

Meeting Minutes
Village of Holmen Finance and Personnel Committee
August 6, 2019

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, August 6, 2019, in the Village Board Room.

Committee Chairman Doug Jorstad called the meeting to order at 3:00 pm.

Present at the meeting: Committee members Doug Jorstad, Dawn Kulcinski and Rich Anderson. Also in attendance were Scott Heinig and Angie Hornberg.

Approval of Minutes Dawn Kulcinski/Rich Anderson motioned to approve the minutes of the July 9, 2019 meeting. The motion carried unanimously.

Public Comment None.

Clerk/Treasurer Report Hornberg remarked that annual reviews were recently held, and that the current office staff is outstanding. Hornberg mentioned that the worker's compensation audit was held in July and there will be slight increases in premium due to some staff changes and termination payouts but will still be within budget. She stated that budget preparations will begin in the next few weeks, and the anticipated July shared revenues and computer aid payments have been received. Hornberg inquired as to availability on October 15 at 4:00 pm for the post-revaluation Board of Review meeting. She asked the Committee to direct all resident assessment inquiries to the September 18 and 19 Open Book which will be staffed by several assessors from Associated Appraisal.

Review Claims and Financial Statements The Committee reviewed all claims for payment.

Consideration of Licenses Rich Anderson/Dawn Kulcinski motioned to recommend approval of Operator's Licenses for Chelsea J. Sokolik – Kwik Trip #311 and Brittney S. Sperber and Morgan E. Pellowski – HD Tavern. The motion carried unanimously.

Dawn Kulcinski/Rich Anderson motioned to recommend approval of premise amendment to 2019/2020 "Class C" Wine License; addition of outdoor patio area at The Grind, LLC., 208 Holmen Dr. South, Suite 108, Holmen. The motion carried unanimously.

Dawn Kulcinski/Rich Anderson motioned to recommend approval of Temporary Class "B" license for Holmen Youth Fast Pitch (HYFP) Kornfest softball tournament to be held on August 16-18, 2019, at Deer Wood Park, 500 Anderson St. The motion carried unanimously.

Approval of 2020-2022 Assessor Contract Rich Anderson/Dawn Kulcinski motioned to recommend approval of the 2020-2022 assessor contract with Associated Appraisal. The motion carried unanimously.

Administrator's Report Heinig updated the Committee on recent continuing planning and economic developments in the community. He mentioned that staff has been strategizing with Elmwood the details to proceed with the Hale Drive Bridge project in 2020. The Main St. and Gaarder Rd. roundabout is also progressing well and should proceed as planned for 2020 development. The Village will be seeking to bond for funds for both the bridge and roundabout which will be included in the 2020 budget discussions. A new cell tower owned by Bug Tussell Wireless is being proposed in an area that has been coordinated to be the best possible location without impacting future development. Heinig mentioned that the Joint Municipal Court is changing software as well as the structure of the program; he has shared the meeting

minutes with all Board members and offered to answer questions on those changes. Heinig remarked on the very generous offer by the Skogen family for the new Holmen Area Boys and Girls Club which will be located in the vacated Festival Foods building. He stated that this endeavor will be partnered with the Holmen Community Center group, the Holmen School District and that the Village of Holmen plans to contribute funds to support senior programming as previously offered, and will be a great addition to the community.

Trustee Jorstad commented that the Skogen donation is a big deal for the Holmen community and is disappointed that this wasn't a front page item in the newspaper. He remarked on the lack of media coverage for items such as this as well as the addition of Holmen Cheese, the first manufacturing investment in many years in our community. Jorstad mentioned that we previously had a great working relationship with the media and it is upsetting that those staff members are no longer providing coverage.

Administrator Heinig remarked that staff and Committee has met with the Dog Park planners and the group has been tasked with trying to find potential donors for available land in areas outlined as appropriate for a park. He also mentioned that staff and Board members have met with residents on Granum St. to discuss the enlargement of culverts at Hwy D and Granum St. to assist in storm water runoff during torrential storms. Homeowners were advised to address privately the many landscaping issues on their properties. Heinig plans to include the cost of potential culvert upgrades in the 2020 budget request.

Adjourn Dawn Kulcinski/Rich Anderson motioned to adjourn. The motion carried unanimously. The meeting adjourned at 3:43 pm.

Minutes by Angela Hornberg, Village Clerk/Treasurer