

## TOWN OF HOLLAND BOARD MEETING

April 13, 2022

<b>MEMBERS PRESENT</b>	Chair Bob Stupi, Supervisors Ben Filter, Jeff Herlitzke, Steve Mieden and Kathy Warzynski
<b>STAFF PRESENT</b>	Town Crew Supervisor John Frauenkron, Clerk Marilyn Pedretti

### CALL TO ORDER

Chair Stupi called the meeting to order at 6:30 p.m. Notices were posted.

### MEMBER RECOGNITION

Stupi recognized retiring board members Ben Filter and Steve Mieden for their contribution and thanked them for their service.

### MINUTES

Motion by Mieden/Filter to approve the minutes of March 9<sup>th</sup>. **MOTION** carried.

**CITIZENS' CONCERNS:** none given.

### COUNTY SUPERVISOR REPORT

County Supervisor Matt Nikolay reported they have seven new members on the County Board and leadership elections will take place next week. He noted they are continuing to work on the distribution of ARPA funding.

### COMMUNITY CENTER

Jacob Hart, Executive Director of the Holmen Area Community Center, introduced himself. He noted the 14 year history of forming the community center with the center opening in September of 2020. He reviewed several hand-outs reporting on the membership, staffing, programming, priorities and financials. Stupi thanked Jacob and invited members to tour the facility.

### BIKE/PEDESTRIAN PLAN KICK-OFF

Shaun Murphy-Lopez, Senior Planner with Toole Design, introduced himself. He gave a slide presentation outlining the process over the next eight months to develop a Bike and Pedestrian Plan for the Town of Holland.

### PUBLIC WORKS

ATV/UTV: Stupi noted information was provided from a survey of clerks around the state concerning opening their roads to ATV/UTV traffic. He noted state law provides verbiage that signing “may” be, rather than the presumed “shall” be, installed. Steve Lindvig, W6248 County Road V, noted Town of Farmington has had no issues since opening their roads. Discussion followed concerning county-wide involvement and access across Village lines. Discussion will continue next month.

Security light: Stupi explained the request from the Whispering Pines Condo Association to install a security light at A. Johnson Road. He reported the electric company gave a quote of \$3,500 to install and the developer asked for a cost share. Discussion followed concerning past practice, developer vs condo association responsibility and funding options. Motion by Mieden/Herlitzke to approve cost sharing with the Town to pay up to half the costs of A. Johnson Road light. **MOTION** carried unanimously.

Holter Road turnaround: Stupi explained the issue with the turn-around for garbage trucks, especially during the winter months. He reported the crew worked to make it bigger and all seems to be working.

Flaten Road culvert: Stupi explained the Town has had issues with rebar coming through the road pavement from an old culvert. Discussion followed. Motion by Filter/Mieden to approve fixing the culvert on Flaten Road using the Stormwater budget not to exceed \$9,000. **MOTION** carried unanimously.

Holseth Road tree: John Frauenkron, Town Crew Supervisor, explained an oak tree at the corner of Holseth and Sylvester Roads was split in half during the December storm and poses a danger. Discussion followed concerning the three quotes and best options. Motion by Filter/Mieden to use Lumberjack Tree Service not to exceed \$700 to remove entire tree on Holseth Road. **MOTION** carried unanimously.

2022 Seal Coating: Members reviewed the seal coating schedule. It was the consensus to seek a quote to seal coat and crack fill Casberg Coulee, Flaten and Moe Coulee Roads.

Town shop upgrade: Henry Berry, Ratsch Engineering Company (via zoom), reported he sent an email with the bid packet on Tuesday to 150 contractors and he has already received good interest in the project. He anticipates State approval of the plans by late April. Stupi noted the bid opening is scheduled for May 4<sup>th</sup>.

Town crew report: John Frauenkron, Town Crew Supervisor, reviewed his written report. Stupi noted they experimented with the new road groomer and all went well.

## **PLAN COMMISSION**

Zoning Variance: David Noffke, W7551 Castle Heights Drive, requested a variance to exceed the area and height limits for an accessory building. Warzynski reported the Plan Commission discussed the issue and noted he had approval from 36 neighbors, covenants would be adhered to by building into the hill and material used would blend into the neighborhood, and that he owns three lots. She reported that based on the fact that neighbors were agreeable and the covenants would create a hardship for street parking, the Plan Commission recommended approval with one dissent. Noffke reported he has met with the County Land Conservation Department and drainage has been addressed. Discussion followed. Motion by Mieden/Filter to approve the zoning variance for David Noffke, W7551 Castle Heights Drive, to exceed area and height limits for an accessory building. **MOTION** carried unanimously.

Amendment #4 to Ordinance 1-2008 Subdivision Ordinance: Warzynski reported the recent passage of the Driveway Ordinance created a conflict with Section 7.03(E) of the Subdivision Ordinance. She explained the changes approved by the Plan Commission. Motion by Mieden/Herlitzke to waive the first reading and go right to approval of Amendment #4 to Ordinance 1-2008. **MOTION** carried unanimously.

Report 4/6/22 meeting: Warzynski reported all was covered.

## **STORMWATER UTILITY COMMISSION**

Intern invoice: Warzynski explained the work of the intern from the County Zoning Department and the invoice for \$264.26. Motion by Mieden/Filter to approve the invoice. **MOTION** carried unanimously.

Report 4/6/22 meeting: Warzynski reported on the special charges collected from the 2021 tax bills, the 2021 budget included \$30,000 for stormwater expenses and the projected \$27,766 would be carried over to cover future expenses. She noted the commission will be studying the culvert spreadsheet, anticipated seal coating schedule and review the flooding areas to develop a stormwater plan.

DNR MS4 report: Pedretti provided members with the annual DNR MS4 Stormwater Report. Discussion followed. Report will be on file.

**PARK COMMITTEE**

Outdoor Recreation Plan: Abbey Nicewander, Senior Planner of the Mississippi River Regional Planning Commission (via zoom), thanked the board for moving forward so quickly with the plan. Filter explained the Long Range Park Plan assisted with developing this Outdoor Plan. Discussion followed. Warzynski requested that “pickle ball” be included as a medium priority action item.

Resolution 2022-1: Pedretti read the following resolution:

**RESOLUTION 2022-1**  
**A RESOLUTION TO ADOPTING THE**  
**OUTDOOR RECREATION PLAN**

*WHEREAS, the Town of Holland, has participated in a Town-wide Outdoor Recreation Planning Program covering the inventory and recommended development of outdoor recreation facilities within the Town of Holland, and*

*WHEREAS, said planning program has been conducted through the Mississippi River Regional Planning Commission in conjunction with the Town of Holland, and*

*WHEREAS, said planning document reflects community recreation needs in light of goals, objectives, and generally accepted recreation planning standards, as amended tonight.*

*NOW, THEREFORE, BE IT RESOLVED, that the Town of Holland does hereby adopt the Town of Holland Outdoor Recreation Plan 2022-2026 as its guide to future recreation facility improvements in the Town of Holland.*

*Dated this 13th day of April, 2022.*

Motion by Filter/Herlitzke to approve Resolution 2022-1. **MOTION** carried unanimously.

Backstop repair: Filter reported the backstop at the Town Hall park was damaged in the December wind storm. Discussion followed concerning the two options for repairing the damage. Motion by Herlitzke/Mieden to authorize repair of the backstop for up to \$7,883 and turned into insurance to make a claim. **MOTION** carried unanimously.

Park garbage can project: Filter reviewed the invoice for fabricating the garbage cans. Motion by Herlitzke/Filter to authorize payment for the garbage cans in the amount of \$5,580. **MOTION** carried unanimously. Motion by Herlitzke/Mieden to approve painting the garbage cans and authorize spending \$900. **MOTION** carried unanimously.

**FIRE DEPARTMENT**

Stupi reported Chief Gilliam’s last day is April 15<sup>th</sup> and an acting Chief was appointed. He noted the acting Chief is on board with the regional fire department work. He reported calls are up. Herlitzke reported response times are better.

**TOWN ADMINISTRATION**

ARPA funding: Stupi explained the need to designate by the end of April whether the Town will take the \$10 million deduction or use the Cost of Recovery option. Motion by Filter/Mieden to take a one-time \$10 million standard allowance for ARPA funding. **MOTION** carried unanimously.

Cell phone: Stupi reported he switched the Town cell phone to FirstNet to take advantage of the nationwide emergency access service. Discussion followed and it was the consensus to obtain a tablet for the stormwater input project.

Amendment #3 to Ordinance 1-2012: Stupi noted this was discussed last month in order to compensate members who are required to attend additional meetings. Discussion followed. It was the consensus to review and hold over to next month for second reading.

### **FIDUCIARY RETIREMENT REPORT**

Members reviewed the Annual Fiduciary Retirement Report provided by the Treasurer Marla Wagner. Motion by Mieden/Herlitzke that we accept the Fiduciary Report submitted concerning the Nationwide Retirement account. **MOTION** carried unanimously.

### **TREASURER'S REPORT AND BILLS**

The March Treasurer's report and April invoices were reviewed. Motion by Filter/Warzynski to accept the Treasurer's report and approve bills to be paid in the amount of \$209,227.28. **MOTION** carried unanimously.

### **ANNOUNCEMENTS & FUTURE AGENDA ITEMS**

Pedretti reported the April 5<sup>th</sup> elections went well. She noted the Board of Review is scheduled for May 26<sup>th</sup> from 4-6 p.m.

### **CLOSED SESSION**

Motion by Filter/Mieden to enter into closed session under Wisc. Statutes 19.85(e) for "...deliberating or negotiating the purchasing of public properties, the investing of public funds, or conduct other specified public business..." to wit: discussion on purchase of land and to allow Joe Carlson, Joe Kress, Dave Foye and future board members David Weber and Nikole Hauser in the session. Roll call vote. **MOTION** carried unanimously. Entered into closed session at 8:12 p.m.

Motion by Filter/Herlitzke to return to open session. **MOTION** carried unanimously. Returned to open session at 8:56 p.m. Stupi reported no action taken during closed session.

### **ADJOURN**

Motion by Filter/Herlitzke to adjourn. **MOTION** carried. Adjourned 8:57 p.m.

Respectfully submitted,  
Marilyn J. Pedretti  
Town Clerk