

## TOWN OF HOLLAND BOARD MEETING

July 10, 2024

<b>MEMBERS PRESENT</b>	Chair Bob Stupi, Supervisors Rick Hauser, Michael Hoffman and David Weber
<b>EXCUSED</b>	Jeff Herlitzke
<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 properly posted.

### MINUTES

Motion by Hoffman/Weber to approve the minutes of June 12, 2024. **MOTION** carried.

**CITIZENS' CONCERNS:** None given.

**COUNTY SUPERVISOR REPORT:** None given.

### BID OPENING

Bid opening took place concerning the purchase of a chassis portion of a new plow truck. Discussion followed. Motion by Weber/Hoffman to accept the bid from DeBauche in the amount of \$74,826 (with trade-in). **MOTION** carried. Stupi directed the clerk to put out notice for equipment bids.

### PLAN COMMISSION

Rezoning petition: Shane Potaracke, N8397 Amundson Coulee Road, requested a rezoning of parcel 8-268-2 from Exclusive Agriculture to Rural to build a single family home. Hoffman reviewed the application and confirmed the driveway location was acceptable to the County. Hoffman reported the Plan Commission unanimously recommended approval of the rezoning. Motion by Hoffman/Hauser to approve the rezoning for Shane Potaracke/Kelly and David Potaracke, at N8397 Amundson Coulee Road, parcel 8-268-2 from Exclusive Agriculture to Rural to build a single family home. **MOTION** carried.  
Report of 7/3/24: Hoffman reported that was the meeting.

### STORMWATER UTILITY WORK

Gaynor Rolling Hills project: Hoffman reported the excessive rains did cause a setback and that the contractor will be on site later this week to repair ruts, clean-out culverts and reseed. Discussion followed. Hoffman will continue to monitor.

#### Culvert/Ditch work:

- (1) N7004 Pine Lane: Hoffman reported he met with Lukasz Lyzwa, General Engineering Company (GEC), concerning the drainage issues along Pine Lane. Lyzwa is consulting with the County Land Conservation Department concerning the French drain. Hoffman outlined two options to assist with drainage by raising the road either 3½" or 8" at the intersection of Pine Lane and Meadow Way. Ken Damaschke, N7004 Pine Lane, expressed concern with the sink hole by the utility box and that mud is coming through the road culvert. Discussion followed. The clerk will contact Charter again concerning the utility box. Motion by Hauser/Weber

to approve raising the road 3½ feet at the intersection of Pine Lane and Meadow Way to alleviate the ponding at a cost of \$25,000. **MOTION** carried.

- (2) Sylvester Road: Hoffman explained the drainage issues along W7303, W7306 and W7312 Sylvester Road. John Frauenkron, Town Crew Supervisor, explained there were two boxes that will need to be dug out. He noted an excavator could be contracted and estimated the work to take 10 hours. Discussion followed. Kevin Olson, W6688 Casberg Coulee Road, suggested working with the residents to clean out their driveway culverts at the same time. Jerry Heinz, N7318 Casberg Coulee Road, asked who was responsible for driveway culverts and who was responsible for ditch clean-out. Stupi noted the Town is responsible for the right-of-way but the resident was responsible for their driveway and culvert. Motion by Hoffman/Hauser to spend up to \$2,500 for work at W7303, W7306 and W7312 Sylvester Road. **MOTION** carried.

Ditch/culvert maintenance: Hoffman reported the Stormwater Commission discussed maintenance issues as presented in the GEC report and they highlighted several projects that could move forward at a cost of approximately \$23,000. He asked the Board for their input concerning whether to scrape back yards that are encroaching on the road pavement with an estimate by GEC of \$20,000 to \$25,000. Discussion followed and it was the consensus the work was necessary to help preserve the life of the roads and assist with drainage. Discussion followed concerning timing of the work and it was the consensus to discuss with the fall budget.

SWPPP draft: Hoffman explained the need for a Stormwater Pollution Prevention Plan (SWPPP) and reviewed the draft report. Discussion followed. Motion by Hoffman/Weber to approve the Stormwater Pollution Prevention Plan as drafted. **MOTION** carried.

MS4 SWP: Hoffman explained the DNR requires a MS4 Stormwater Management Program (SMP) and a draft was reviewed. Motion by Hauser/Hoffman to adopt the MS4 Stormwater Management Plan. **MOTION** carried.

Report of 7/3/24: Hoffman reported everything was covered.

## **PUBLIC WORKS**

Red Cloud/Taube Road: Pedretti reported the roads were paved Monday but there were some issues with driveway access. She noted Mathy has fixed those and will shoulder next week. David Carlson, Town Crew, reported the turn-arounds were paved which will help with plowing.

Road repair work: Frauenkron reported the patch work on Old 93, Gaarder Road and the Town hall parking lot all went well.

Casberg Coulee bridge: Stupi gave an update from the DOT: “The PS&E Trak has Central Office and Region Clear. The project is now status Advertise without Conditions – good to go for August Letting. Next step is to see if contractors have any questions prior to letting so please be available, those require quick turnaround.”

Crew report: Frauenkron reviewed the written Town crew report. Discussion followed. Heinz asked how the Town knows if a tree is a hazard and Stupi responded it would be a Town crew assessment. Olson reported the emulsion placed last fall is less than 10% intact. He also noted the plow had a “skip” in the snow plowing.

## **FIRE DEPARTMENT**

Hauser reviewed June 18<sup>th</sup> minutes.

## **TOWN ADMINISTRATION**

Loan pay-off: Stupi reviewed the loan numbers for the round-about at Briggs Road/MH and a possible cost savings of \$4,415 if paid off a year early. He noted a refund of approximately \$78,000 because the project was ahead of schedule and under budget. Discussion followed. Motion by Weber/Stupi to go ahead and pay the loan off early. **MOTION** carried.

Defibrillator: Stupi explained that we have a defibrillator in the Town hall but should also have one at the Town shop and that it would be helpful to have the same model for replacement parts. Discussion followed. Motion by Hauser/Hoffman to purchase an AED defibrillator and signage not to exceed \$1,585. **MOTION** carried.

Pollinator project: Stupi explained a possible grant collaboration with the County to create a pollinator area within the Town and suggested the side hill by the Town shop would be an ideal spot. Discussion followed. It was the consensus to pursue.

Operator's License: Pedretti reported this was an additional bartender license for Drugan's Castle Mound. Motion by Hoffman/Hauser to approve an operator's license for Madyson Rosman. **MOTION** carried.

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

The Treasurer's report and invoices were reviewed. Motion by Hoffman/Weber to approve the bills in the amount of \$340,233.92. **MOTION** carried.

## **ADJOURN**

Motion by Hoffman/Weber to adjourn. **MOTION** carried. Adjourned 8:13 p.m.

Respectfully submitted,  
Marilyn J. Pedretti  
Town Clerk