

TOWN OF HOLLAND BOARD OF SUPERVISORS  
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING  
HOLLAND TOWN HALL, W3005 COUNTY ROAD G, CEDAR GROVE, WI 53013  
Monday, June 10<sup>th</sup>, 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, Ann Rauwerdink, Bill Rauwerdink, Judy Britton, Larry Britton, Dave Valenti, Scott Davis, Nicola Davis, and Carl Weingaertner.
5. ADOPT AGENDA AS OFFICIAL ORDER OF BUSINESS:  
Motion by Caswell, seconded by Lammers, to adopt the agenda for the June 10, 2024 board meeting as presented; 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 May 13, 2024 board meeting as presented during the June 10, 2024 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. Dave Valenti provided public comments in reference to a new dwelling being constructed at N2047 Pine Beach Road South. Dave opined that the project is a clear non-conforming business use and requested that the Town stop construction of the structure. He provided comments about the design of the structure, saying that the long hallways and number of bedrooms makes it look like a hotel or hospitality

- center. Dave commented that the intended use for the structure was made clear to the Town last year and inquired about the Town's liability to the owner for the cost of construction if a judge determined that the owner's proposed use was non-conforming.
- b. Larry Britton spoke in support of Dave Valenti's comments and added that there were problems with the building permit issuance timeline for the structure at N2047 Pine Beach Road South. The Town building permit should not have been issued prior to the 2 subject parcels being merged to become one parcel at N2047 Pine Beach Road South. Larry requested a stay in the building permit until a determination about how to proceed with this information can be made. He also commented that the proposed requirement for guests of the home to take a factory tour of American Orthodontics is a commercial aspect of its proposed use. Larry inquired about whether American Orthodontics has been contacted to be made aware of the community's concerns.
  - c. Ann Rauwerdink spoke in support of Dave Valenti and Larry Britton's comments.
  - d. Bill Rauwerdink inquired about the definition of a short-term rental.
  - e. Jack Stokdyk provided public comments in reference to the Town's fee schedule. He encouraged the Town Board to consider increasing the project value threshold for when a building permit is required to be obtained from \$1,000 to \$2,500 due to increased costs of construction and building materials, noting that it has been several years since this number was updated for inflation. Jack also inquired about whether the requirement to obtain a building permit for siding, roofing, and windows is necessary, as this type of work is often considered to be maintenance when replacing something of the same size or material. Jack also commented that he has obtained these types of permits and did not observe a building inspection following completion of the construction.
  - f. Carl Weingaertner inquired about proposed ordinance revisions that he previously submitted via email.

9. FINANCIAL/TREASURER'S REPORT:

Motion by Stapel, seconded by Lammers, to approve the May 2024 financial/treasurer's report as presented during the June 10, 2024 board meeting; the motion carried by unanimous voice vote.

10. APPROVAL OF VOUCHERS:

Motion by Stapel, seconded by Lammers, to approve the June 10, 2024 voucher listing as modified during the June 10, 2024 board meeting to include 1 invoice addition to Factory Motor Parts; the motion carried by unanimous voice vote.

11. ACCOUNTS RECEIVABLE:

None.

12. PLAN COMMISSION RECOMMENDATIONS:

None.

13. ONION RIVER ELECTRICAL UTILITY UPDATE:

A post-construction road study was recently performed by Delmore Consulting on behalf of Alliant Energy. A summary report of the road study was provided to the Town Board on May 13, 2024. The Holland Town Board Roads Committee met on May 15, 2024 to review the results of the study and sent a report in response to Alliant. Supervisor Lammers said that road repairs for some of the affected Town roads will begin in early July, so reaching consensus with Alliant Energy about the necessary road repairs and associated costs is time sensitive.

Chair Huenink reported that Alliant has discovered a motor failure within the utility, which affects some functionality of the solar panels. Alliant has reported that the motor is under warranty and will be serviced by the manufacturer.

Supervisor Stapel commented on the height of the vegetation within the fenced in areas of the utility and stated that mowing within those areas should be completed soon.

14. FIREWORKS PERMIT APPLICATION FOR WINDMILL BEACH ASSOCIATION (RICK SCHLERETH, JOHN SWART) AT N936 WINDMILL BEACH ROAD:

Motion by Stapel, seconded by Lammers, to approve a fireworks permit for Rick Schlereth and John Swart of the Windmill Beach Association to display Class C fireworks at N936 Windmill Beach Road on July 4, 2024 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.

15. REQUEST BY JOEL ACCATHARA FOR A RETAIL CLASS A LICENSE TO SELL INTOXICATING LIQUOR AND FERMENTED MALT BEVERAGES AND A LICENSE TO SELL CIGARETTES, ELECTRONIC VAPING DEVICES, AND TOBACCO PRODUCTS AT CEDAR GROVE OASIS, N905 SAUK TRAIL ROAD, CEDAR GROVE, WI: Motion by Lammers, seconded by Stapel, to approve the requests made by Joel Accathara for a Retail "Class A" License to sell intoxicating liquor and fermented malt beverages and a cigarette, electronic vaping device, and tobacco products license at Cedar Grove Oasis located at N905 Sauk Trail Road, Cedar Grove, WI, 53013, valid from July 1, 2024 through June 30, 2025; the motion carried by unanimous voice vote.

16. REQUEST BY NICHOLAS BICHLER FOR A RETAIL CLASS B LICENSE TO SELL INTOXICATING LIQUOR AND FERMENTED MALT BEVERAGES AT MIRROR BAR, LOCATED AT W4254 COUNTY HWY K, RANDOM LAKE, WI: Motion by Stapel, seconded by Caswell, to approve the request made by Nicholas Bichler for a Retail "Class B" License to sell intoxicating liquor and fermented malt beverages at Mirror Bar located at W4254 County Road K, Random Lake, WI 53075, valid from July 1, 2024 through June 30, 2025; the motion carried by unanimous voice vote.

17. REQUEST BY JEFFREY FREUND FOR A RETAIL CLASS B 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” 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 July 1, 2024 through June 30, 2025; the motion carried by unanimous voice vote. Let these minutes show that this license issuance is classified as a Reserve “Class B” liquor license.

18. REVIEW/UPDATE THE FEE SCHEDULE:

Motion by Stapel, seconded by Lammers, to adopt Town of Holland Resolution 2024-02, Resolution Setting Fees; the motion carried by unanimous roll call vote.

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

Let these minutes show that the fee schedule was adopted by resolution with amendments as presented during the June 10, 2024 board meeting and as modified during the June 10, 2024 board meeting to include increasing the project value threshold for when a building permit is required to be obtained from \$1,000 to \$2,500.

19. ONGOING ISSUES:

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

No new information to report.

b. NEW CONSTRUCTION ON PINE BEACH ROAD SOUTH:

Chair Huenink reported the following information in reference to the dwelling at N2047 Pine Beach Road South.

i. Building permit Issuance Timeline.

The Town building permit for the dwelling should not have been issued prior to the previously separate parcels being merged by Sheboygan County. While the Town building permit was issued prematurely in error, the parcel merger was completed several months ago, shortly after the building permit was issued.

ii. Proposed Use of the Dwelling.

The Town Attorney has been contacted for a legal opinion regarding the proposed use of the dwelling at N2047 Pine Beach Road South.

The Town Board briefly discussed ordinance revisions in the R-1 zoning district submitted by Carl Weingaertner in reference to the proposed use of the property at N2047 Pine Beach Road South and any properties that propose similar uses in the future. The Town Board concurred that the proposed ordinance revisions, which included regulating promotional activities and businesses with foreign registrations in the R-1 zoning district, would conflict with several allowed uses already existing in that district, such as short-term rentals and home occupations.

c. IMPROVING BROADBAND SERVICES IN THE TOWN:

The Town Board briefly discussed details of the contract that Sheboygan County awarded to Charter Communications, also known as Spectrum, to provide broadband service via fiber installation to the greatest number of unserved/underserved residences in the Town of Holland at a cost not to exceed

\$2,000,000.

- d. CEDAR GROVE FIRE DEPARTMENT AGREEMENT:  
Chair Huenink reported that the Cedar Grove Village Board approved the Cedar Grove Fire Department Agreement Jointly Owned and Operated by and Between the Village of Cedar Grove and the Town of Holland as presented at their June 10, 2024 board meeting. Chair Huenink will complete a final review of the approved agreement and report back to the Town Board when it has been signed by both parties.
- e. FUNDING OPPORTUNITIES FOR THE TOWN:  
No new information to report. This topic will be removed from the agenda until further notice.
- f. SIGNAGE AND BARRICADES AT WALK-IN ACCESS TO LAKE MICHIGAN LOCATIONS:  
Janelle Kaiser received an inquiry from a property owner about when right-of-way stakes will be installed at the end of Dewitt Road to delineate the easement for the Lake Michigan Walk-In Access Area. The Town Board advised that the Town is waiting for a surveyor from Sheboygan County to install the survey markers so that right-of-way stakes can be placed.  
An inquiry about a log in the creek at the end of Dewitt Road was also received from a property owner. The Town Board advised Janelle to inform Director of Public Works and Property Nate Voskuil about the log.
- g. BUILDING PERMIT FOR NEW RESIDENCE ON DEWITT ROAD:  
At the June 3, 2024 Plan Commission meeting, Tom Huenink reported that the property owners at N1761 Dewitt Road, whose building permit for a new single-family residence expired on December 29, 2023, have obtained an independent inspection of the partially constructed residence as required by the Town due to concerns of prolonged exposure to weather and nature for many months during construction. Tom expects to receive the inspection report soon. If the inspection report shows that the residence is in structurally sound condition and that there is no evidence of mold or other concerns as described in the letter sent to the property owners, then Tom expects to issue a new building permit to continue work on the residence.
- h. STATUS OF PROPERTY AND BUILDINGS AT W1645 SMIES ROAD:  
A letter was sent to the property owners of W1645 Smies Road on May 15, 2024 to notify them of non-compliance with certain Town ordinances on the property. The property owner provided correspondence and photos to show actions taken to correct the non-compliances with both Town of Holland and Sheboygan County ordinances. Janelle Kaiser will follow up with Sheboygan County to confirm certain actions taken by the property owners.

- i. EXCHANGE OF TOWN OWNED ROAD RIGHT-OF-WAY:  
Director of Public Works and Property Nate Voskuil has contacted Sheboygan County to request that they perform required survey work for the right-of-way exchange.
- j. PROPOSED CHANGES TO HOLLAND TOWN CODE CHAPTER 68 AND CHAPTER 200:  
The Town Board briefly discussed proposed changes to Town ordinances. This topic may be discussed at a future board meeting.
- k. REQUEST BY JON VOKSUIL FOR A REZONING AND USE OF THE PROPERTY AT N735 COUNTY ROAD LL:  
The Town Board concurred that Building Inspector Tom Huenink should conduct an interior inspection of the building at N735 County Road LL to determine its primary use. Tom should submit an inspection report to the Town Board following that inspection.
- l. APPOINT SALARY COMMITTEE FOR ELECTED OFFICIALS:  
No new information to report. This topic will be removed from the agenda until further notice.
- m. INTERGOVERNMENTAL ROAD AGREEMENTS WITH TOWN OF LIMA AND VILLAGE OF CEDAR GROVE:  
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:
  - i. REQUEST TO DONATE BENCH TO AMSTERDAM PARK:  
The donor agreed to submit payment to purchase a bench from Wausau Tile for Amsterdam Park with the understanding that the Town would install the bench and the requested plaque for the bench.  
Supervisor Hamilton inquired about ways to notify Town residents of recycling center closures in the event of inclement weather. Janelle Kaiser provided that there are several companies that offer text or email notification services for Town announcements or notices. The Town Board concurred that posting on the Town website and using signage at the recycling center site are more cost-effective ways of notifying the public of rare closures of the recycling center.
- c. PUBLIC SAFETY:  
A report detailing contract time provided by the Sheboygan County Sheriff's Department in May 2024 was included in the June 10, 2024 board meeting packet.

d. ROADS:

A written report was provided by Department of Public Works and Property Nate Voskuil was included in the June 10, 2024 board meeting packet.

Supervisor Lammers reported on road right-of-way tree removal, upcoming Town road work, and proposed electrical work to be completed by WE Energies along Stokdyk-Ingelse Road.

e. CLERK-TREASURER:

i. WISCONSIN MUNICIPAL CLERKS ASSOCIATION CONFERENCE:

Janelle Kaiser requested approval to attend the 2024 Wisconsin Municipal Clerks Association conference in Madison, WI on August 29-30, 2024. The Town Board approved Janelle's attendance at this conference by consensus.

f. CHAIRMAN:

None.

21. PUBLIC INPUT:

None.

22. CORRESPONDENCE:

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

23. ADJOURN:

Motion by Lammers, seconded by Caswell, to adjourn the meeting at 10:22pm; the motion carried by voice vote.