

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 13, 2026 at 6:30pm

1. Call to order:  
Town Chair David Huenink called to order the Board of Supervisors monthly meeting at 6:30pm.
2. Pledge of Allegiance:  
Town Chair David 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 at [www.townofholland.com](http://www.townofholland.com) on April 8, 2026.
4. Roll call:
  - a. Members Present: Town Chair David Huenink, Town Supervisors Douglas Hamilton, Kelly Caswell, Brody Stapel, and Gordon Seegert III.
  - b. Members Absent: None.
  - c. Others Present: Town Clerk-Treasurer and Zoning Administrator Janelle Kaiser and Plan Commission member Jack Stokdyk.
  - d. Members of the public that signed in: Phil Marr, William Bannier, Jeff Verhagen, Cyndy Verhagen, Dave Valenti, Annemarie Valenti, Roy TeRonde, and Joseph Maniaci.
5. Adopt agenda as official order of business:  
**Motion by Caswell, seconded by Hamilton, to adopt the agenda for the April 13, 2026 board meeting as presented;** the motion carried by unanimous voice vote.
6. Minutes of previous meetings addressed for approval:  
**Motion by Stapel, seconded by Seegert, to approve the minutes from the April 2, 2026 special board meeting as presented, and to approve the minutes from the March 9, 2026 monthly board meeting as modified to add quotation marks around the word "penitentiary" under item 8f.;** 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. Chair Huenink provided follow-up to previous public input about the Board of Appeals (BOA) section of the Holland Town Code. The Town's zoning ordinance already includes a definition for "unnecessary hardship" and "practical difficulty."

- Chair Huenink reported that he reviewed these definitions. While there may be some minor changes to be made, the language is there and is almost exactly what state statute provides.
- b. Annemarie Valenti inquired whether the aforementioned definitions reflect language consistent with state statute which specifies that the BOA must consider whether a variance request is unique to a specific property.
  - c. David Valenti seconded Annemarie's comments. He recommended that the board compare Holland Town Code Section 330-99 to state statutes and inquired about why the board is reluctant to include state statute wording exactly as written in the Town's ordinance.
  - d. Joseph Maniaci spoke in opposition to properties being used as short-term rentals, citing instances of trespassing and finding a hypodermic needle on the beach. Joseph requested that signage similar to those placed at the end of Foster Road be installed at the end of Town Line Road and asked when Town Line Road will be redone.
  - e. Chair Huenink explained that the signage at the end of Foster Road has been installed by the Town because there is a Lake Michigan walk-in access area at the end of that road. There are four Lake Michigan walk-in access areas in the Town, at the ends of Foster Road, Dewitt Road, Van Ess Road, and Stokdyk Ingelse Road, as decided by Sheboygan County Circuit Judge John Buchen in 1985.
  - f. Supervisor Caswell recommended that Joseph Maniaci contact the Sheboygan County Sheriff's Department when he witnesses criminal activity, such as trespassing.
  - g. Roy TeRonde spoke of short-term rental property concerns, citing issues of noise and drunkenness.
  - h. The Town Board advised of the process available for short-term rental complainants as described in Chapter 280 of the Holland Town Code.
9. Financial/Treasurer's report:  
**Motion by Seegert, seconded by Hamilton, to approve the March 2026 financial/treasurer's report as presented;** the motion carried by unanimous voice vote.
10. Approval of vouchers:  
**Motion by Hamilton, seconded by Seegert, to approve the April 13, 2026 voucher listing as modified to add per diem payments to Holland Town Board members that reported attendance at one or more eligible meetings since the March 2026 board meeting;** the motion carried by unanimous voice vote.
11. Accounts receivable:  
Pete Lotz \$721.70.  
Northern Ozaukee Farm Drainage District approximately \$3,902.39.
12. Plan Commission recommendations:  
a. Request by Michael Prinsen for a rezoning at N586 Palmer Road and at Palmer Road (parcel 59006067280).  
**Motion by Caswell, seconded by Stapel, to accept the recommendation of the**

- Holland Plan Commission and approve Michael Prinsen's request to rezone 0.634 acres of parcel 59006067280 from A-1 to A-5, contingent upon Sheboygan County approval and execution of the boundary line adjustment as shown on the plat of survey submitted with the application;** the motion carried by unanimous roll call vote. Douglas Hamilton: Yes; David Huenink: Yes; Gordon Seegert III: Yes; Brody Stapel: Yes; . Kelly Caswell: Yes.
13. Complaint received from property owner of N2044 Prospekt Blvd regarding school bus parked at Lot 29 Prospekt Blvd, parcel 59006077700:  
The Town Board reached consensus that Supervisor Caswell should contact the Sheboygan County Sheriff's Department to request follow up on a possible unlicensed vehicle parked at Lot 29 Prospekt Blvd. The location where the vehicle is parked was noted as a safety concern due to its proximity to the road and will likely require additional follow up with the property owner.
  14. Appoint Town Board Committees for one-year term:  
No action taken.
  15. Appoint Town Board Supervisor to Plan Commission for one-year term:  
**Motion by Huenink, seconded by Hamilton, to appoint Supervisor Brody Stapel as a member of the Town of Holland Plan Commission for a one-year term commencing April 21, 2026 and ending on April 19, 2027;** the motion carried by unanimous voice vote.
  16. Appoint Plan Commission expiring terms for three-year term(s):  
Chair Huenink appointed Roy Teunissen as a member of the Town of Holland Plan Commission for a 3-year term commencing May 1, 2026 and ending on April 30, 2029.  
**Motion by Caswell, seconded by Seegert, to confirm Chair Huenink's appointment of Roy Teunissen as a member of the Town of Holland Plan Commission for a three-year term commencing May 1, 2026 and ending on April 30, 2029;** the motion carried by unanimous voice vote.
  17. Training for appointed officials:  
Training webinars and opportunities will be sent to officials as they become available. Clerk-Treasurer Kaiser will soon email some recent webinars from UW-Stevens Point's Center for Land Use Education as well as relevant handbooks to Town Board, Plan Commission, and Board of Appeals members.
  18. Consideration of rescinded tax for parcel 59006079501:  
**Motion by Stapel, seconded by Seegert, to authorize Clerk-Treasurer Kaiser to pay the Sheboygan County Treasurer for the rescinded portion of 2025 real estate property tax for parcel 59006079501 in the amount of \$1,072.93;** the motion carried by unanimous voice vote.
  19. Ongoing Issues:

a. Managing short-term rentals and licenses:

A report detailing short-term rental licenses and certain short-term rental activity was provided to the Town Board in the April 13, 2026 board meeting packet. The Town Attorney sent a certified letter to the property owners of N1099 Cole Road on March 12, 2026 regarding their violation of the Town's short-term rental ordinance. The Town has not received a response to the letter. It was noted that the letter appears to have been mailed to the incorrect address; Chair Huenink will follow up with the Town Attorney.

The Town Board reached consensus to authorize Clerk-Treasurer Kaiser to send a letter, as presented at the April 13, 2026 board meeting, in response to an email received from the property owner of N2405 Cardinal Lane. The email cited concerns about one-night stays at short-term rental properties and disruptions from an adjacent licensed short-term rental property.

b. Possible ordinance violation at W3070 Hoitink Road:

The Town Attorney sent a certified cease and desist letter the property owner of W3070 Hoitink Road on March 13, 2026. The letter notified the property owner to cease business operations without a conditional use permit and to remove all business related debris piles on the property. The Town has not received a response to the letter.

c. Signage, barricades, and conduct at walk-in access to Lake Michigan locations:

No new information to report.

d. Potential high-voltage electric transmission lines:

No new information to report.

20. Committee, Clerk-Treasurer, & Chair Items:

a. Administration and Finance:

None.

b. Parks and Property:

None.

c. Public Safety:

None.

d. Onion River Solar Joint Development Agreement (JDA) Committee:

None.

e. Roads:

i. Recruitment for vacant Director of Public Works and Property position:

The Town has received a number of job applications for the open position since the last board meeting.

- ii. Local Small Structures Improvement Program 2026-2027:  
The state has announced a funding opportunity for small culvert and bridge structure improvements. Chair Huenink and Supervisor Seegert reported a meeting with Kris Klein of the Sheboygan County Highway Department (SCHD) to discuss the Town’s small structure on Walvoord Road. The Town will apply for funding to improve the Walvoord Road structure and is awaiting a cost estimate from the SCHD.
- iii. Utility right-of-way occupancy and excavation permitting process:  
No new information to report.

f. Clerk-Treasurer:

- i. The 2026 annual meeting of Town electors will be held on Tuesday, April 21, 2026 at 7:30pm.

The Town’s 2025 financial audit took place on February 27, 2026. The auditor’s financial statements will be presented by Clerk-Treasurer Kaiser at the annual meeting of Town Electors.

Clerk-Treasurer Kaiser attended a meeting at the SCHD complex to discuss new invoice formats from the department.

The 2026 Spring Election was held on April 7, 2026. There was a 50% voter turnout with 829 ballots cast. Douglas Hamilton and Benjamin H Morrison were elected to fill the two open Town Board Supervisor seats.

g. Chair:

Chair Huenink reported that he may not be able to attend the November monthly Town Board meeting if it is held on the second Monday. Alternatively, it could be rescheduled to the first Wednesday or Thursday of that month.

Chair Huenink also provided information about several possible amendments to the Town’s zoning ordinance.

21. Public input:

- a. Annemarie Valenti thanked Gordie Seegert for his service on the Town Board.
- b. Joseph Maniaci inquired further about the four Lake Michigan walk-in access areas in the Town.
- c. William Bannier inquired about whether zoning ordinances apply to properties located on private roads.

22. Motion to convene in closed session pursuant to §19.85(1)(c), Wis. Stats., for the purpose of considering employment, promotion, compensation or performance evaluation data of a public employee over which the governmental body has jurisdiction or exercises responsibility, specifically to discuss filling the vacant Director of Public Works and Property job position and related compensation and benefits:

**Motion by Hamilton, seconded by Seegert, to enter into closed session at 7:55pm;** the motion carried by unanimous roll call vote.

23. Reconvene into open session to take action relating to closed session deliberations, if any:

**Motion by Stapel, seconded by Hamilton, to reconvene into open session at 8:47pm;** the motion carried by unanimous roll call vote.

24. Correspondence:

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

25. Adjourn:

**Motion by Hamilton, seconded by Caswell, to adjourn the meeting at 8:48pm;** the motion carried by unanimous voice vote.

Respectfully submitted,

Janelle Kaiser, Clerk-Treasurer, Town of Holland, Sheboygan County, Wisconsin