

**Village of Holmen
Board Proceedings
March 10, 2016**

President Proctor called the Holmen Village Board meeting to order at 7:00 pm on March 10, 2016, at the Holmen Village Hall.

Board members present: Nancy Proctor, Steve Johnston, Rich Anderson, Dawn Kulcinski, Chuck Olson, Bill Ebner and Doug Jorstad. Also present were Administrator Heinig, Park & Recreation Director Brogan, Police Chief Collins, Public Works Director Olson, Clerk/Treasurer Hornberg, Attorney Brian Weber, Kevin Frye, Patrick Barlow and Pat McKnight.

Public Hearing

At 7:01 pm, Bill Ebner/Steve Johnston motioned to open the Public Hearing on Ordinance 1-2016 – Amending Chapter 90 – Land Division – Appendix “A” Street Design Standards. Patrick Barlow stated that he was in favor of improving the street design standards to maintain quality roads. At 7:02 pm, Dawn Kulcinski/Doug Jorstad motioned to close the public hearing.

Public Comment

None.

Minutes

Rich Anderson/Steve Johnston motioned to approve the minutes of the February 11, 2016, Board meeting as presented. The motion carried unanimously.

Planning Commission

Rich Anderson/Chuck Olson motioned to approve Ordinance 2-2016 – Supporting the Adoption of the Village of Holmen Comprehensive Plan 2016-2036. Administrator Heinig remarked that this plan, over the last six months of public meetings as well as a recent public hearing, has been discussed in depth and has received only positive comments. Heinig stated that the plan was met with approval by the regional community, and is a plan which creates vision for Holmen for the next twenty to thirty years. He mentioned that this document was originally completed in 2004, and had some modifications in 2008 and 2012, but this Ordinance includes a full amendment to the entire document. The motion carried unanimously.

Chuck Olson/Dawn Kulcinski motioned to approve Ordinance 3-2016 – An Ordinance Annexing Certain Territory into the Village of Holmen (Dale Brott; Petition MBR#13914). The motion carried unanimously.

Bill Ebner/Chuck Olson motioned to approve Ordinance 4-2016 – An Ordinance Annexing Certain Territory into the Village of Holmen (Gretchen Chalsma; Petition MBR#13920). The motion carried unanimously.

Rich Anderson/Doug Jorstad motioned to approve Final Plat and Development Agreement with Elmwood Partners Limited Partnership on Cole Addition Two. The motion carried with Proctor, Ebner, Jorstad, Kulcinski, Johnston and Anderson in favor; Olson abstained.

Doug Jorstad/Dawn Kulcinski motioned to approve Final Plat and Development Agreement with Elmwood Partners Limited Partnership on Cole Addition Three. The motion carried with Proctor, Ebner, Jorstad, Kulcinski, Johnston and Anderson in favor; Olson abstained.

Dawn Kulcinski/Chuck Olson motioned to approve Adoption of the City of Onalaska, Village of Holmen and Town of Onalaska Boundary Agreement under Section 66.0301, Wis. Stats. Administrator Heinig thanked Attorney Weber for all of his efforts on the agreement which will be a positive step for the Village for years to come. The motion carried unanimously.

County Supervisor's Report

County Supervisor Barlow updated the Board on some energy efficiency program options for the County. He thanked the Board for their adoption of the boundary agreement tonight. Barlow also reported that the County is looking into developing a land sale policy.

Trustee Johnston thanked Supervisor Barlow for his attendance and the information he provides at the Village Board meetings. He inquired as to Barlow's thoughts on the idea of regionalization for the library system. Johnston shared information on City of La Crosse's request to share funds and resources with the County library system. Barlow affirmed that the City had recently approached the County to request funds for the La Crosse City Library System, and had also shared a study that the City had prepared to review regionalization and public service sharing. Barlow commented that he believes regionalization make sense sometimes, such as the recent tourism collaboration, but only if it isn't a detriment to the local communities and the ability to maintain quality of the system. Trustee Johnston stated that he agreed with Barlow on many points and feels strongly that regionalization should not be an option for library services. He shared that the current library system cost in La Crosse is \$85.00 per capita; in the County it is \$26.38 per capita. Johnston feels that studies have proven that regionalization can generate more problems than benefits; he feels that regionalization of the library would be have a negative impact on finances as well as services. He asked that Barlow be steadfast in his role at the County to ensure no additional cost or impact for library services will occur. Trustee Olson remarked that he shared Trustee Johnston's feelings, in certain areas regionalization is beneficial, but he strongly suggests that libraries are not one of those areas.

Shared Ride Committee

Trustee Anderson reported that ridership had decreased by 184 (from 1478 to 1294 from January 2015 to January 2016). Administrator Heinig commented, that at Trustee Olson's suggestion, our Park & Recreation interns began a survey of key clientele that use the Shared Ride services. Heinig stated that they will give a presentation of their findings to the Board in the upcoming months.

Park, Recreation and Library Committee

Chuck Olson/Rich Anderson motioned to approve the purchase of point of sale hardware for admissions and concession at the Aquatic Center which includes registration software from Active Net in the amount of \$2,094.20 and touch screens and wiring from MCS Networks Inc. in the amount of \$2,700.00. The motion carried unanimously.

Law Enforcement Committee

Dawn Kulcinski/Bill Ebner motioned to approve Law Enforcement Mutual Assistance Agreement with the La Crosse City Police Department. Chief Collins explained this agreement would not supersede the mutual aid agreement with the City, and would allow access into other communities for investigations with each municipality still being responsible for their own staff and liability. Collins commented that the Village can choose to opt out of this agreement at any time and also mentioned that Attorney Weber had reviewed this agreement. The motion carried unanimously.

Public Works Committee

Bill Ebner/Rich Anderson motioned to approve purchase of trash pump from Koshin America in the amount of \$2,100.00. The motion carried unanimously.

Bill Ebner/Chuck Olson motioned to approve purchase of pipe plugs and jetter hose from Flow-Rite in the amount of \$2,750.00. The motion carried unanimously.

Bill Ebner/Steve Johnston motioned to approve Ordinance 1-2016 – Amending Chapter 90 – Land Division – Appendix “A” Street Design Standards. Trustee Olson inquired if the amendment addressed an option to require concrete collars around manhole covers. Trustee Olson remarked that manhole covers were not addressed in this amendment; he feels uncertain if the concrete collars provide a true benefit from a public works standpoint. Trustee Olson noted that the collars are being used by La Crosse and Onalaska, and that he feels they are much more functional than blacktop and should be investigated further. Director Olson assured Trustee Olson that he would evaluate and bring his findings to Public Works Committee. The motion carried unanimously.

Doug Jorstad/Rich Anderson motioned to approve new street sign design. Olson explained that there were limited options for street sign colors and that the committee felt that the brown sign with white lettering would stand out, especially in the dark. He also felt the brown, which is not being used in other neighboring communities, as well as incorporating the Holmen logo, would help identify the Village. The motion carried unanimously.

Bill Ebner/Rich Anderson motioned to approve replacement of all street signs in the Village to be purchased from TAPCO in the amount of \$20,170.00. Trustee Olson inquired if this item was budgeted; Director Olson stated that it was not. Trustee Olson also inquired about hiring temporary staff to install the signs at a lower labor cost and more efficient time frame; he also pointed out that labor as well as sign posts would be an additional cost for this project. The motion carried unanimously.

Finance and Personnel Committee

Doug Jorstad/Steve Johnston motioned to recommend payment of the claims as presented for a total amount of \$2,432,463.52. The motion carried unanimously.

Doug Jorstad/Rich Anderson motioned to approve Operator’s License for Shawn Berg – Festival Foods. The motion carried unanimously.

Doug Jorstad/Bill Ebner motioned to approve Operator’s License for Melissa Van Loon – Kwik Trip. The motion carried unanimously.

Doug Jorstad/Steve Johnston motioned to deny Operator’s License for Nikita Matteson – The Pour House. The motion carried unanimously.

Doug Jorstad/Steve Johnston motioned to approve update to the Village’s Impact Fee Needs Assessment/Study with MSA Professional Services at a cost of \$10,000.00. The motion carried unanimously.

Municipal Court Update

No meeting was held.

Fire Board Report

Bill Ebner/Rich Anderson motioned to approve amended agreement for the Holmen Area Fire Department. Trustee Ebner remarked that the changes in the agreement were only to exclude the territory covered by the City of Onalaska pursuant to the Town of Onalaska’s fire services agreement with the City of Onalaska. Ebner noted that this would result in a slight increase in cost for the Village of Holmen and Town of Holland; he confirmed that the Town of Holland also approved this amendment. Administrator Heinig assured the Board that he and Attorney Weber have reviewed this change and have found it to be

satisfactory. The motion carried unanimously. Trustee Olson mentioned that the Fire Board has set up separate committees to review union negotiations, assess the current situation in the Department as well as plan for the future.

President's Report

Informational items only.

Other Items before the Board

Director Olson mentioned that the Highway 35 reconstruction project will begin on Monday; he will place a link to the DOT project on the Village Public Works webpage. He also invited the Board members to attend the public informational meeting planned for March 15, 2016, from five to seven o'clock for the Holmen Drive Improvement project.

Trustee Olson inquired as to the status of the Sand Lake Road project. Director Olson remarked that the project is receiving STPU funding to begin the Southern portion of the project from OT to Hanson Road; the strategy is that during the next funding opportunity in two years the balance of the project will be completed. Trustee Olson requested Supervisor Barlow to try to expedite the project to reduce the potential 4-year time frame. Trustee Olson also questioned the lack of street sweeping on the main arteries of the Village as well as suggesting sweeping should be completed while alternate side parking is still in effect as well as scheduling staff early to avoid traffic while sweeping. Director Olson commented that he would take traffic into consideration while scheduling the process. He also stated that he was being cautious about sweeping this early in the season and that the Department plans to continue as weather permits.

Trustees' Anderson and Ebner stated their appreciation of the hard work that Administrator Heinig, as well as Attorney Weber, put into the boundary agreement.

Trustee Jorstad also complimented Heinig and Weber, and stated that he felt the agreement would have a tremendous impact on future growth in the Village.

Trustee Kulcinski inquired as to the reason for the road elevation behind Pizza Corral; Administrator Heinig stated this was due to the topography of the area.

Trustee Johnston commented that he appreciated all of the hard work towards boundary agreement resolution, and also thanked Chief Collins for providing requested feedback as well as complimented Collins on his progress with new programs to assist drug addicts.

Attorney Weber stated that he appreciated all of the comments on the boundary agreement and noted that he would be scheduling a ceremony to sign the agreement soon.

President Proctor thanked the Fire Board members for their hard work.

Bill Ebner/Steve Johnston motioned to adjourn. The motion carried unanimously. The meeting adjourned at 8:18 pm.

Angela A. Hornberg, Village Clerk/Treasurer