

## TOWN OF HOLLAND BOARD MEETING

October 12, 2022

<b>MEMBERS PRESENT</b>	Chair Bob Stupi, Supervisors Nikole Hauser, Jeff Herlitzke and Kathy Warzynski
<b>EXCUSED</b>	David Weber
<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 Warzynski/Herlitzke to approve the minutes of September 14, 28 and October 3, 2022. **MOTION** carried.

### CITIZENS' CONCERNS

Paul Sobkowiak, W6480 County Road V, spoke on behalf of the snowmobile club, and requested some route signage along Flaten Road. Stupi indicated this item will be added to the November 9<sup>th</sup> agenda.

### COUNTY SUPERVISOR REPORT

Matt Nikolay, County Board Supervisor, reviewed the draft County budget and noted a projected 1.8% decrease in the levy.

### PUBLIC WORKS

Town Shop: Stupi gave an update on construction of the new Town shop and sand storage shed.

Compost site: Herlitzke reviewed several quotes concerning the possible installation of gates at the compost site. Discussion followed concerning the installation, costs and possible user fees. Carrie Ewing, N9287 Mark Trail, asked if the fee would be per household and Herlitzke noted it would be only charged to those residents who utilize the compost site. Motion by Herlitzke/Warzynski to approve spending not to exceed \$26,000 on Hoover Fence quote for the fence and the Access Security quote for the access control kit using ARPA funds to finance. **MOTION** carried unanimously.

#### Equipment purchases:

Trailer: John Frauenkron, Town Crew Supervisor, explained the quotes to purchase a trailer to haul the brine tank. Discussion followed. Motion by Herlitzke/Hauser to approve the quote #1 from Auto & Toy Trader for a 5' x 8' at \$1,999. **MOTION** carried unanimously.

Brine Tank: Frauenkron explained the quotes to purchase a brine tank fuel pump and water pump. Discussion followed. Motion by Herlitzke/Warzynski to approve the Auto Value 12 gpm at \$295.95 as well as the water pump for \$249.99 from Farm and Fleet. **MOTION** carried unanimously.

LED lights: Stupi explained that only the newest truck has the LED lights and he reviewed the quote for the other two. Discussion followed. Motion by Herlitzke/Warzynski to approve the Universal Truck quote for LED light for two plow trucks for \$1,986. **MOTION** carried unanimously.

Air hose reel: Stupi explained that the air hose reels would be needed in the new shop. Motion by Herlitzke/Hauser to approve Auto Value quote for air hose reels with the hose on for \$579.98. **MOTION** carried unanimously.

Culvert endwall: Stupi noted the memo from the consultant was just received. Warzynski noted there were two options, neither of which provided a cost estimate. Discussion followed. It was the consensus to check with our engineer on options and cost estimates.

Sand delivery: Stupi reviewed the two quotes received to deliver sand from the County Highway Department during the winter season. Discussion followed. Motion by Hauser/Warzynski to accept the quote from SandBox Express for \$60/load with a minimum three load to stock pile. **MOTION** carried unanimously.

Town Crew report: Frauenkron reviewed his written report.

## **STORMWATER UTILITY COMMISSION**

Policy draft: Warzynski reported the Commission recommended adopting the draft policies on maintaining driveway culverts and gravel shoulder requirements by residents. Motion by Hauser/Herlitzke to pass the right-of-way Town policy for maintenance of driveway culverts and gravel shoulders. **MOTION** carried unanimously.

Culvert replacement: Warzynski reported the initial estimate for the Christopherson Road stormwater damage repair work did not include culvert replacement but has since been discovered that the culvert needs to be replaced. Discussion followed. Motion by Herlitzke/Hauser to approve the culvert replacement and asphalt work on Christopherson Road not to exceed \$8,000. **MOTION** carried unanimously.

Ditch work: Warzynski reviewed the estimate to perform ditch work on Casberg Coulee Road and Sylvester Road. She noted there will need to be additional funds allocated to purchase breaker rock, seed and matting to complete the work. Discussion followed. Motion by Herlitzke/Hauser to approve the estimate up to \$800 for ditch work and additional funds not to exceed \$1,200 for rock, seed and matting. **MOTION** carried unanimously.

Report 10/5/22: Warzynski reviewed the September 10<sup>th</sup> meeting. She noted it was their recommendation that the 2022 ERU should remain the same.

## **FIRE DEPARTMENT**

2023 budget: Stupi reported the Fire Board discussed the 2023 budget on October 5<sup>th</sup> and are awaiting word from the City of La Crosse on either continuing the management in 2023 or if they will withdraw at the end of 2022. He noted they have developed two budgets to deal with whether the referendum passes or fails.

Referendum planning: Stupi reported the flyer was mailed and the first public information meeting will take place tomorrow night. Discussion followed on process and it was the consensus to provide a zoom link and recording for public options.

Report on meetings: Stupi reported calls were up with duplication calls up 37%. He reviewed the minutes. Herlitzke reported he is watching for SAFER grants.

## **AD-HOC COMMITTEES**

Trail development: Hauser reviewed the minutes of September 26<sup>th</sup> and noted they meet again on November 14<sup>th</sup> to review the draft report.

Broadband: Herlitzke reported the Town was not awarded a grant from the last round but we will continue to apply. He noted he has reached out to other vendors for possible partnerships but nothing has developed at this time.

**2023 BUDGET, FEES AND NEWSLETTER**

2023 budget draft: Pedretti reported on several line item changes. Discussion followed and it was the consensus to hold off on finalizing a budget until after the referendum vote.

2023 fee schedule: Herlitzke noted we should add the compost site fobs to the fee schedule.

Discussion followed and it was the consensus to discuss next month. Pedretti reported the building inspector may be increasing some of his fees.

2022 ERU: Warzynski reported the Commission recommends the Stormwater Equivalent Runoff Unit (ERU) fee should remain at \$45. Motion by Herlitzke/Warzynski to approve the 2022 ERU rate be set at \$45. **MOTION** carried unanimously.

2023 newsletter: Pedretti listed several articles for publication and asked for input. Discussion followed.

Budget hearing: Pedretti noted the hearing notice must be posted 15-20 days before the hearing, which makes the usual second Wednesday of November impossible due to the referendum vote on November 8<sup>th</sup>. Discussion followed. Motion by Herlitzke/Hauser to set the 2023 Budget public hearing date for November 28<sup>th</sup> at 6:30 at the Town Hall. **MOTION** carried unanimously.

**TOWN ADMINISTRATION**

Voting equipment: Pedretti explained her request for a second ExpressVote machine to assist with absentee voting and reported funds are available in the 2022 budget. Discussion followed concerning the warranty. Motion by Herlitzke/ Hauser to approve purchase of additional ExpressVote machine in the amount not to exceed \$4,200. **MOTION** carried unanimously.

Hall HVAC: Stupid explained the damper and other system parts need repair work and noted funds are available in this year's budget. Motion by Warzynski/Hauser to repair the Town hall heating system with the cost not to exceed \$3,800. **MOTION** carried unanimously.

Election inspectors: Pedretti explained the two workers were missed in the spring appointment list. Motion by Warzynski/Hauser to appoint two election inspectors Sally Fonger and Nancy Gilmore. **MOTION** carried unanimously.

WTA Convention: Stupi and Pedretti reported on the various workshops attended during the WTA convention held October 10-11.

**RESOLUTION 2022-5**

The clerk read the following into the record:

**RESOLUTION OF THE TOWN BOARD  
TO AMEND THE 2022 BUDGET**

***WHEREAS**, in December 2021, the Town of Holland set the 2022 Town budget with revenues and disbursements not to exceed \$1,622,284.43; and*

***WHEREAS**, Wis. Stats. 65.90(5)(a) requires the approval of two-thirds of the members of the Town Board to amend an adopted budget; and*

***WHEREAS**, year-to-date, the ARPA Reserve Account has a balance of \$400,473.58; and*

***WHEREAS**, year-to-date, the ARPA Expense Account has a deficit of \$230,161.12;*

***NOW THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Holland does hereby resolve and order as follows:*

*That the sum of \$230,161.12 is hereby transferred from the*

*ARPA Reserve Account to the ARPA Expense Account.*

*Dated this 12<sup>th</sup> day of October, 2022*

Motion by Herlitzke/Hauser to approve Resolution 2022-5. Roll call vote. **MOTION** carried unanimously.

**TREASURER’S REPORT AND BILLS**

The Treasurer’s report and invoices were reviewed. Motion by Herlitzke/Warzynski to accept the Treasurer’s report and approve paying the monthly expenses in the amount of \$244,874.15.

**MOTION** carried unanimously.

**ANNOUNCEMENTS**

Stupi reported the job ad was posted in the Tribune but the costs were too prohibitive in the other options listed last month. He invited members to assist with moving the Town shop from the current location to the new building next Friday morning. He invited members to attend the fire referendum public information sessions on October 13<sup>th</sup> or 25<sup>th</sup>.

**ADJOURN**

Motion by Herlitzke/Hauser to adjourn. **MOTION** carried. Adjourned 8:26 p.m.

Respectfully submitted,  
Marilyn J. Pedretti  
Town Clerk