

**Meeting Minutes  
Village of Holmen Finance and Personnel Committee  
May 10, 2016**

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, May 10, 2016, in the Village Board Room.

Chair Doug Jorstad called the meeting to order at 5:00 pm.

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

Approval of Minutes Rich Anderson/Dawn Kulcinski motioned to approve the minutes of the April 12, 2016, meeting. The motion carried unanimously.

Public Comment None.

Clerk/Treasurer Report Hornberg stated that the Board of Review will be held on May 17<sup>th</sup>; she mentioned that she has a training video available for this process if anyone is interested. She remarked that the auditors were scheduled to present the 2015 audit report at the May Board meeting but due to some additional PSC requirements that delayed the final reports; they will be postponing the presentation until the June Board meeting. Hornberg commented that the annual payment for the transmission line has been received and also that the annual recycling report was filed; the 2015 figures supported the grant funds as received. She noted that annual license renewals will be brought before the Committee in June.

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

Consideration of Licenses Rich Anderson/Dawn Kulcinski motioned to recommend approval of Operators' Licenses for Dustin C. Rainey – Festival Foods, Alyssa R. Schurbert – Holmen American Legion, Tyler J. Wahl, Chelsey J. George, Beverly A. DiNicola, Kyle D. Thielker and Mikaela K. Haugley – Kwik Trip. The motion carried unanimously.

Doug Jorstad/Rich Anderson motioned to recommend approval of Operator's License for Mercedes L. Kulcinski-Haeuser – Kwik Trip. The motion carried with Jorstad and Anderson in favor; Kulcinski abstained.

Administrator's Report Heinig updated the Committee on recent continuing planning and economic developments in the community. He remarked that an annexation petition for 318 acres will be coming before Planning Commission at the May meeting. He confirmed that he has seen site plans for a new Kwik Trip on Hale Drive and that the current Kwik Trip will remain open as well. Heinig mentioned that there will be a library meeting held on May 11<sup>th</sup> to determine the fate of the County Library administrative offices. Heinig mentioned that the water rate review was getting closer to conclusion and that an impact fee study will need to be done this summer to address the future asset investment needs of the community.

Consideration of Extension of Village Building Inspector Contract Dawn Kulcinski/Rich Anderson motioned to recommend approval of extension of Village Building Inspector Contract. Forthcoming contracts will be considered based on the current inspector's ability to complete commercial license certifications and other requirements as requested. The motion carried unanimously.

Consideration on Ratification of the Village of Holmen Professional Police Officers' Contract for 2017-2019 Dawn Kulcinski/Rich Anderson motioned to recommend ratification of the Village of Holmen Professional Police Officers' Contract for 2017-2019. The motion carried unanimously.

Other Trustee Jorstad expressed his appreciation of Administrator Heinig and his efforts to help grow the Village.

Adjourn Rich Anderson/Dawn Kulcinski motioned to adjourn. The motion carried unanimously. The meeting adjourned at 5:55 pm.

Minutes by Angela Hornberg, Village Clerk/Treasurer