

## TOWN OF HOLLAND BOARD MEETING

November 13, 2019

<b>MEMBERS PRESENT</b>	Chair Steve Michaels, Supervisors Jeff Herlitzke, Mike Hoffman, Jerome Pedretti, Robert Stupi
<b>STAFF PRESENT</b>	Clerk Marilyn Pedretti, Town Crew John Frauenkron

### CALL TO ORDER

Chair Michaels called the meeting to order at 7:16 p.m. Notices and an addendum were posted.

### MINUTES

Motion by Stupi/Hoffman to approve the minutes of October 9<sup>th</sup>, 23<sup>rd</sup> and November 6<sup>th</sup>.

**MOTION** carried.

**CITIZENS' CONCERNS:** none given.

### COUNTY SUPERVISOR REPORT

Matt Nikolay, County Board Supervisor, reported the County passed the 2020 budget with a mill rate of \$3.58 (down 9¢) for a total budget of \$35.72 million (increase 2.6%). He explained some of the highlights of the budget and shared a memo concerning an assessment of the nitrate contamination in the Town of Holland and Onalaska.

### PUBLIC WORKS

Snow plow blades: John Frauenkron, Town Crew Supervisor, explained the need to upgrade the snow plow blades on the Sterling truck and a wing blade on the International truck.

Discussion followed. It was the consensus to have the crew install the equipment. Motion by Herlitzke/J Pedretti to authorize the purchase of a carbide cutting blade and the wing cutting blade not to exceed \$2,200. **MOTION** carried.

Sand/Salt delivery: Michaels explained the contract renewal proposal to deliver sand/salt mix during the winter. Discussion followed. Motion by Stupi/J Pedretti to accept Sandbox Express sand/salt delivery at \$48 per load. **MOTION** carried.

Request for Christmas tree pick-up service: Members reviewed the request from a resident to provide pick-up service for Christmas trees. Discussion followed. It was the consensus to leave "as is". Board members emphasized that it would add additional costs in an already tight budget, it would be difficult to pull trees out of snow banks, the Town crew may be busy plowing, and that if owners were able to get the trees to their homes they should be able to deliver to the drop-off site.

Compost site: Michaels noted there have been an increase in violations at the compost site. He reported that he and Herlitzke are working with Mike Howe, MCS Networks, about possible options to provide better security cameras at the compost site. Discussion followed. Stupi suggested residents could pay for a pass to defray the costs. It was the consensus to gather additional information and present a proposal next month.

Town crew updates: Frauenkron highlighted several areas on their written report. Michaels reported on the agreement with the Town of Farmington to rotate every year the plowing and maintenance along Amundson Coulee Road.

### PLAN COMMISSION

Variance petition: James and Susan Peterson, W7840 Old NA, requested a variance to construct a 27-ft x 36-ft detached accessory building, that together with existing detached accessory

buildings will further exceed the number and area limit allowed for such buildings on this 14.31 acre lot. Stupi explained the request to remove an old corn crib and replace with a smaller building. He noted the Plan Commission deemed this would improve the overall value without increasing the current total buildings and they unanimously recommended approval. Discussion followed. Motion by J Pedretti/Herlitzke to approve zoning variance for James and Susan Peterson at W7840 Old NA. **MOTION** carried unanimously.

Burning Ordinance: Stupi explained the request from the Fire Chief to update the Town's Burning Ordinance and he outlined the changes. He reported the Plan Commission felt the changes were not onerous and had unanimously recommended amending the ordinance. It was the consensus to present the amended ordinance at next month's Board meeting.

Report on 11/6/19 meeting: Stupi reported they discussed the engineer's report for stormwater mitigation and have asked him to attend the December meeting to respond to a list of questions. He reported they discussed the Table Top Exercise and will be adopting some of the recommendations from Keith Butler, Emergency Management Director, at a future meeting. Stupi reported on their discussion concerning parking during snow events and are researching the option of declaring a "snow emergency".

## **FIRE DEPARTMENT**

2020 preliminary budget: Motion by Stupi/Hoffman that the annual budget for the Holmen Area Fire Department increase be no more than 5%. **MOTION** carried unanimously.

Report on 10/16/19 meeting: Draft minutes were not received. J Pedretti reported a majority of the discussion was the budget and the lack of funds and need to support 24/7 service.

## **REFUSE/RECYCLING**

Request for weekly recycling: Members reviewed the request from a resident to provide weekly recycling service and the response from Hilltopper in which they detailed the increased costs and limited options at this time. Discussion followed. It was the consensus to keep the service "as is" but to check with Hilltopper on options for residents to contract directly.

Compliance Assurance Plan: Clerk Pedretti explained the need to update our current Compliance Assurance Plan (CAP) for our DNR grant requirements. Motion by Herlitzke/Stupi to adopt the Compliance Assurance Plan as presented tonight. **MOTION** carried unanimously.

## **2020 BUDGET, NEWSLETTER & FEE SCHEDULE**

2020 budget hearing review: Michaels noted no changes were suggested at the public hearing. Item will be approved at the December Board meeting.

2020 draft fee scheduled: Clerk Pedretti provided a draft of the changes suggested during the budget meetings. Item will be approved at the December Board meeting.

2020 newsletter: Clerk Pedretti highlighted several areas of the draft newsletter and took input.

## **RESOLUTION: TREASURER FEE POLICY**

Clerk Pedretti read the following in the record:

### **RESOLUTION #2019-4**

#### ***A Resolution Setting a Treasurer Fee Policy***

***WHEREAS***, the Town of Holland realizes the importance of providing adequate coverage of expenses in the process of collecting taxes and fees; and

***WHEREAS***, the Town Board has determined it is necessary to charge \$30.00 per NSF (Not Sufficient Funds) checks, and

***WHEREAS**, the NSF checks charge is in addition to any other fines, fees, or interest that may be assessed by Wisconsin Statutes or Town Ordinance, and*

***WHEREAS**, the Town Board has determined that any overpayment for taxes or other services shall not be refunded if in the amount of \$2.00 or less, and*

***WHEREAS**, the Town Board has determined the Treasurer shall attempt to collect all underpayment of fees unless it is a \$1.00 or less and cannot be collected without any additional cost.*

***NOW, THEREFORE** be it resolved, the Town Board of the Town of Holland hereby adopts the above policy for certain transactions and related fees.*

***BE IT FURTHER RESOLVED** that the Town Clerk shall post this notice in accordance with Wisconsin Statutes.*

Motion by J Pedretti/Stupi to approve Resolution 2019-4. **MOTION** carried unanimously.

### **COMMUNITY CENTER PROPERTY**

Stupi explained the Village of Holmen hearing to rezone the McHugh property, which is adjacent to the property owned by the Town of Holland and was set aside for the Holmen Area Community Center. He noted that with the center now being housed in the old Festival building, this allows for other options on the parcel. Discussion followed. No input was given.

### **EMPLOYEE REVIEWS**

Discussion took place on process for conducting this year's employee reviews. It was the consensus to hold them in closed session at the end of the December board meeting.

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

The October Treasurer's report and November invoices were reviewed. Motion by Hoffman/Stupi to approve the bills in the amount of \$52,630.39. **MOTION** carried unanimously.

### **ANNOUNCEMENTS**

Mike Hoffman announced he will not run for re-election. Michaels reported Jeff Paulson will begin work as Town Crew member on November 21<sup>st</sup> and welcomed him back.

### **ADJOURN**

Motion by Hoffman/Herlitzke to adjourn. **MOTION** carried unanimously. Adjourned at 8:16 p.m.

Respectfully submitted,  
Marilyn J. Pedretti, Town Clerk