

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 8th, 2024 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 at the Holland Town Hall and on the Town's website.
4. ROLL CALL:
 - a. Members Present: Town Chairman David Huenink, Town Supervisors Kelly Caswell, Douglas Hamilton, Stanley Lammers, and Brody Stapel.
 - b. Members Absent: None.
 - c. Others Present: Clerk-Treasurer Janelle Kaiser.
 - d. Members of the public that signed in: Jack Stokdyk and Mike VanDriest.
5. ADOPT AGENDA AS OFFICIAL ORDER OF BUSINESS:
Chair Huenink proposed that agenda item 15 be discussed following agenda item 22. Motion by Stapel, seconded by Hamilton, to adopt the agenda for the April 8, 2024 board meeting as modified to discuss agenda item 15 following agenda item 22; the motion carried by unanimous voice vote.
6. DISCUSSION AND APPROVAL OF MINUTES:
Motion by Lammers, seconded by Hamilton, to approve the minutes from the March 11, 2024 and March 25, 2024 board meetings as presented during the April 8, 2024 board meeting; the motion carried by voice vote.
7. RECORD RETENTION CERTIFICATION:
Clerk-Treasurer Janelle Kaiser certified that everything is up to date.
8. PUBLIC INPUT:
Mike VanDriest was present to report an agricultural drainage tile issue caused by construction of the Onion River Solar Electrical Utility. Chair Huenink stated that a post-construction drainage review is expected to occur soon and that this issue should be brought to Alliant's attention. Mike provided his contact information for follow-up. Mike VanDriest also commented on damage to Holland-Lima Road near Harter's Lakeside

Disposal, saying that the cost for those repairs should not be billed to the Town of Holland.

9. NEW STATE LEGISLATORS:

Wisconsin State Senator Dan Feyen was present to introduce himself as the new District 20 Representative for the Town of Holland. Dan provided some background information about himself and his career as well as current priorities and objectives in his position. He welcomed constituents of the Town to contact him and provided a flyer, business card, and a copy of the new District 20 map to the Town Clerk-Treasurer. These materials are available for viewing at the Town office.

10. FINANCIAL/TREASURER'S REPORT:

Motion by Lammers, seconded by Caswell, to approve the March 2024 financial/treasurer's report as presented during the April 8, 2024 board meeting; the motion carried by unanimous voice vote.

11. APPROVAL OF VOUCHERS:

Motion by Lammers, seconded by Caswell, to approve the April 8, 2024 voucher listing as presented during the April 8, 2024 board meeting; the motion carried by unanimous voice vote.

12. ACCOUNTS RECEIVABLE:

None.

13. PLAN COMMISSION RECOMMENDATIONS:

a. REQUEST BY THOMAS AND JANET MCMULLEN FOR A MINOR LAND DIVISION AND REZONINGS:

Motion by Stapel, seconded by Caswell, to accept the recommendation of the Town of Holland Plan Commission and approve the request by Thomas and Janet McMullen for a minor land division and rezonings at N2050 County Road GW (parcel 59006062260, 9.560 acres, zoned A-2) and County Road A South (parcel 59006062250, 28.96 acres, zoned A-1) to divide 3.813 acres from parcel 59006062260 and rezone those 3.813 acres from A-2 to A-5 and rezone 0.167 acres of parcel 59006062250 from A-1 to A-PR as shown on the draft certified survey map submitted with the application, conditional upon the following items:

- i. Receipt of a signed agreement from the property owners stating that construction of a single-family residence on the proposed 3.980-acre parcel shall begin within 2 years of the date that the agreement is signed, or that the existing accessory structure that would be present on the proposed 3.980-acre parcel following the minor land division will be razed or converted to be used primarily for agricultural purposes within 2 years of the date that the agreement is signed. The agreement should include an option for a one-year extension if approved by the Plan Commission.

Let these minutes show that this agreement is required because, per Town ordinances, an accessory structure cannot exist on a parcel without an existing or under-construction single-family residence. However, an

agricultural-use structure can exist without a residence if the parcel is in agricultural zoning.

- ii. Approval of the rezoning request is contingent upon the certified survey map being approved and executed by Sheboygan County.

Let these minutes show that Supervisor Stanley Lammers recused himself from voting on this agenda item.

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

14. ONION RIVER ELECTRICAL UTILITY UPDATE:

A post-construction road study is expected to be performed by Delmore Consulting on behalf of Alliant Energy during the week of April 8, 2024. A post-construction drainage review is expected to be performed by Merjent to review how ditches and waterways were affected by construction of the Onion River Solar Electrical Utility in the coming weeks.

15. PURCHASE MINI EXCAVATOR, TRAILER, AND LOADER:

The Town Board concurred that a mini excavator, trailer, and loader would be a good option for future replacement of the Town's current backhoe, however, the purchase of this equipment was not included in the 2024 budget and the existing backhoe is still operational. They also concurred that further research is needed into any available municipal discounts for the equipment, as well as price comparisons in relation to several factors including equipment brand, usage hours, and size.

16. APPOINT TOWN BOARD MEMBER TO PLAN COMMISSION FOR ONE-YEAR TERM:

Chair Huenink recommended appointing Town Supervisor Brody Stapel as a member of the Town of Holland Plan Commission for a 1-year term commencing April 16, 2024 and ending on April 15, 2025.

Motion by Hamilton, seconded by Lammers, to accept Chair Huenink's recommendation and appoint Supervisor Brody Stapel as a member of the Town of Holland Plan Commission for a 1-year term commencing April 16, 2024 and ending on April 15, 2025; the motion carried by unanimous voice vote.

17. APPOINT TOWN PLAN COMMISSION FOR EXPIRING 3-YEAR TERMS:

Chair Huenink recommended appointing Jack Stokdyk and David Mueller as members of the Town of Holland Plan Commission for a 3-year term commencing May 1, 2024 and ending on April 30, 2027.

Motion by Caswell, seconded by Hamilton, to accept Chair Huenink's recommendation and appoint Jack Stokdyk and David Mueller as members of the Town of Holland Plan Commission for a 3-year term commencing May 1, 2024 and ending on April 30, 2027; the motion carried by unanimous voice vote.

18. APPOINT TOWN BOARD COMMITTEES FOR ONE YEAR:

Chair Huenink asked the Holland Town Board Supervisors for any comments or suggested changes to committee appointments for 2024-2025 at the April 8, 2024 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. Motion by Stapel, seconded by Lammers, that the board committee appointments for 2024-2025 commencing on April 16, 2024 and ending on April 15, 2025 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.

19. TOWN ELECTOR MEETING AGENDA:

The Town Board concurred that two items should be added to the agenda for the annual meeting of Town electors to take place on Tuesday, April 16, 2024 as follows:

- a. Exchange of Town road right-of-way land at parcels 59006060331 and 59006063682.
- b. Broadband Internet availability.

20. ORDINANCE AMENDING HOLLAND TOWN CODE CHAPTER 8:

Motion by Lammers, seconded by Stapel, to adopt Town of Holland Ordinance 2024-03, An Ordinance Amending Provisions of Chapter 8 of the Code of the Town of Holland, Sheboygan, Wisconsin; the motion carried by unanimous roll call vote.

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

21. STATUS OF PROPERTY AND BUILDINGS AT W1645 SMIES ROAD:

The Town Board reviewed a non-compliance inspection report from Town Building Inspector Tom Huenink for the property at W1645 Smies Road. They also reviewed two letters from Sheboygan County that were sent to the property owner.

No action was taken, as the action items provided to the property owner by Sheboygan County would correct some of the non-compliance if completed, however, this item is likely to be discussed at a future board meeting.

22. ONGOING ISSUES:

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

No new information to report.

b. IMPROVING BROADBAND SERVICES IN THE TOWN:

Chair Huenink reported that Sheboygan County may award a contract to a service provider to provide broadband service to the greatest number of unserved/underserved residences in the target area of the Town of Holland at a cost not to exceed \$2,000,000. Additional details can be found in the April 16th, 2024 Town Elector meeting minutes and the March 25th, 2024 meeting minutes.

c. CEDAR GROVE FIRE DEPARTMENT AGREEMENT:

One paragraph was added to the draft agreement. This topic may continue to be discussed at a future board meeting.

d. FUNDING OPPORTUNITIES FOR THE TOWN:

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

- e. SIGNAGE AND BARRICADES AT WALK-IN ACCESS TO LAKE MICHIGAN LOCATIONS:
No new information to report. 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:
An intergovernmental road agreement for Mill Road in the Town of Sherman and the Town of Holland will be sent to Town of Sherman for their signature. Chair Huenink reported that the Village of Oostburg has decided not to enter into an intergovernmental road agreement with the Town of Holland for DeMaster Road at this time.
- g. BUILDING PERMIT FOR NEW RESIDENCE ON DEWITT ROAD:
A building permit for a new residence at N1761 Dewitt Road expired on December 29, 2023. A letter has been sent to the property owners to inform them of the expired building permit and of the requirement to obtain a new building permit before any further construction can continue. Following receipt of information provided by the Town Building Inspector, the Town Board concurred that Town Attorney Eric Eberhardt should be contacted for advice on how to proceed with the permit, as the Town has concerns about possible moisture or mold damage to the unfinished residence.
- h. EXCHANGE OF TOWN OWNED ROAD RIGHT-OF-WAY:
A trade of equal amounts (0.150 acres) of Town road right-of-way land along Kappers Rd and DeMaster Rd has been proposed. The land trade benefits both the Town and the property owner, Brian Bruggink. It would enable the Town to complete a road betterment project along a section of the north side of DeMaster Rd to provide better drainage and improve the shoulder to provide better side support of the road. The two areas would both be rezoned appropriately. The Town Board concurred that the application fees for any application to exchange Town owned road right-of-way should be waived. This item will be on the agenda for the annual meeting of Town Electors on April 16, 2024.

23. COMMITTEE, CLERK-TREASURER AND CHAIRMAN REPORTS:

- a. ADMINISTRATION AND FINANCE:
None.
- b. PARKS AND PROPERTY:
 - i. REQUEST TO DONATE BENCH TO AMSTERDAM PARK:
No new information to report.
- c. PUBLIC SAFETY:
Supervisor Caswell reported that contract hours with the Sheboygan County Sheriff's Department will start next month. He reported that the department responded to 65 calls in January, 69 calls in February, and 70 calls in March. A representative of the department may be present at a future board meeting to discuss any objectives to focus on in the new contract year.
- d. ROADS:
A written report was provided by Department of Public Works and Property Nate Voskuil in the April 8, 2024 board meeting packet.

e. CLERK-TREASURER:

- i. The annual meeting of Town Electors will be held on Tuesday, April 16th, 2024 at the Holland Town Hall at 7:30pm. Janelle reminded committee chairpersons to provide their reports to her prior to the annual meeting so that they may be incorporated into the meeting minutes in advance.
- ii. The 2023 financial audit report to be prepared by Corson, Peterson, and Hammann, S.C., will be sent to board members prior to the annual meeting. A hard copy will be provided to the board members at the annual meeting. An abbreviated version of the 2023 financial statements will be provided to electors at the annual meeting and presented by Janelle Kaiser for approval.
- iii. Administration of the April 2, 2024 election went well.
- iv. A public information meeting will be held at the Holland Town Hall on May 13th, 2024 at 7:00pm to honor Roger Te Stroete and Phil Meerdink for their years of public service.

f. CHAIRMAN:

Chair Huenink reported that he served as a poll worker at the April 2, 2024 election. He reported that the election administration went well, to include use of Badger Books electronic poll books, and that the polling place needs at least 3 additional voting booths.

24. PUBLIC INPUT:

Supervisor Stapel reported that a resident contacted him about their neighbor's ducks wandering on nearby property and near the roadway.

25. CORRESPONDENCE:

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

26. ADJOURN:

Motion by Hamilton, seconded by Caswell, to adjourn the meeting at 10:12pm; the motion carried by voice vote.