

**Meeting Minutes**  
**Village of Holmen Finance and Personnel Committee**  
**December 11, 2012**

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, December 11, 2012 in the Village Board Room.

Chair Ryan Olson called the meeting to order at 6:30 p.m.

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

Approval of Minutes Neal Forde/Dan Moser motioned to approve the minutes of the November 8, 2012 meeting as presented. The motion carried unanimously.

Public Comment None

Clerk/Treasurer Report Hornberg thanked the Holmen Rotary for their recent \$1,000 donation to the Holmen Police K9 unit; and talked about the tax information packet that was given to the Board members for the 2012 tax calculation containing a breakdown of taxing jurisdictions as well as historical information.

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

Consideration of Operator Licenses Dan Moser/Neal Forde motioned to recommend approval of Operator Licenses for Shawn Moldenhauer – Holmen American Legion, Damian J. Paulson, Brandon J. Stratman – Festival Foods, Amy R. Butterfield, Alexandra M. Gunderson, Amelia M. Vruble, Tiffany D. Richardson, Sierra L. Klisch, Sunmee J. Sandusky, Phillip E. Dolan – The Pour House. The motion carried unanimously.

Administrator's Report Heinig updated the Committee on recent meetings in regards to Economic Development and TIF #3 possibilities, he was very encouraged by many of the meetings. He discussed concerns from the Holmen School District and the Law Committee in regards to various concerns with the Police Liaison program and how to proceed with setting future goals and measuring outcomes of the position. He mentioned the status of the Willett lawsuit and stated that he planned to be present at the next round of depositions for the case. Heinig thoroughly reviewed the newly created Proposed Non-represented Compensation Policy Structure with the Committee and requested feedback on the policy. The Committee felt the policy was put together very well and looked forward to it be presented for approval in the future.

Consideration of Resolution #25-2012 – Amending the 2012 Village Budget Ryan Olson/Dan Moser motioned to recommend approval of Resolution #25-2012 – Amending the 2012 Village Budget. The motion carried unanimously.

Consideration of Authorization to Ratify a New Fire Protection and Emergency Services Agreement as Members of the Holmen Area Fire Association – Effective January 1, 2013 Ryan Olson/Neal Forde motioned to recommend approval of Authorization to Ratify a New Fire Protection and Emergency Services Agreement as Members of the Holmen Area Fire Association – Effective January 1, 2013. This agreement will only be signed if all three of the participating members ratify the same at their town meetings; if it is not ratified by all parties the current agreement will stand for 2013. The motion carried unanimously.

Other Forde mentioned a building in the business community in the Village that had been built prior to SPAR review being in place. He was encouraged by the SPAR process in hopes that this type of building would not be allowed in the future.

Olson complimented the nearly completed Park Shelter B and renovated Park Shelter A and commented on what great assets they will be for the Village.

Adjourn Neal Forde/Dan Moser motioned to adjourn. The motion carried unanimously. The meeting adjourned at 8:05 p.m.

Minutes by Angela Hornberg, Village Clerk/Treasurer