

## TOWN OF HOLLAND BOARD MEETING

December 9, 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 & Norm Clark

### CALL TO ORDER

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

### MINUTES

Motion by Mieden/Herlitzke to approve the minutes of the six meetings (November 11<sup>th</sup>).

**MOTION** carried.

**CITIZENS' CONCERNS:** none given.

**COUNTY SUPERVISOR REPORT:** none given.

### BROADBAND IN RURAL AREAS

Herlitzke reported on his research concerning rural broadband options. He talked with the Town of Farmington and the first step is to pass a resolution to become "broadband forward certified". Herlitzke noted that once that happens, we would notify service providers who will then look at costs and help do the grant work. Filter reported that the grant money may be hard to get and noted there are different services like wire versus wireless. It was the consensus to move forward and the Clerk was directed to get a draft resolution from Farmington. Jason Holter (via zoom), W6632 County Road T, thanked the Board for their help and hard work putting this together.

### CSM: ARNESON DONATION

Motion by Mieden/Filter to approve the Certified Survey Map for Pinnacle Gold Company, Gallatin Gateway, Montana, a 2.32 acre parcel split from parcel 8-1058-0 along Amsterdam Prairie Road. **MOTION** carried unanimously.

### COVID UPDATE

Hall/Office status: Michaels stated that there were 127 new cases today in the County and suggested that all meetings should take place via zoom, nothing in-person. Discussion followed. It was the consensus to allow members to choose whether they wanted to attend in person or via zoom. All rentals are canceled and the office closed through the end of January.

Covid employee policy: Clerk Pedretti explained the need for some type of protocol for employees concerning the pandemic and sick-leave. She provided some background on what other municipalities are doing and shared the Federal leave policy and protocol policy from the Town of Campbell. Discussion followed. Motion by Filter/J Pedretti to adopt by reference the attached policy and update as needed with current standards. **MOTION** carried unanimously.

### PUBLIC WORKS

Shop plumbing: Frauenkron explained that the current plumbing in the shop is plastic, which is cracking and leaking. He suggested replacing with copper. Board members reviewed a

quote received. Motion by J Pedretti/Herlitzke to accept Caulum Plumbing quote for \$720 to fix the water piping in the shop. **MOTION** carried unanimously.

Compost contract: Clerk Pedretti reported on the negotiation with the Green Earth contract renewal. Tom Dummer, N6775 County Road XX, owner of Green Earth, stated he would most likely haul at least once a week. Motion by Mieden/J Pedretti to approve Green Earth contract option #2 at \$6,500 a year. **MOTION** carried unanimously.

Radar reports: Filter explained the radar speed sign reports from Old NA east, Old NA west and Pedretti Street. Discussion followed. Michaels asked Frauenkron to move the radar sign on the east end. Filter will continue to monitor and report next month.

Town crew report: Michaels reviewed the written crew report. Frauenkron reported the signs were installed on the back of the plow trucks advising motorists to stay back 200 feet.

## **PLAN COMMISSION**

CUP for Jannusch: Billisue Jannusch, W6640 County Road V, requested a conditional use permit to operate a dog grooming business at her home. She explained her reasons for the request. Michaels reported the Plan Commission unanimously recommended approval. Discussion followed and clarification was made that her sign was grandfathered-in because it existed before the sign ordinance. Motion by Herlitzke/Filter to approve the Conditional Use Permit for Billisue Jannusch at W6640 County Road V to operate a dog grooming business with a limit of four dogs per day. **MOTION** carried unanimously.

Stormwater pond at Van Dunk: Lukasz Lyzwa, Project Engineer with General Engineering Company (via zoom), reported he received two bids on the stormwater project at the corner of Van Dunk and Bice Avenues and recommended the Gerke bid. Discussion followed. J Pedretti was concerned about the email from the County Land Conservation Department concerning the nitrates and pesticides and asked if the Town would be liable. Lyzwa explained his concern was the septic system, rather than this stormwater pond, as it is only 70 feet from the well. He anticipated the pond would not hold a significant amount of water. Jared Noffke, N7105 Bice Avenue, stated when the septic system was replaced, it was updated through the County and they said it was way better than the previous system. He noted they test their well every year due to the nitrate issue in the area. He would like to see the project move forward. Jeff Paulson, N7863 Amsterdam Prairie Road, asked if this system would work in frozen ground. Lyzwa explained the depth of each level in the construction of the pond and stated the system will work during the winter. He noted the pond will need to be maintained in the future which could include re-excavating if it eventually clogs up. Motion by Mieden/Herlitzke to approve the Gerke bid for \$26,765 to include \$1,000 for possible spring site restoration and that the Town inspect the facility to the technical standards required. **MOTION** carried 4 to 1 (J Pedretti).

Report on 12/2/20 meeting: Filter reviewed the minutes from the Plan Commission's December 2<sup>nd</sup> meeting.

## **FIRE DEPARTMENT**

Current fire protection: Herlitzke asked for this agenda item in order to have an open discussion on the current fire protection and concerns from residents. Discussion followed with general concerns of the budget, staffing, apparatus needs (such as a tender for water) and different municipality needs. Filter suggested posing several referendum questions on the April ballot. Fire Chief Buck Manley reported the County Policy Forum has been completed and the report should be available next week. It was the consensus to develop some referendum questions and bring back to the January meeting.

Report on 11/18/20 meeting: Michaels reviewed the minutes of the November 18<sup>th</sup> meeting and reported on a change in representation for the Town of Onalaska. J Pedretti noted they agreed on a 5% budget increase for 2021.

## **STORMWATER**

Stormwater utility workshop: Lukasz Lyzwa, GEC Engineer, reported that during last evening's workshop, they discussed the various commercial properties and came to consensus on rates for each category. He noted the Board did stay at the ½ acre unit for impervious surfaces.

Next steps: The Board set the next workshop date for Tuesday, February 9<sup>th</sup> at 6:30 p.m. Bob Stupi, N7577 County Road XX, asked if the Town would consider a referendum question similar to the fire department discussion.

## **HALL CONTROL PANEL**

Clerk Pedretti explained the current panel is over 20 years old and is failing. Motion by Herlitzke/Mieden to approve the Access Security quote for \$1,080. **MOTION** carried unanimously.

## **TOWN AUDIT**

Clerk Pedretti reported all went well with the Town audit. Mieden noted the issue with internal control/lack of segregated duties is very common for smaller organizations and state this was a clean audit.

## **RESOLUTION 2020-8**

Clerk Pedretti read the following into the record:

### ***RESOLUTION 2020-8***

#### ***A RESOLUTION TO APPROVE THE 2021 BUDGET***

***WHEREAS***, the Town Board held a public hearing on November 11, 2020 to review and discuss the Town Budget that appropriated the necessary general funds for the operation of government and administration of the Town for the year 2021; and

***WHEREAS***, the Town of Holland electors adopted the Town levy at the November 11, 2020 Town Elector meeting that will be used for the operation and administration of the Town for the year 2021;

***NOW, THEREFORE, BE IT RESOLVED*** that the Town of Holland Town Board hereby adopts the attached 2021 Budget.

*Dated this 9<sup>th</sup> day of December, 2020.*

Motion by Mieden/Filter to approve Resolution 2020-8, a resolution to approve the 2021 budget. **MOTION** carried unanimously.

## **RESOLUTION 2020-9**

### ***RESOLUTION 2020-9***

#### ***A RESOLUTION SETTING FEES FOR 2021***

***WHEREAS***, the Town of Holland Town Board has established fees in order to assist in covering costs of services provided by the Town; and

***WHEREAS***, fees have been established for such services as platting fees, licenses, permits, lot mowing, refuse/recycling charges, rentals fees, and copying costs; and

***WHEREAS***, the fees for each service are reviewed yearly to determine their effectiveness;

**NOW, THEREFORE, BE IT RESOLVED** that the Town of Holland hereby adopts the attached 2021 Fee Schedule to be effective January 1, 2021.

Dated this 9<sup>th</sup> day of December, 2020.

Motion by Filter/Mieden to approve Resolution 2020-9, a resolution setting fees for 2021.

**MOTION** carried unanimously.

**RESOLUTION 2020-10**

**RESOLUTION 2020-10  
2020 BUDGET ADJUSTMENTS**

**WHEREAS**, in December 2019, the Town of Holland set the 2020 Town budget with revenues and disbursements not to exceed \$1,426,491.59; 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**, several items in the Town of Holland disbursement budget, while not exceeding the overall resources, can be balanced using funds from another disbursement department;

**NOW THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Holland hereby authorizes fund transfer of the following expense budget line-items:

<u>Account Name</u>	<u>Budget Shortfall</u>	<u>Transfer from Acct</u>	<u>Amount</u>
General Government	-14,985.69	Highway/Street Maint.	14,985.69
Fire Protection	-576.00	Highway/Street Maint.	576.00
Inspections	-8,131.07	Highway/Street Maint.	8,131.07
Emergency Communications	-349.35	Highway/Street Maint.	349.35
Street Lighting	-11.45	Highway/Street Maint.	11.45
Refuse/Recycling	-7,062.63	Highway/Street Maint.	7,062.63
<b>General Acct Totals:</b>	<b>- \$ 31,116.19</b>		<b>\$31,116.19</b>

Dated this 9<sup>th</sup> day of December, 2020.

Motion by J Pedretti/Filter to approve Resolution 2020-10 for adjusting the 2020 budget.

**MOTION** carried unanimously.

**CONTRACTS: BUILDING PERMITS & ENGINEER**

Clerk Pedretti reported the “misc. building inspection” fee would increase to \$85, otherwise all was the same as last year’s contract. Motion by Herlitzke/J Pedretti to authorize Steve to sign and renew the 2021 building inspector and engineering contracts with Jim Webb. **MOTION** carried unanimously.

**TREASURER’S REPORT AND BILLS**

The November Treasurer’s report and December invoices were reviewed. Motion by Mieden/Filter to accept the Treasurer’s report of November and to authorize payment of those listed bills in the amount of \$144,015.87. **MOTION** carried unanimously.

**ANNOUNCEMENTS & FUTURE AGENDA ITEMS**

Clerk Pedretti reported tax bills will be mailed tomorrow. Stormwater workshop is scheduled for February 9<sup>th</sup>. Agenda item: fire department referendum questions.

**CLOSED SESSION**

Motion by Mieden/J Pedretti to enter closed session, under Wisc. Statutes 19.85(c) for: “...consideration of employment, compensation or performance evaluation data...” of Town