

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 11th, 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:
Supervisor Lammers 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 at the Holland Town Hall 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: Gordie Seegert, Amy Seegert, and Jeffrey Freund.
5. ADOPT AGENDA AS OFFICIAL ORDER OF BUSINESS:
Motion by Hamilton, seconded by Caswell, to adopt the agenda for the December 11, 2023 board meeting as presented; the motion carried by unanimous voice vote.
6. DISCUSSION AND APPROVAL OF MINUTES:
Motion by Hamilton, seconded by Stapel, to approve the minutes from the November 6, 2023 board meeting as presented during the December 11, 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 November 2023 financial/treasurer's report as modified to re-classify the expense for the 2023 Town Code

Update from the “On Line Town Code” account to the “Ordinance Update” account during the December 11, 2023 board meeting; the motion carried by unanimous voice vote.

10. APPROVAL OF VOUCHERS:

Motion by Stapel, seconded by Lammers, to approve the December 11, 2023 voucher listing as presented during the December 11, 2023 board meeting; the motion carried by voice vote.

Let these minutes show that an address correction was made to the building inspector’s November 2023 report. The correction was to change “N1933 Smies Road” to “W1933 Smies Road.”

11. ACCOUNTS RECEIVABLE:

None.

12. PLAN COMMISSION RECOMMENDATIONS:

a. Gordon and Amy Seegert for a rezoning:

Motion by Lammers, seconded by Caswell, to accept the recommendation of the Town of Holland Plan Commission and approve Gordon and Amy Seegert’s request to rezone 0.18 acres of parcel 59006060702 from A-5 to A-2 and 0.18 acres of parcel 59006060701 from A-2 to A-5 as shown on the plat of survey submitted with their application, contingent upon completion of the boundary line adjustment by Sheboygan County as shown on the plat of survey.

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

13. INFORMATION EXCHANGE WITH SHEBOYGAN COUNTY SHERIFF’S DEPARTMENT:

A representative of the Sheboygan County Sheriff’s Department was not present at the December 11, 2023 board meeting. Chair Huenink proposed that the information exchange be postponed until Spring 2024 since there are no urgent items to address with the department. The Town Board concurred with Chair Huenink.

14. ONION RIVER ELECTRICAL UTILITY UPDATE:

Chair Huenink reported that Alliant Energy has requested to set up a time with representatives of the Town of Holland and Sheboygan County to perform a post-construction road condition review. Chair Huenink will provide contact information for the Town Roads Committee Chair and the Sheboygan County Highway Superintendent to Alliant Energy.

15. REQUEST BY JEFFREY FREUND FOR A RETAIL CLASS B COMBINATION LICENSE TO SELL INTOXICATING LIQUOR AND FERMENTED MALT BEVERAGES AT BLUE BARN ON THE GREEN, W1841 COLE ROAD, OOSTBURG, WI 53070:

Motion by Lammers, seconded by Hamilton, to approve the request made by Jeffrey Freund for a Retail Class B Combination Liquor License to sell intoxicating liquor and fermented malt beverages at Blue Barn on the Green located at W1841 Cole Road, Oostburg, WI,

53070, valid from December 11, 2023 through June 30, 2024; the motion carried by unanimous roll call vote.

Let these minutes show that this license issuance is classified as a "Reserve Class B" liquor license.

16. ESTABLISHMENT OF 2024 DESIGNATED RESERVE FUNDS TO INCLUDE 2023 CARRY

FORWARDS:

Motion by Lammers, seconded by Caswell, to fund designated reserves for 2024 as follows:

- a. A designated reserve for public safety expenditures in the amount of \$275,458.34; \$38,899.08 of the reserve amount is a carry forward from the Public Safety designated reserve balance as of December 11th, 2023 and \$236,559.26 is equal to the amount of unused funds budgeted for Public Safety expenditures in 2023.
- b. A designated reserve for expenditures related to future assessment services in the amount \$13,000; the total reserve amount is a carry forward from the General Government – Assessor designated reserve balance as of December 11th, 2023.
- c. A designated reserve for expenditures related to Holland Town Hall Improvements in the amount of \$79,851.56; \$79,251.93 of the reserve is a carry forward from the Town Hall Improvements designated reserve balance as of December 11th, 2023 and \$599.63 is equal to the amount of unused funds budgeted for General Government – Town Hall Improvements in 2023.
- d. A designated reserve for transportation expenditures in the amount of \$575,318.39; \$513,440.79 of the reserve is a carry forward from the Transportation designated reserve balance as of December 11th, 2023 and \$61,877.60 is equal to the amount of unused funds budgeted for transportation expenditures in 2023.

The motion carried by unanimous roll call vote.

17. APPOINT ELECTION INSPECTORS FOR A 2-YEAR TERM FROM JANUARY 1, 2024 THROUGH DECEMBER 31, 2025:

Chair Huenink nominated the people on the list included in the meeting packet to become election inspectors with each person serving a two-year term that begins on January 1, 2024. Motion by Caswell, seconded by Hamilton, to accept Chair Huenink's nominations and appoint twenty-five election inspectors, as shown on the listing provided to the Town Board in the December 11, 2023 board meeting packet, for a two-year term to begin on January 1, 2024 and end on December 31, 2025; the motion carried by unanimous roll call vote.

18. REVIEW/UPDATE THE FEE SCHEDULE:

The Town Board concurred that there are no necessary updates to the Town's fee schedule at this time.

19. ONGOING ISSUES:

- a. MANAGING SHORT-TERM RENTAL (STR) LICENSES:
No new information to report.
- 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. A joint meeting between the Town of Holland and the Village of Cedar Grove to discuss the Cedar Grove Fire Department agreement is expected to occur soon. 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:
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:
None.
- c. ROADS:
Supervisor Lammers provided preliminary information about a project to repair a box culvert on Sauk Trail Road over Barr Creek . This may be discussed at a future board meeting.
- d. PUBLIC SAFETY:
Chair Huenink reported the following information:
 - i. A direct mailing to all property owners within the Oostburg First Responders district was sent in November 2023 by the Town of Holland on behalf of Oostburg First Responders. Several responses from individuals interested in volunteering with Oostburg First Responders were received in response to the direct mailing.
 - ii. The Village of Cedar Grove is increasing water rates for all customers, including public fire protection customers, by 8%, effective March 20, 2024.
 - iii. Oostburg Fire Department received a \$10,000 grant from Alliant Energy to be used for the purchase of fire protection equipment.
- e. CLERK-TREASURER:
Janelle Kaiser reported the following information:
 - i. The Town of Holland's accounting software and payroll service provider, Intuit, recently announced increased pricing for products and services in 2024. A report showing price increases and various product and service options was provided in the December 11, 2023 board meeting packet. The Town Board concurred with the Clerk-Treasurer's recommendation to

continue to use Intuit's product and service offering, specifically the QuickBooks Desktop Enterprise Subscription, for the year 2024 and to research other potential vendors to be considered in future years.

- ii. Attendance at a 3-day election administration training hosted by University of Wisconsin Green Bay from November 8-10, 2023.
 - iii. Annual election inspector training sessions will be hosted at the Holland Town Hall in January 2024.
 - iv. A representative of the Lakeshore ATV/UTV Club contacted Janelle about the Town's interest in applying to Sheboygan County to request the addition of County Road K within the Town of Holland to the Town's ATV/UTV route, as the Town of Belgium is considering requesting to add County Road K to their ATV/UTV via Ozaukee County. The Town Board expressed no concerns about applying to add County Road K to the Town's route in the future.
- f. CHAIRMAN:
Chair Huenink thanked the Town Board for their efforts in 2023 and wished everyone a happy holiday season.

21. PUBLIC INPUT:

None.

22. CORRESPONDENCE:

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

23. ADJOURN:

Motion by Lammers, seconded by Hamilton, to adjourn the meeting at 9:18pm; the motion carried by unanimous voice vote.