

TOWN OF HOLLAND BOARD MEETING

March 13, 2024

MEMBERS PRESENT	Chair Bob Stupi, Supervisors Jeff Herlitzke and Michael Hoffman
EXCUSED	Nikole Hauser and David Weber
STAFF PRESENT	Town Crew David Carlson, 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/Herlitzke to approve the minutes of February 14, 2024. **MOTION** carried.

CITIZENS' CONCERNS: None given.

COUNTY SUPERVISOR REPORT:

Matt Nikolay, County Board Supervisor, reported they are tweaking the ATV approval process, have begun strategic planning and they received an update on the Hillview remodeling project. He provided the Board with a map of the 5-year road plan. The Board thanked him for his input and service over the years and wished him luck as his term ends.

HOLMEN YOUTH BASEBALL

Justin Brandau, N5793 Lake Point Drive, Onalaska, representing the Holmen Youth Baseball Parents' Association (HYBPA), provided two rental agreements for summer tournaments. Discussion followed concerning parking and the possibility of barricading the front parking lot during meeting nights. Motion by Herlitzke/Hoffman to approve the request by the Holmen Youth Baseball Parents' Association for use of the Town ballfield and park shelter for the 2024 season. **MOTION** carried unanimously.

PUBLIC WORKS

Road replacement: Pedretti opened and read the bid received. Discussion followed concerning road widths. Motion by Herlitzke/Hoffman to approve the bid from Mathy Construction in the amount not to exceed \$131,759.80 for the replacement of Taube and Red Cloud Roads. **MOTION** carried unanimously. The clerk was directed to clarify road widths and costs with Mathy.

Roads within New Amsterdam: Stupi reported they met with Jewell Engineering and drove each of the roads with discussion regarding drainage and road widths. Discussion followed concerning the costs and whether to seek other options. Motion by Hoffman/Herlitzke to approve the Jewell Associates quote for engineering work not to exceed \$78,000. **MOTION** carried unanimously.

Seal coat/crack fill list 2024: Stupi reviewed the list of possible roads to seal coat/crack fill in 2024. Discussion followed. It was the consensus to seek a cost estimate from La Crosse County.

Equipment requests: David Carlson, Town Crew, explained their request to purchase a sweeper attachment for the Bobcat and noted it could be used to clear salt around the shop and Town hall, assist with shouldering, and clean snow up in some areas. Discussion followed. It was the consensus to discuss further with the 2025 budget discussions.

Carlson also explained the request to purchase a hot water pressure washer and how it would assist in maintaining equipment. It was the consensus to discuss either later this year if there were a budget surplus or with the 2025 budget discussions.

New plow truck: Stupi reported the Board did view the City of Onalaska's truck fleet and noted there were many options. Discussion followed. It was the consensus, with the shortage of board members tonight, to continue discussions next month.

Part-time crew member: Pedretti reported there have been no inquiries concerning the part-time Town crew job opening. Discussion followed concerning process and it was the consensus to place an ad with Indeed tomorrow with an application deadline of March 28th. Board members will conduct the interviews late afternoon on April 4th.

Winter road maintenance policy: Stupi suggested developing a winter road maintenance policy to assist in educating the public in addition to clarifying for the public and our Town crew on process. Discussion followed. It was the consensus, with the shortage of board members tonight, to continue discussions next month.

Casberg Coulee bridge: Stupi reported the Town crew removed brush and trees from the right-of-way and noted it revealed areas of erosion. He reported the engineer indicated the Environmental Document and Design Study Report was approved, they submitted the final bridge plans to DOT-Bureau of Structures for review, they are working to finalize roadway plans to be submitted to DOT by April 1st and all plans, specifications and estimates for letting are due to DOT by May 1st. Stupi noted the project is on schedule for letting in August 2024. Kevin Olson, W6688 Casberg Coulee Road, asked if there was a project completion date yet. Stupi stated a construction completion date should be solidified at the time of letting and it is still anticipated the bridge will be traversable by fall (pavement may be completed in spring 2025).

Crew report: Carlson asked if there were questions on the written report. Stupi noted the crew did identify 16 culverts that would fall within the DOT reporting survey.

PLAN COMMISSION

La Crosse County Comp Plan: Hoffman reported the Plan Commission did not have any input concerning the La Crosse County Comprehensive Plan – Envision 2050. Pedretti reported the plan has some good sustainability items, was agricultural friendly and was well drafted.

Road standards for non-subdivision roads: Hoffman reported on their discussion concerning road widths and pavement. Members reviewed the draft recommendation and discussion followed. Motion by Herlitzke/Hoffman to approve the Town of Holland Road Standards policy. **MOTION** carried unanimously.

Report on 3/6/24 meeting: Hoffman noted nothing further to report.

STORMWATER COMMISSION

2024 maintenance plan: Hoffman reported the maintenance planning is moving forward with the Country Estates/Bice Addition/Brentwood Addition areas. He noted General Engineering Company (GEC) received some good responses to their letter to residents and they should be on-site soon.

Stormwater plans: Hoffman reported GEC has an offer to develop some management plans to adhere to the DNR MS4 requirements. Discussion followed. Motion by Hoffman/Herlitzke to contract with GEC to develop a Stormwater Pollution Prevention Plan

(SWPPP) and Stormwater Management Plan (SWMP) for a cost not to exceed \$5,000.

MOTION carried unanimously.

Gaynor drainage project: Hoffman reported the project is moving forward and noted there was a contractor supply issue, resulting in utilizing metal culverts rather than plastic. He noted a pre-construction meeting will be held March 21st at 10:00 a.m.

Stormwater Public Education and Outreach: Pedretti presented on the City of Onalaska's public education and outreach as required by the DNR MS4 stormwater permit.

Report on 3/6/24 meeting: Hoffman had nothing further to report.

FIRE DEPARTMENT

Herlitzke reviewed the February minutes of the Holmen Area Fire Board and noted the Fire Commission held their first meeting.

TOWN ADMINISTRATION

Remote attendance: Stupi reported this was the second reading of the amendment to add language concerning virtual meetings and remote attendance. Motion by Herlitzke/Hoffman to approve Amendment #5 to Ordinance 1-2012: Government Body Ordinance. **MOTION** carried unanimously.

Reappointment resolution:

Clerk Pedretti read the following into the record:

RESOLUTION #2024-2

Reappoint Town Treasurer & Town Clerk

***WHEREAS**, the Town of Holland residents, at their annual Town meeting on April 10, 2001, voted to authorize a change for the Town treasurer and Town clerk from elected positions to appointed positions; and*

***WHEREAS**, Section 60.10(1)(b)2m authorizes the Town Board to provide for the appointment of the Town treasurer and Town clerk; and*

***WHEREAS**, on February 12, 2003, the positions of Town treasurer and Town clerk were appointed by the Town Board for a three year term each and reappointments were given for additional three year terms;*

***NOW THEREFORE BE IT RESOLVED** that we, the Town Board of the Town of Holland, does hereby reappoint the town treasurer Marla Wagner to a three (3) year term beginning April 1, 2024 and ending March 31, 2027.*

***BE IT FURTHER RESOLVED** that we hereby reappoint the town clerk Marilyn Pedretti to a three (3) year term beginning April 1, 2024 and ending March 31, 2027.*

***BE IT FURTHER RESOLVED** that their salaries will be reviewed annually with their wages and benefits established by the Town Board.*

Dated this 13th day of March, 2024.

Motion by Herlitzke/Hoffman to approve Resolution 2024-2. **MOTION** carried unanimously.

Policy on using Amazon business: Stupi explained the benefits of utilizing the Amazon Business for some items to save tax dollars. He noted some of the safe-guards in the draft policy. Motion by Herlitzke/Stupi to approve the Amazon Purchasing Policy.

MOTION carried unanimously.

WTA unit meeting: Pedretti reviewed the written report from the WTA District meeting held March 1, 2024

TREASURER'S REPORT AND BILLS

The Treasurer's report and invoices were reviewed. Motion by Herlitzke/Hoffman to accept the treasurer's report and approve the bills in the amount of \$224,125.74. **MOTION** carried unanimously.

ANNOUNCEMENTS AND FUTURE AGENDA ITEMS: Pedretti reported the Board of Review was set for May 29th, 4-6 pm. She noted the election is April 2nd and in-office absentee voting starts next week. Vacation schedules were shared and Town coverage coordinated. Stupi reported the WTA Unit meeting held in February was good.

ADJOURN

Motion by Hoffman/Herlitzke to adjourn. **MOTION** carried. Adjourned 7:55 p.m.

Respectfully submitted,
Marilyn J. Pedretti
Town Clerk