

Meeting Minutes
Village of Holmen Finance and Personnel Committee
July 10, 2012

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, July 10, 2012 in the Village Board Room.

Chair Ryan Olson called the meeting to order at 6:40 p.m.

Present at the meeting: Committee members Ryan Olson and Neal Forde. Dan Moser was excused. Also in attendance were Nancy Proctor, Scott Heinig and Angie Hornberg.

Approval of Minutes. Neal Forde/Ryan Olson motioned to approve the minutes of the June 12, 2012 meeting as presented. The motion carried unanimously.

Public Comment. None.

Administrator's Report. Heinig referred to his June 22nd Board email updating all members on current activities, he reiterated and answered questions on some of the information. Scott presented a draft of the Village of Holmen Mission Statement which was created in cooperation with the Village Management Staff. Along with a Mission Statement the mission includes Team Member Core Values as well as Village Operational Vision and Expectations. The Mission was complimented and highly supported by the committee; Administrator Heinig hopes to present the mission to the Board for approval by Resolution at the August Board Meeting. The Committee briefly discussed the limits of the current impact fees as we understand them to be, and the possibility of what is entailed in conducting an impact fee study in the future.

Convene into Closed Session per Wis. State Statue 19.85(1)(e) Discussion on potential purchase of property (Creekside Lane & Main Street) Ryan Olson/Neal Forde motioned to convene into closed session under 19.85(1)(e) at 7:37pm. Carried unanimously.

Reconvene into Open Session. Neal Forde/Ryan Olson motioned to reconvene into Open Session at 8:13pm. Carried unanimously.

No action was taken after closed session.

Clerk/Treasurer Report Hornberg updated the committee on the upcoming Partisan Primary Election on August 14th. She reported that Hog Wild Bar who had portions of the 2012/2013 beer/liquor license denied will be making improvements as suggested by the committee and potentially applying in August for an amended license based on these changes. Hornberg reported that she and Administrator Heinig will have a meeting on July 31st with First National Bank to pursue direct deposit options for payroll.

Review Claims and Financial Statements. The committee thoroughly reviewed all claims for payment and financial statements to date.

Other Items that may come before the Committee. Administrator Heinig informed the Committee that he was planning to schedule a special board meeting at 6:00 on August 9th where District Attorney Gruenke will present a seminar on open meeting laws. Trustee Olson asked for an amendment to July's Board agenda to include discussion on Board attendance.

Adjourn. Ryan Olson/Neal Forde motioned to adjourn. The motion carried unanimously. The meeting adjourned at 8:55p.m.

Minutes by Angela Hornberg, Village Clerk/Treasurer