

## TOWN OF HOLLAND BOARD MEETING

October 14, 2020

<b>MEMBERS PRESENT</b>	Chair Steve Michaels, Supervisors Ben Filter, Jeff Herlitzke, Steve Mieden, Jerome Pedretti
<b>STAFF PRESENT</b>	Clerk Marilyn Pedretti, Town Crew John Frauenkron & Jeff Paulson

### CALL TO ORDER

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

### MINUTES

Motion by Mieden/Herlitzke to approve the minutes of the September 9, September 22 and September 30 meetings. **MOTION** carried.

### CITIZENS' CONCERNS

Tim Coorough, N7493 County Road XX, stated the house fire on Saturday was an eye opener and talked about the lack of water supply. He asked the Board to add an agenda item to discuss solutions on next month's meeting. Coorough later noted the next Fire Board meeting is Wednesday, October 21<sup>st</sup> at 6:30 p.m. at the Holland Town hall.

Barb Wuensch, N6905 Pine Lane, stated in the last 90 days two families have lost their homes to fire. She expressed concern with response times and the slow timing in calling for mutual aid. Wuensch read the mission statement from the Fire/Emergency Services Review Committee and suggested the Town Board reconvene the committee.

Debra Shove, N7457 County Road XX, stated it was her home that was destroyed in the fire on Saturday and expressed her frustration with the loss of their home and valuables. She spoke concerning the lack of water on site and implored the Board spend more money on the fire department.

Jason Ruhbusch, W8089 Vermeer Street, stated they had a camper fire three months ago and, because it was sited early, they were able to get it under control. He felt the Town needs to look into doing something.

Katie Pongratz, W7950 August Avenue, stated how this was not fair to anyone and noted how lucky no one was inside either house fire. She said that until water is made available in the Town, nothing will change regardless of 24/7 or mutual aid.

Derek Frederixon, W7979 Country Avenue, stated they lost their home to fire in July. He asked the Board to "think outside the box" and look at contracting with another municipality or develop community wells for water source.

Frank Garrow, 143 Wimbolden, noted he was a firefighter on scene and that they did call for mutual aid before going out on route. He said that once the fire gets to a certain point, there is nothing to stop that and, as a department, they do what they can.

## COUNTY SUPERVISOR REPORT

Matt Nikolay, County Board Supervisor, reported on the County budget and noted the 2020 revenues are on track. He talked about the highway shop construction and staffing. Nikolay relayed that the County Road XX project will most likely be delayed until 2023.

## CAR SHOW PRESENTATION

Jim Herrmann, N8698 Garfield Road, thanked the board for the use of the facilities for their car show on September 19<sup>th</sup>. He presented the Town with a \$500 check on behalf of the Midwest Classic Car Club, to be used towards park equipment.

**BROADBAND:** Requester not present, held over until next month.

## COMMUNITY CENTER

Mary Lin Wershofen, W6610 Schilling Road, on behalf of the Holmen Area Community Center, reported the center is now open and online opportunities are available. She noted that beginning next week, small gatherings will start and the senior meal program will be moving in. Wershofen thanked the Town for their partnership and looked forward to developing programs. She did note that some signage was delayed due to COVID but to reassure residents that it is forthcoming.

Robert Stupi, N7577 County Road XX, reviewed the “needs assessment” and noted several program areas that seemed to generate the most interest. He stated they are offering memberships and listed some of the benefits. Stupi asked if any thoughts were given to which program the Town could support. Discussion followed. It was the consensus that the supervisors would review the “needs assessment” and draft Memorandum of Understanding and discuss next month.

## COVID UPDATE

Hall/Shelter/Office status: Discussion took place concerning current process and future plans during the pandemic. The shelter houses will be closed for the season. It was the consensus that, with the uptick in County Covid cases, not to rent the hall at least through the end of November. The Board will continue to monitor and update each month.

### Routes to Recovery Grant Funds:

- (1) iWave-R bi-polar ionization: Filter suggested that if this were installed, the hall would be safer to open to reservations. Discussion followed. Motion by Filter/Herlitzke to accept the bid from Ziegler Heating and Refrigeration to install a iWave-R bi-polar ionization on the three Town furnaces for an amount not to exceed \$1,950. **MOTION** carried unanimously.
- (2) Touchless restroom equipment: Clerk Pedretti explained the three quotes. Discussion followed. Motion by Herlitzke/Mieden to approve Caulum bid not to exceed \$5,050 and that it is installed by November 15<sup>th</sup>. **MOTION** carried unanimously.
- (3) Laptop computer: Clerk Pedretti explained the safety needs for a laptop for absentee voting and zoom meetings. Discussion followed. Motion by Herlitzke/Mieden to approve MCS Networks bid for a laptop for \$1,200. **MOTION** carried unanimously.

Update on election safety measures: Clerk Pedretti explained the safety measures that will take place for in-office absentee voting and election day.

## PUBLIC WORKS

Old equipment: Town Crew Supervisor John Frauenkron explained the list of equipment currently not being used and sitting in storage. Discussion followed concerning the equipment and possible process for selling. Motion by Mieden/Filter to approve the list as presented

tonight of unused equipment for disposal be sold and authorize the clerk and John to determine the pricing. **MOTION** carried unanimously.

Overnight parking: An email from a resident concerned with street parking was reviewed. It was the consensus to continue the Town policy of addressing each individual issue as they arise. Fire Chief Manley stressed the importance of no parking in cul-de-sacs year-round for access of the fire apparatus.

Town crew report: Frauenkron reviewed the written crew report. Discussion followed concerning the Sunrise Lane drainage pond.

## PLAN COMMISSION

Rename Country Estates Park: Erik Malvik, W7731 Country Avenue, explained the request to rename Country Estates Park to the Lloyd Dresen Park to honor Dresen's many contributions to the Town. He gave background on the many projects spearheaded and supported by Dresen since he moved to Country Estates in 1984 and his service as a Park Committee member for 15 years. Malvik noted he has a letter of support from Dave Skogen. He also noted Dresen's many contributions to other community projects. Clerk Pedretti read the resolution into the record as follows:

### RESOLUTION 2020-5

#### ESTABLISHING THE LLOYD DRESEN PARK

***WHEREAS**, in 1974 the Country Estates Addition was platted and an outlot was designated for a town park; and*

***WHEREAS**, in August of 1983, with the leadership of Lloyd Dresen, residents of Country Estates submitted a request to the Town Board for the development of a neighborhood park; and*

***WHEREAS**, the creation of the park became a reality by resolution of the Holland Town Board on June 5, 1985; and*

***WHEREAS**, throughout the planning and implementation process, Lloyd Dresen sought donations and volunteer help in building the park; and*

***WHEREAS**, Lloyd Dresen served many years as a member of the Town of Holland Park Committee and assisted in numerous Town projects; and*

***WHEREAS**, the Town of Holland wishes to formally designate the park in Country Estates in honor of Lloyd Dresen;*

***NOW, THEREFORE BE IT RESOLVED**, that the Country Estates Park be hereby named the Lloyd Dresen Park.*

*Dated this 14<sup>th</sup> day of October, 2020.*

Motion by J Pedretti/Filter to approve Resolution 2020-5 establishing the Lloyd Dresen Park. **MOTION** carried unanimously.

Land donation: Michael Arneson, via zoom in Montana, explained his proposal to donate 2-3 acres of land along Amsterdam Prairie Road, across from the McGilvary Bridges trailhead, which could be utilized for parking, restrooms and/or additional trails. He explained the Arneson/Stephenson family has owned land in Holland since 1870. He has had discussions with the Friends of the McGilvary Bridges, who expressed a need for additional parking and possibly restrooms. Arneson noted this would be the first step and details would need to be worked through if accepted. Discussion followed. Motion by Mieden/J Pedretti to accept the donation of the property and work with the Arneson family on the development. **MOTION** carried unanimously.

Rezone petition Koelbl: Scott Koelbl, N8467 O. Thompson Road, explained his request to change the boundary lines for five-acres of a 22.54 acre parcel, creating a shift in the Rural and Exclusive Ag District zoning. He noted this rezone would better situate their home to allow a garage addition. Koelbl reported he spoke with neighbors, who are supportive of this request. Chair Michaels reported the Plan Commission unanimously recommended approval. Motion by Mieden/Herlitzke to approve the Scott Koelbl request on the rezone petition application as presented tonight. **MOTION** carried unanimously.

Zoning variance Kawatski: Joseph Kawatski, W7495 Council Bay Road, explained his variance request. He purchased the farm in 1978 and began adding buildings for his Christmas tree farm business and for livestock. He would like to add (to a current building) secure storage and learned that, under the General Ag District, he has too many buildings. Kawatski explained his proposal to remove three buildings, which would reduce the square footage to under 5,000 and would decrease the number of buildings from the current nine down to six (three enclosed structures and three open structures). Chair Michaels reported the Plan Commission unanimously recommended approval with the consensus that this proposal would improve the property without adding any new buildings. Motion by Filter/J Pedretti to recommend granting the variance for Joseph and Sandra Kawatski, at W7495 Council Bay Road, to exceed the number of accessory buildings allowed with the stipulation that three of them will be removed with a total of 1,604 square feet within 12 months of approval. **MOTION** carried unanimously.

Town survey: Clerk Pedretti explained the consultant's work on developing a Town survey to assist in the Comprehensive Plan updates. Discussion followed concerning best approach to issuing the survey and the timing of such. Motion by Filter/Mieden to conduct a Town survey to assist in the Town's Comprehensive Plan, posting a link on the Town's website along with having paper copies available in the foyer on a table and putting notices where we put our monthly meeting notices. **MOTION** carried unanimously.

Public Participating Plan: Clerk Pedretti explained the requirement to have an official public participation plan in place for the update process. Motion by Mieden/Filter to approve the updated Public Participation Plan for the Town of Holland's Comprehensive Plan of 2020. **MOTION** carried unanimously.

Report on 10/7/20 meeting: Michaels reviewed the minutes from the Plan Commission's October 7<sup>th</sup> meeting.

## **PARK COMMITTEE**

Park donation match: Herlitzke explained the proposal by Mike Flury to donate \$25,000 towards a multi-use field if the Town matches funding to complete the project. He explained the project and partnerships. Discussion followed. It was the consensus the improvements would benefit the residents and that CapX money could be utilized. Motion by Herlitzke/J Pedretti to approve the match of up to \$25,000 donation for the Holland Estates park multi-use field if completed within 24 months. **MOTION** carried unanimously.

Fitness course equipment: Herlitzke explained the Town budgeted \$64,000 for the fitness (aka ninja) equipment but ordering was delayed due to COVID. He reported that the committee approved a design and he contacted the vendor with the good news that the equipment was now half price, which allows for the remaining funds to be utilized for professional installation. Discussion followed. Motion by Filter/Herlitzke to purchase the ninja course equipment and installation from Lee Recreation LLC in the amount of \$64,703.00. **MOTION** carried unanimously.

2021 Budget: Herlitzke reviewed the 2021 budget request of \$25,000. Motion by J Pedretti/Filter to approve \$25,000 for the park budget 2021. **MOTION** carried unanimously.

Report on 9/29/20 meeting: Herlitzke reviewed the minutes of the September 29<sup>th</sup> meeting.

## **FIRE DEPARTMENT**

Fire Chief Buck Manley reviewed the Fire Board minutes of September 16<sup>th</sup>.

## **STORMWATER**

GEC contract: Chair Michaels explained that the engineer anticipates the cost could be less than the \$10,000 to \$15,000 range as stated in the proposal. Discussion followed. Motion by Mieden/Filter to approve the proposal from General Engineering Company (GEC) for the coming year not to exceed \$15,000. Further discussion took place. **MOTION** carried unanimously.

Next steps: Herlitzke suggested the next step would be to conduct a stormwater workshop to hear from the residents and to involve them in the process. The workshop date was set for Tuesday, November 10<sup>th</sup> at 6:30 p.m.

Update on stormwater at Bice & Van Dunk: Ivy Noffke, N7105 Bice Avenue, stated they are the owners of the lot on the corner of Bice and Van Dunk and she agrees with the stormwater utility creating a long range plan; however, their issue has not been talked about since February and feels the drainage problem is a short-term time bomb. She spoke of the expansion in the area that has created drainage problems and shared some photos from flooding in July of 2016 and March of 2019. She noted engineer plans were developed but no action has been taken since and suggested the Town could get creative in funding the work. Discussion followed. It was the consensus to refer this to Plan Commission.

Katie Pongratz, W7950 August Avenue, reported they have a similar issue and explained how “retention” areas were relabeled “drainage” areas. She noted ditches have been filled in, causing drainage issues in the neighborhood. Chair Michaels noted a stormwater utility would be able to police and address these issues.

## **2021 PRELIMINARY BUDGET**

Review 2021 preliminary budget: Clerk Pedretti reviewed the changes to the 2021 preliminary budget from the last draft. Discussion followed.

(1) Seal coat roads: A list of roads with seal coating schedules was reviewed. Motion by Herlitzke/J Pedretti to seal coat Vermeer, Tulip, Rotterdam, Prairie Woods and Prairie Meadows in 2021. **MOTION** carried unanimously.

(2) Clerk hours: Discussion took place concerning whether to change the clerk hours to be more consistent. Motion by Filter/Mieden to adjust the clerk’s office hours in 2021 to be Monday through Thursday, 8:00 a.m. to 1:00 p.m. **MOTION** carried 4 to 1 (Herlitzke).

Discussion continued on the preliminary budget. It was the consensus to use the numbers provided tonight for the public hearing.

2021 budget hearing date: It was the consensus to schedule the public hearing before the regular Town Board meeting on November 11<sup>th</sup>.

## **2021 TOWN NEWSLETTER**

Suggested articles: Fire department safety (Fire Chief Manley will draft), dog control changes, stormwater utility, Arneson/Stephenson land donation, new park equipment, new park name.

## **2021 FEE SCHEDULE**

No changes suggested to the fee schedule.

### **ELECTION INSPECTORS**

Clerk Pedretti presented a list of seven additional election inspectors, some of whom have already served under an “emergency” appointment and some are new to the work. Motion by Herlitzke/J Pedretti to approve the list of additional election officials for the 2020-21 term. **MOTION** carried (Mieden abstained).

### **TREASURER’S REPORT AND BILLS**

The September Treasurer’s report and October invoices were reviewed. Motion by Mieden/ Herlitzke to accept the Treasurer’s report and approve paying the bills for the month in the amount of \$69,404.98. **MOTION** carried unanimously.

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

Clerk Pedretti received notice from the Department of Revenue that the Town is being challenged concerning an assessment with the hearing held via phone conference on October 21<sup>st</sup>.

Future agenda items: fire protection and referendum.

### **CLOSED SESSION**

Motion by J Pedretti/Filter to enter into closed session, under Wisc. Statutes 19.85(c) for: “...consideration of employment, compensation or performance evaluation data...” of Town employees to wit: discuss Town crew temporary opening. Roll call vote: passed unanimously. Entered into closed session at 9:15 p.m. Clerk Pedretti and Town Crew members Frauenkron and Paulson were asked to remain.

Returned to open session at 9:51 p.m. Michaels reported no action taken during closed session.

Motion by Filter/Herlitzke to contract with P Dunn Enterprise to plow out cul-de-sacs at \$90 an hour upon being called out by John. **MOTION** carried unanimously.

### **ADJOURN**

Motion by Herlitzke/Filter to adjourn. **MOTION** carried unanimously. Adjourned at 9:52 p.m.

Respectfully submitted,  
Marilyn J. Pedretti, Town Clerk