

TOWN OF HOLLAND BOARD OF REVIEW
OFFICIAL PROCEEDINGS OF THE 2025 BOARD OF REVIEW MEETING TO ADJOURN
HOLLAND TOWN HALL, W3005 COUNTY ROAD G, CEDAR GROVE, WI 53013
Monday, September 8, 2025 at 6:00pm

1. Call to order:
The 2025 Holland Board of Review meeting to adjourn was called to order at 6:01pm on Monday, September 8, 2025, at the Holland Town Hall by Town Chairman David Huenink.
2. Certify that Board of Review and Open Meetings Law notice requirements have been met:
Clerk Kaiser certified that the requirements of the Wisconsin Open Meetings Law had been met. A notice to reconvene on September 8, 2025 was posted on the front door of the Holland Town Hall on June 9, 2025, and a meet to adjourn notice was posted at the Holland Town Hall and on the Town's website at www.townofholland.com on August 7, 2025. The meeting agenda was posted at the Holland Town Hall and on the Town's website on September 4, 2025.
3. Roll call:
 - a. Members present: David Huenink, Kelly Caswell, Douglas Hamilton, Brody Stapel, Kelly Caswell, and Janelle Kaiser (member and clerk).
 - b. Members absent: None.
 - c. Others present: Town Assessor Philip Rein of Associated Appraisal via teleconference.
 - d. Members of the public that signed in: Dana Mueller and Diane Holstrom-Meisser.
4. Adopt agenda as official order of business:
Motion by Stapel, seconded by Hamilton, to adopt the agenda for the September 8, 2025 Board of Review meeting as presented; the motion carried by unanimous voice vote.
5. Minutes of previous meeting on June 9, 2025 addressed for approval:
Motion by Stapel, seconded by Caswell, to approve the minutes from the June 9, 2025, Board of Review meeting as presented; the motion carried by unanimous voice vote.
6. Select Chairperson:
Motion by Stapel, seconded by Hamilton, to nominate David Huenink as the Chairperson; the motion carried by unanimous voice vote.
7. Select Vice-Chairperson:
Motion by Stapel, seconded by Caswell, to nominate Douglas Hamilton as the Vice-Chairperson; the motion carried by unanimous voice vote.
8. Verify that at least one member of Board of Review has met mandatory training requirements:
Chair Huenink reported that David Huenink and Janelle Kaiser have met the mandatory

training requirements. An affidavit of training was submitted to the Wisconsin Department of Revenue prior to this meeting as required.

9. Revaluation update from Town assessor:

Town Assessor Philip Rein of Associated Appraisal provided a status update of the Town's 2025 revaluation of assessed property. He notified the Board of Review that change of assessment letters were mailed to property owners on September 8, 2025.

10. Set date to reconvene:

Motion by Stapel, seconded by Kaiser, that the 2025 Board of Review shall reconvene on October 8, 2025, at 4:30pm; the motion carried by unanimous voice vote.

At this time, Chair Huenink and Vice-Chair Hamilton stated that they will waive their meeting compensation for any 2025 Board of Review meetings with a duration time of twenty minutes or less. Any other members who wish to do so shall report this to Janelle Kaiser before the October 8, 2025 Board of Review meeting.

11. Adjourn:

Motion by Stapel, seconded by Hamilton, to adjourn the meeting at 6:18pm; the motion carried by unanimous voice vote.

Respectfully submitted,
Janelle Kaiser, Board of Review Clerk
Town of Holland, Sheboygan County, Wisconsin