

TOWN OF HOLLAND BOARD MEETING

March 8, 2023

MEMBERS PRESENT	Chair Bob Stupi, Supervisors Nikole Hauser, Jeff Herlitzke and Kathy Warzynski
EXCUSED	David Weber
STAFF PRESENT	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 Herlitzke/Hauser to approve both sets of minutes of February 8, 2023. **MOTION** carried.

CITIZENS' CONCERNS: none given.

COUNTY SUPERVISOR REPORT

Dennis Jacobsen, County Board Supervisor, introduced himself and gave some history on county roads and the funding system. He talked about ARPA and Broadband.

LOCAL GOVERNMENT FUNDING

Karl Green, Program Manager, UW-Extension, gave a presentation concerning the recent "Renewing a Sustainable and Equitable State and Local Government Funding Partnership" report. Discussion followed concerning how best to utilize the report to change the funding system to adequately fund local government. A link to the report will be added to the Town's web page.

PUBLIC WORKS

Town shop open house: Stupi asked for input on the open house scheduled for May 11th, 6:00-8:00 p.m. It was the consensus to keep it simple with light refreshments, self-guided tours and no official program.

Town shop driveway: Stupi reported the current gravel driveway does not hold up to the pressure of the plow trucks and sand loading. Discussion followed and it was the consensus to hold bid opening at the April 12th Town Board meeting. Motion by Warzynski/ Herlitzke to go out for bid to pave the town shop driveway. **MOTION** carried unanimously.

Briggs/MH round-about: Stupi reported the Village of Holmen received bids for the work on the round-about and noted the work is scheduled to commence this May.

Town Crew report: John Frauenkron, Town Crew Supervisor, reviewed the written Town Crew report.

PLAN COMMISSION

Right-of-way (ROW) Ordinance: Warzynski explained the need to regulate work within the right-of-way and outlined the language in Amendment #1 to Ordinance 1-2022, the Driveway and Culvert Ordinance, which would be amended to the Driveway, Culvert and Right-of-Way Ordinance. This item will return next month for the second/final reading.

ROW Work Permit Application: Warzynski outlined the requirements of the Right-of-Way Work Permit Application. Discussion followed. Motion by Herlitzke/Warzynski to accept the Right-of-Way Work Permit Application. **MOTION** carried unanimously.

Report 3/1/23 meeting: Warzynski noted all was covered.

STORMWATER UTILITY COMMISSION

Warzynski reviewed the March 1, 2023 minutes. She noted the General Engineering Company will be holding a workshop for residents of the Gaynor Addition at 6:30 p.m. on March 15th to discuss future stormwater work.

PARK COMMITTEE

Stephenson Farmstead Park: Hauser reported the committee met with Butch Kleinsmith concerning making the walking trail at the Stephenson Farmstead Park more accessible for strollers and handicapped visitors. Discussion followed. It was the consensus to connect Butch with our Town Crew and the Friends of the McGilvray Bridges group to determine the extent of the work and possible cost sharing options.

Flury Field:

- (1) Hauser reported Michael Flury and Ben Filter have been working to complete the dug-out roofs.
- (2) Hauser reviewed the quote to make a park sign for the new Flury Field. Discussion followed. Motion by Herlitzke/Hauser to purchase the Flury Field sign from the Sign Ranch in the amount of \$950. **MOTION** carried unanimously.
- (3) Hauser reported Flury requested park trees for around the new field. Doug Klenke N954 Sunrise Lane, suggested cost sharing with the organizations that will be utilizing the field. Discussion followed. It was the consensus to watch the pedestrian traffic flow over the summer and consult with the Park Committee again this fall.

Park events: Hauser noted the Board has discussed this policy and the Committee affirmed the process. Discussion followed. Motion by Herlitzke/Hauser to adopt the “Park Event/Facility/Tournament Reservation” permit form. **MOTION** carried unanimously.

Report 2/13/23 meeting: Hauser noted everything had been covered.

FIRE DEPARTMENT

Report 2/23/23 meeting/fire calls: Stupi reviewed the minutes of the February 23rd meeting and noted the calls are down as the Town of Onalaska is no longer in the count. He reported Ryan Ostreng has been hired as the new Fire Chief and work is progressing on forming a Fire Commission.

Fire agreement: Stupi reported no changes were made to the agreement since the last time the Board discussed the document. Motion by Herlitzke/Hauser to approve the “Fire Protection and Emergency Services Agreement” as amended January 1, 2023. **MOTION** carried unanimously.

BROADBAND

Warzynski reported on information received at the WTA Unit meeting last week and noted the County is now designated Broadband Forward. Discussion followed concerning process, unserved vs underserved and the current inaccurate mapping. It was the consensus to designate the Clerk as the point-of-contact with the County.

TOWN ADMINISTRATION

Banquet chairs: Members reviewed options for replacing the current banquet chairs in the Town hall. It was the consensus to obtain pricing for chairs similar to the current folding chairs.

Members also discussed options for selling the current banquet chairs. Both items will return next month for further discussion.

Town audit: Pedretti reported our accountant was unable to perform an audit this year and thought others may not either due to employee shortages. Discussion followed. It was the consensus to go out for a quote this fall.

RESOLUTION 2023-1

The clerk read the following into the record:

**RESOLUTION AUTHORIZING ACCEPTANCE OF
DEPARTMENT OF TRANSPORTATION –
TRANSPORTATION ALTERNATIVE PROGRAM GRANT FUNDING**

WHEREAS the Town of Holland is applying for a Wisconsin Department of Transportation - Transportation Alternative Program grant to fund the paving of the Holland Bike Trail; and

WHEREAS the Wisconsin Department of Transportation (WisDOT) requires a local resolution of support for the proposed project, executed by a governing body that has the authority to make financial commitment on behalf of the project sponsor; and

WHEREAS, the Town of Holland recognizes that WisDOT reimburses project sponsors for the Federal share of 80% of the approved TAP project costs, up to the limit of the Federal award amount. In light of the minimum twenty 20% match requirement, the Town of Holland commits to securing the matching funds if the project is awarded.

NOW, THEREFORE, BE IT RESOLVED by the Town Board that if the Town of Holland is awarded funding by WisDOT for the 2023-2025 TAP award cycle the Town of Holland is authorized to and agrees to accept the award and enter into all necessary agreements with WisDOT for the above-referenced project and commits to securing the matching funds if the project is awarded funding; and

BE IT FURTHER RESOLVED, the Town of Holland agrees to comply with all applicable laws, requirements and regulations as outlined in the WisDOT 2023-2025 TAP application materials, the state-municipal agreement between WisDOT and Town of Holland, and any other program and/or project documentation.

BE IT FURTHER RESOLVED, that the Town Chair and Town Clerk are hereby authorized to perform all duties to effectuate this resolution.

Dated this 8th day of March, 2023.

Motion by Herlitzke/Warzynski to adopt Resolution 2023-1. **MOTION** carried.

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 this month's bills in the amount of \$222,744.50.

MOTION carried unanimously.

ANNOUNCEMENTS AND FUTURE AGENDA ITEMS

The clerk announced absentee ballots will be mailed on Tuesday. Klenke asked that the Town move forward on the bike and pedestrian recommendations.

CLOSED SESSION:

Motion by Herlitzke/Warzynski to enter into closed session under Wisc. Statutes 19.85(e) for “...deliberating or negotiating the purchasing of public properties, the investing of public funds, or conduct other specified public business...” to wit: discuss negotiations for fire protection services; and under Wisc. Statutes 19.85(1)(c) for: “...consideration of employment, compensation or performance evaluation data...” to wit: discussion of duties and compensation for Town crew members. Roll call vote. **MOTION** carried unanimously. John Frauenkron was asked to remain. Entered into closed session at 8:18 p.m.

Motion by Herlitzke/Hauser to return to open session. **MOTION** carried. Returned to open session at 8:34 p.m. Stupi reported no action taken during the closed session.

ADJOURN

Motion by Herlitzke/Hauser to adjourn. **MOTION** carried. Adjourned 8:34 p.m.

Respectfully submitted,
Marilyn J. Pedretti
Town Clerk