posting places throughout the Township, and on the Town's website. Detail showing the proposed 2024 budget will be posted on the Township's website and available for viewing in the office of the Clerk-Treasurer.

18. SCHEDULE PUBLIC HEARING TO PRESENT 2024 BUDGET:

Motion by Huenink, seconded by Caswell, to schedule a public hearing to present the 2024 budget on November 6, 2023 at 7:00pm at the Town Hall; motion carried by unanimous

voice vote.

19. SCHEDULE SPECIAL ELECTORS' MEETING TO SET AND APPROVE 2023 LEVY:

Motion by Huenink, seconded by Caswell, to schedule a special electors' meeting to set and approve the 2023 tax levy to be collected in 2024 on November 6, 2023 to begin immediately after the public budget hearing scheduled to start at 7:00pm at the Holland Town Hall; motion carried by unanimous voice vote.

20. AUDITOR SELECTION FOR 2023 TOWNSHIP FINANCIAL AUDIT:

Motion by Hamilton, seconded by Stapel, to appoint Peterson, Corson, and Hamman, S.C., to perform the 2023 financial audit of the Town of Holland's financial records; the motion carried by unanimous voice vote.

21. BADGER BOOK USER MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWN OF HOLLAND AND THE WISCONSIN ELECTIONS COMMISSION:

Motion by Caswell, seconded by Hamilton, to approve and authorize Chair Huenink to sign the Memorandum of Understanding By and Between the Town of Holland, Sheboygan County (Badger Book User), and the Wisconsin Elections Commission as presented at the October 9, 2023 board meeting; the motion carried by unanimous voice vote.

22. TOWN WEBSITE DESIGN UPDATE:

Motion by Hamilton, seconded by Caswell, to accept estimate number 1108 to update the Town's website from website design provider Little Rubies as presented at the October 9, 2023 board meeting and also authorize Clerk-Treasurer Janelle Kaiser to sign the web design contract provided by Little Rubies as presented at the October 9, 2023 board meeting; the motion carried by unanimous voice vote.

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 October 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. Clerk-Treasurer Janelle Kaiser reported that the property owner informed the Township that they will no longer conduct short-term rental activities on the property at W2184 Hoftiezer Road. Janelle confirmed that online rental listings for the property have been removed from lodging marketplaces.

b. 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.

c. CEDAR GROVE FIRE DEPARTMENT AGREEMENT:

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

- d. FUNDING OPPORTUNITIES FOR THE TOWN:
No new information to report. This topic may be discussed at a future board meeting.
- e. SIGNAGE AND BARRICADES AT WALK-IN ACCESS TO LAKE MICHIGAN LOCATIONS:
The Town is currently working with the county surveyor to confirm property boundary lines for the easements at the 4 walk-in access to Lake Michigan locations. This topic may continue to be discussed at a future board meeting.
- f. INTERGOVERNMENTAL ROAD AGREEMENT WITH THE TOWN OF SHERMAN AND THE VILLAGE OF OOSTBURG:
The Town Board concurred that this agenda item should be tabled for discussion at a future board meeting.

24. COMMITTEE, CLERK-TREASURER AND CHAIRMAN REPORTS:

- a. ADMINISTRATION AND FINANCE:
The Administration and Finance committee met to discuss the 2024 budget on September 18, 2023 at 7:00pm.
- b. PARKS AND PROPERTY:
Supervisor Hamilton reported that the Parks and Property Committee met on September 28, 2023. The committee discussed hours of operation at the Town Recycling Center (R/C) and survey results. A survey was handed out to property owners at the recycling center for several weeks and asked questions about the hours of operation. The committee announced that for 2024, it is recommended that from May 1 through Labor Day, the Recycling Center would be open Saturdays from 8:00 am to 1:00 pm and Wednesdays from 4:00 pm to 7:00 pm. From January 1 to April 30th and Labor Day to December 31, 2024, the R/C would be open from 8:00 am to 4:00 pm, the current hours.
This will give a trial period to evaluate operation, possible additional costs, attendant scheduling, and public reception. After Labor Day in 2024, the committee will review operations of the weekday openings and determine hours for 2025.
- c. ROADS:
The monthly roads report was included in the October 2023 board meeting packet. Chair Huenink reported that property owner Jason Prom of Kneprath Road called about some newly planted saplings that were mowed by the Township. The Town Board concurred that the Proms should be reimbursed for the cost of the trees if they were indeed planted outside of the road right-of-way.
- d. PUBLIC SAFETY:
Supervisor Caswell reported 26.5 hours of contract time from the Sheboygan County Sheriff's Department in September 2023.
Joint meetings between the Town of Holland and the Village of Cedar Grove to discuss the Cedar Grove Fire Department agreement and budget are expected to occur soon.
- e. CLERK-TREASURER:
 - i. The memorial garden restoration project located at the historical marker on Sauk Trail Road was completed on October 9th, 2023.

- ii. Janelle will attend election administration training to prepare for 2024 elections in early November.
 - iii. The office of the Clerk-Treasurer will be closed on October 10th, 2023 and October 11th, 2023.
- 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 virtually attended the Wisconsin Towns Association Town Law Conference on October 6th, 2023. He provided some information from the conference to the Town Board, including a recommendation to add authorized personnel only signs to the doors of the Clerk-Treasurer’s office, the Director of Public Works office, the front utility closet, the records closet, the shop door, and the R/C attendant structure door.
 - iii. Chair Huenink reported that the property at N2047 South Pine Beach Road, owned by American Orthodontics, is proposed to be merged with an adjacent parcel to increase the size of the lot on which a residence is proposed for construction.

25. PUBLIC INPUT:

None.

26. CORRESPONDENCE:

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

27. ADJOURN:

Motion by Lammers, seconded by Hamilton, to adjourn the meeting at 9:45pm; the motion carried by unanimous voice vote.