

**TOWN OF HOLLAND  
STORMWATER UTILITY COMMISSION**

January 3, 2024

<b>MEMBERS PRESENT</b>	Chair Mike Hoffman, Doug Klenke, Bryan Nindorf, Jared Noffke and Heidi Stein
<b>EXCUSED</b>	Jeff Osgood and Anne Paape
<b>OTHERS PRESENT</b>	David Carlson (Town Crew), Marilyn Pedretti (Town Clerk)

**CALL TO ORDER**

Chair Hoffman called the meeting to order at 6:57 p.m. Notices were properly posted.

**MINUTES**

Motion by Noffke/Nindorf to approve the minutes of November 1<sup>st</sup>. **MOTION** carried.

**CITIZENS' CONCERNS:** none given.

**TOWN CREW UPDATES**

David Carlson, Town crew, reported the ditch cleaning and retention pond cleaning was completed and they inspected culverts. He noted there are a few culverts to replace at Garden Street, Park Avenue and Mary Court. Carlson also reported an issue with an illegal berm created to the south of Castle Mound Road and that County Erosion Control is addressing the concern.

**DITCH/CULVERT MAINTENANCE**

Members discussed the options and scope of the upcoming maintenance of the ditches and culverts in the scheduled areas designated for 2024. Pedretti asked for input with the letter with the need for the following clarifications:

1. Education is important – what should be included?
2. Will there be a scheduled meeting with residents?
3. Private driveways are the responsibility of each resident. How best to approach?
4. Can the Town charge for the ditch/culvert work?
5. What if a resident does not do the work to standards?
6. Do we suggest a private contractor for flushing culverts or doing ditch work?
7. How many residents are affected and to what degree? Does everyone get a letter?

Discussion followed. It was the consensus to consult with our stormwater engineer, Lukasz Lyzwa at GEC, for input and possible assistance. Pedretti suggested drafting a map highlighting the various maintenance needs. Carlson suggested the Town also consider cutting back the shoulders in each of the neighborhoods on a rotating basis.

**FUTURE AGENDA ITEMS & ANNOUNCEMENTS**

Pedretti noted GEC will be conducting a bid opening for the Gaynor Additions stormwater work at 10:30 a.m. on Wednesday, January 24<sup>th</sup>.

**ADJOURNMENT**

Motion by Nindorf/Stein to adjourn. **MOTION** carried. Meeting adjourned at 7:32 p.m.

Respectfully submitted,  
Marilyn Pedretti  
Town Clerk