

**TOWN OF HOLLAND  
STORMWATER UTILITY COMMISSION**

October 5, 2022

<b>MEMBERS PRESENT</b>	Chair Kathy Warzynski, Doug Klenke, Bryan Nindorf, Jared Noffke, Jeff Osgood, Anne Paape and Heidi Stein
<b>OTHERS PRESENT</b>	Clerk Marilyn Pedretti

**CALL TO ORDER**

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

**MINUTES**

Motion by Stein/Nindorf to approve the minutes of September 7, 2022. **MOTION** carried.

**CITIZENS' CONCERNS:** none given.

**POLICIES: CULVERT AND SHOULDER MAINTENANCE**

Warzynski reviewed the draft policy paper concerning residential responsibility for the maintenance of driveway culverts and gravel shoulder requirements along property lines. She noted the Town Board reviewed and had no input. Discussion followed. Motion by Nindorf/Klenke to recommend to the Town Board the information on the right-of-way maintenance and the policy for shoulder and driveway culvert maintenance. **MOTION** carried.

**STORMWATER WORK**

Culvert flushing: Warzynski reviewed progress of the culvert flushing and noted some of the culverts were buried and hard to identify their exact location. She reviewed the written report from Town Crew supervisor. Discussion followed.

Culvert cleanouts: Warzynski reported the General Engineering Company (GEC) engineer reported ditching would not be possible along Bice Avenue, listed for next year's seal coating work.

Gaynor Addition: Warzynski reported on the GEC map and noted the need for culverts under three driveways and the creation of a swale to channel stormwater to the Town park. She noted there was no cost estimate at this time but should be available soon. Pedretti noted the County grant application is due October 15<sup>th</sup>.

Christopherson Road culvert: Warzynski reported that when the County began the work to repair the stormwater damage on Christopherson Road, they discovered the culvert needs to be replaced and have provided a cost estimate. Discussion followed. Motion by Stein/Nindorf to recommend to replace the culvert at Christopherson Road not to exceed \$8,000. **MOTION** carried.

**2022-2023 BUDGETS**

Warzynski reviewed the 2022 and 2023 budget line items. She reported a line item currently in the general budget, under "legislative", will need to be added to the stormwater budget for a cost of \$1,400 in 2022 and estimated \$1,500 in 2023. Discussion followed concerning the budget and the projected forecast to use the 2021 Equivalent Runoff Unit (ERU) of \$45 for the 2022 special charge.

**ANNOUNCEMENTS**

Warzynski reminded members to vote on November 8<sup>th</sup>. Pedretti invited members to attend the annual budget hearing on November 9<sup>th</sup>.

**ADJOURNMENT**

Motion by Klenke/Osgood to adjourn. **MOTION** carried. Meeting adjourned at 7:01 p.m.

Respectfully submitted,  
Marilyn Pedretti  
Town Clerk