

**Village of Holmen
Board Proceedings
July 11, 2013**

President Proctor called the Holmen Village Board meeting to order at 7:00 pm on July 11, 2013, at the Holmen Village Hall.

Board members present: Nancy Proctor, Doug Jorstad, Neal Forde, Dawn Kulcinski, Bill Ebner, Ryan Olson and Rich Anderson. Also present were Administrator Heinig, Park & Recreation Director Brogan, Police Chief McHugh, Public Works Director Olson, Clerk/Treasurer Hornberg, Attorney Alan Peterson, Chris Geary, Andrew Bremer, Tom & Roz Hunt and Jean Burgess.

Public Hearing

None.

Public Comment

None.

Other – Presentation

MSA Consultant Andrew Bremer presented the Board with the plaque awarded by The Wisconsin American Planning Association for the South Corridor Plan that he created for the Village of Holmen and Town of Onalaska. Bremer then gave a presentation on the Final Facility Report. He pointed out some items to keep in mind for future planning of the site such as landscaping, bike trail connections, design standards, green space usage. The Board thanked Bremer for his hard work and the great outcome of the Facility Plan.

Minutes

Dawn Kulcinski/Bill Ebner motioned to approve the minutes of the June 13, 2013, Special Board meeting as presented. The motion carried unanimously. Rich Anderson/Doug Jorstad motioned to approve the minutes of the June 13, 2013, Board meeting as presented. The motion carried unanimously.

Planning Commission

Ryan Olson/Dawn Kulcinski motioned to approve Resolution #11-2013, Acceptance of a CSM – Richard Beyer, Sand Lake Road. The motion carried unanimously.

Ryan Olson/Dawn Kulcinski motioned to approve Resolution 12-2013, Acceptance of a CSM – Arthur Harebo Trust, Main Street. The motion carried unanimously.

County Supervisor's Report

County Supervisors were not in attendance to give an update.

Shared Ride Committee

Trustee Anderson reported that ridership had increased by 26 rides (from 1800 to 1826) from May 2012 to May 2013.

Park, Recreation and Library Committee

Neal Forde/Ryan Olson motioned to approve Holmen American Legion park reservation request for use of Halfway Creek Park for Kornfest on August 16-18, 2013, contingent upon the Legion submitting a \$1,000 refundable deposit to cover any potential damage that might occur to the park. Trustee Kulcinski asked that the Legion be given a time frame within any remaining security deposit would be returned. The motion carried unanimously.

Law Enforcement Committee

Informational items only.

Public Works Committee

Neal Forde/Rich Anderson motioned to approve contract award for Hwy 35 Utility Extension Project to McHugh Excavating & Plumbing in the amount of \$160,213.20. The motion carried unanimously.

Finance and Personnel Committee

Ryan Olson/Doug Jorstad motioned to recommend payment of the claims as presented for a total amount of \$479,864.18. The motion carried unanimously.

Ryan Olson/Rich Anderson motioned to approve Temporary Class "B" license for American Legion Kornfest to be held on August 16-18, 2013, at Halfway Creek Park, 419 1st Avenue West. The motion carried unanimously.

Ryan Olson/Rich Anderson motioned to approve Temporary Class "B" license for Holmen Viking Wrestling Club to be held on August 16-18, 2013, at Deerwood Park, 500 Anderson Street. The motion carried unanimously.

Ryan Olson/Bill Ebner motioned to approve Operator License for Nicole A. Pederson – Festival Foods. The motion carried unanimously.

Ryan Olson/Rich Anderson motioned to approve Resolution #9-2013, A Resolution Adopting a Senior Executive Assistant Position Description and Reclassifying a Staff Member to that position. The motion carried unanimously.

Ryan Olson/Bill Ebner motioned to approve Resolution #10-2013, A Resolution Appointing the New Assistant Director of Park and Recreation. The motion carried unanimously.

Municipal Court Update

None.

Fire Board Report

Trustee Jorstad mentioned that the Fire Department recently purchased a water rescue boat.

Other Items before the Board

Ryan Olson/Bill Ebner motioned to approve amended April 16, 2013 to April 15, 2014 Committees and Commission assignments. The motion carried unanimously.

Closed Session

At 7:53 p.m. Doug Jorstad/Ryan Olson motioned to convene into closed session per Wisconsin State Statute 19.85(1) (e) Deliberating or negotiating the purchasing of public properties. *Purpose: Consult with Attorney on potential property acquisition.* The motion carried unanimously.

At 8:12 p.m. Ryan Olson/Bill Ebner motioned to reconvene into open session per Wisconsin State Statute 19.85(2). The motion carried unanimously.

Ryan Olson/Dawn Kulcinski motioned to instruct Attorney Peterson to pursue a purchase agreement with owners of 614 S. Main Street. The motion carried unanimously.

Other Items before the Board

Director Olson commented on his department's swift reaction to the recent brown out in the Village which temporarily stopped lift stations, wells, reservoirs and the waste water treatment plant. The staff had everything running quickly without any backups or shortages. He thanked the Board for the ability to work with such a dedicated and hard-working staff.

Director Brogan echoed Director Olson's comments and noted that the brown out had also caused several issues at the Aquatic Center which were quickly rectified.

Trustee Kulcinski thanked the Pool staff and First Responders for their recent save of a child at the Aquatic Center.

Trustee Forde thanked the Board for approving the appointment of Chris Geary as the new Park & Recreation Assistant Director. He complimented outgoing Assistant Reinhart for his many contributions in his years of service to the Village and wished him well with his future endeavors.

Trustee Olson also thanked Reinhart for his service and welcomed Trustee Ebner to the Board. He congratulated the Board and MSA for the award that MSA Consultant Bremer presented this evening and mentioned how the plan was created with cooperative efforts from the Village and the Town of Onalaska.

Clerk/Treasurer Hornberg stated that a Special Board of Review was anticipated to be held on August 6, 2013.

Administrator Heinig complimented Director Olson for his contributions in processing recent annexation petitions.

Bill Ebner/Ryan Olson motioned to adjourn. The motion carried unanimously. The meeting adjourned at 8:31 pm.

Angela A. Hornberg, Village Clerk/Treasurer