

**Village of Holmen  
Board Proceedings  
January 10, 2019**

President Proctor called the Holmen Village Board meeting to order at 7:00 pm on January 10, 2019, at the Holmen Village Hall.

Board members present: Nancy Proctor, Doug Jorstad, Rich Anderson, Dawn Kulcinski, Neal Forde, Brandon Cain and Rodney Stanek. Also present were Patrick Barlow, Fire Chief Buck Manley, Public Works Director Mezera, Administrator Heinig, Park & Recreation Director Brogan, Village Engineer Dahl, Police Chief Collins, Clerk/Treasurer Hornberg, Attorney Brian Weber and Pat McKnight.

**Public Comment**

President Proctor remarked that Chief Collins just arrived from the HBA annual meeting where he was presented with the Citizenship Award for the community.

**Minutes**

Doug Jorstad/Brandon Cain motioned to approve the minutes of the December 13, 2018 Board meeting as presented. The motion carried unanimously.

**Planning Commission**

No meeting was held in December.

**Park, Recreation and Library Committee**

Rod Stanek/Rich Anderson motioned to approve purchase of Hydro Tek Hot Water Pressure Washer from Heating & Cleaning Solutions in the amount of \$4,900.00 to be paid from 2019 capital outlay. The motion carried unanimously.

**Law Enforcement Committee**

Dawn Kulcinski/Rich Anderson motioned to remove from the table the purchase of a 2019 Chevrolet Tahoe. The motion carried unanimously.

Doug Jorstad/Brandon Cain motioned to approve purchase of 2019 Chevy Tahoe from Ewald Automotive Group in the amount of \$36,251.00. The motion carried unanimously.

Rich Anderson/Doug Jorstad motioned to approve squad equipment and installation costs from Belco and Baycom for a total amount of \$12,115.16. The motion carried unanimously.

Dawn Kulcinski/Rich Anderson motioned to approve the purchase of the Watch Guard camera systems with installation from Belco and MCS Networks for a total amount of \$34,034.90. The motion carried unanimously.

Dawn Kulcinski/Doug Jorstad motioned to approve the purchase from Axom in the amount of \$6,434.00 which will include four complete taser units with a four-year warranty. The motion carried unanimously.

Dawn Kulcinski/Doug Jorstad motioned to approve the purchase of Stalker radar from Applied Concepts Inc. in the amount of \$2,814.20. The motion carried unanimously.

**Public Works Committee**

Rich Anderson/Neal Forde motioned to approve the bid from SEH in the amount of \$75,700.00 for the engineering design and construction oversite for the roundabout at Main Street and Gaarder Road. The motion carried unanimously.

Rich Anderson/Brandon Cain motioned to approve the purchase of a 2019 plow truck from DeBauche Truck & Diesel in the amount of \$141,800.00. The motion carried unanimously.

### **Finance and Personnel Committee**

Doug Jorstad/Rich Anderson motioned to approve payment of the claims as presented for a total amount of \$6,254,496.57. The motion carried unanimously.

Doug Jorstad/Dawn Kulcinski motioned to approve Change of Agent for Kwik Trip #568 – Robert A. Goodell. The motion carried unanimously.

Doug Jorstad/Brandon Cain to approve Operator's Licenses for Kristin M. Schafer and Taylor A. Rundle – Festival Foods; Lori P. Kramer and Nathan J. Schams – Kwik Trip #568. The motion carried unanimously.

### **Shared Ride Committee**

Trustee Cain reported that ridership decreased by 131 (from 1172 to 1041 from November 2017 to November 2018). He also mentioned that the program needs to relocate to another facility which would ideally be a small office space with inside storage for up to ten vans.

### **Municipal Court Update**

No meeting was held.

### **Fire Board Report**

Trustee Jorstad reported that in 2018, the Fire Department had a shortfall in funds for personnel payouts, equipment and other non-budgeted items; therefore, the 2% dues from the three municipalities had to be utilized to cover budgeted 2018 capital and equipment purchases so the transferred budget funds could cover these unanticipated costs. For these reasons, the Department will be unable to reserve those capital funds for 2018. Chief Manley mentioned several personnel retirements in 2018/early 2019, and stated that the Department is progressing well.

### **County Supervisor's Report**

County Supervisor Barlow reported to the Board that the County will be deciding on a referendum for the spring ballot regarding the support for a non-partisan way to redistrict boundary lines. He also mentioned that due to equipment failure at the waste energy facility, the system is currently shut-down; it is in the process of being repaired.

### **President's Report**

Informational items only.

### **Other Items before the Board**

Rod Stanek remarked that he was happy that Trustees Jorstad, Anderson and Kulcinski filed papers to run for re-election on the Spring ballot.

Trustee Anderson thanked Chief Manley for his diligent work in the Fire Department...

Trustee Jorstad thanked staff and the Board for a plant he received at the services for his mother who passed away recently.

Trustee Kulcinski complimented Chief Collins for working hard to find the best options for his capital outlay purchases.

Clerk/Treasurer Hornberg mentioned that there will not be a Spring Primary election in 2019.

Doug Jorstad/Dawn Kulcinski motioned to adjourn. The motion carried unanimously. The meeting adjourned at 7:45 pm.

Angela A. Hornberg, Village Clerk/Treasurer