

**Village of Holmen  
Board Proceedings  
February 9, 2012**

President Proctor called the Holmen Village Board meeting to order at 7:00 p.m. on February 9, 2012 at the Holmen Village Hall.

Present: Nancy Proctor, Neal Forde, Tony Horvath, Ryan Olson, Dawn Kulcinski, Dan Moser and Mike Dunham. Also present were Department Heads Brogan, McHugh and Olson, Administrator Scott Heinig, Angie Hornberg, Chuck Spiker, Marilyn Pedretti, Jean Burgess, Attorney Alan Peterson, James Steinbrink, Rich Petry, Robert & Ursula Rice, Steve Johnston, Dale & Kathy Shefelbine, Paul Anderson, John Sorbo, Jen Woyicki, Bob Chalsma, Jean Johnson, Jon Stevens, Dargan Whitney, Mark Dean, Dakota Whitney, Kate Shefelbine, Nicole & Mark Fries.

**Minutes**

Ryan Olson/Dan Moser motioned to approve the minutes of the January 12, 2012 meeting as presented. The motion carried unanimously.

Neal Forde/Mike Dunham motioned to approve the minutes of the January 23, 2012 meeting as presented. The motion carried unanimously.

**Public Hearings**

Mike Dunham/Ryan Olson motioned to open the Public Hearing on Ordinance 1-2012 – Outdoor Alcoholic Beverage Permits at 7:02. The motion carried unanimously.

Some residents spoke regarding the need to eliminate noise and trash issues at Smokey's Bar. Many spoke in opposition to a beer garden ordinance and the time limits it would place on the local establishments and also the burden and wage loss to employees at those establishments. Jen Woyicki stated that although they did not feel the enclosure of the beer garden would cause them undue burden the limitations on hours of operation would be detrimental to the business.

Ryan Olson/Mike Dunham motioned to close the Public Hearing on Ordinance 1-2012 – Outdoor Alcoholic Beverage Permits at 7:28. The motion carried unanimously.

Ryan Olson/Neal Forde motioned to open the Public Hearing on Ordinance 2-2012 – Amendments to Holmen Code, Ch. 5.at 7:29. The motion carried unanimously.

No one voiced any opinions on this amendment.

Ryan Olson/Mike Dunham motioned to close the Public Hearing on Ordinance 2-2012 – Amendments to Holmen Code, Ch. 5.at 7:30. The motion carried unanimously.

**County Supervisor's Report**

Nothing to report.

**Planning Commission**

Ryan Olson/Dawn Kulcinski motioned to approve Resolution 5-2012, accepting a CSM for Fairway Painting & Sandblasting Inc. The motion carried unanimously.

Ryan Olson/Tony Horvath motioned to approve Resolution 6 – 2012, accepting a CSM for Northern Engraving Corporation. The motion carried unanimously.

Ryan Olson/Tony Horvath motioned to approve Resolution 7 – 2012, vacating specified portions of Corporate Drive Right-of Way. The motion carried unanimously.

### **Economic Development**

No meeting was held in January.

### **Shared Ride Committee**

Nothing to Report.

### **Park, Recreation and Library Committee**

Neal Forde/Ryan Olson motioned to approve Halfway Creek Phase III contract with MSA in the amount of \$59,390. Trustee Dunham inquired if the contract contained a bond for non-completion. Administrator Heinig assured the Board that some form of bond could be included as part of bid stipulation so the Village has appropriate coverage. The motion carried unanimously.

### **Law Enforcement Committee**

Mike Dunham/Tony Horvath motioned to approve the creation of Police Investigator Position. Trustee Dunham clarified this was the creation of the position, hiring will be action at a future time. Chief McHugh explained this position would be instrumental in coordinating follow ups to clear more crimes. The position will be hired internally and will be covered under the WPPA contract. The motion carried unanimously.

Mike Dunham/Tony Horvath motioned to approve squad car bid from Ewald Chrysler of Oconomowoc for a 2012 Dodge Charger in the amount of \$23,848.00. The motion carried unanimously.

Mike Dunham/Dawn Kulcinski motioned to approve purchase of computer equipment from VanGuard for an office computer in the amount of \$602.63, licenses for the office computer from Visionair in the amount of \$782.50, two squad computers from Baycom in the amount of \$9,092.00, and 2 VPS's from Aercor in the amount of \$445.00. All items are included in the budget. The motion carried unanimously.

### **Public Works Committee**

Neal Forde/Mike Dunham motioned to approve sludge roof invoice to Brickl Brothers in the amount of \$53,801.00. The motion carried unanimously.

### **Finance and Personnel Committee**

Ryan Olson/Dawn Kulcinski motioned to recommend payment of the claims as presented for a total amount of \$398,874.97. The motion carried unanimously.

Ryan Olson/Dan Moser motioned to approve Operator License's for Grace Kube – Festival Foods. The motion carried unanimously.

Ryan Olson/Dan Moser motioned to approve Operator License's for Reannen Maloney – Hog Wild Bar. The motion carried unanimously.

Ryan Olson/Dawn Kulcinski motioned to approve Class B (wine only) License for Winesitter Brew House LLC. The motion carried unanimously.

Ryan Olson/Dawn Kulcinski motioned to approve Temporary Class "B" license for Holmen Area Fire Department Firefighter Dance to be held on March 24, 2012 at the Fire Station. The motion carried unanimously.

Ryan Olson/Neal Forde motioned to approve Contract for Services – Raymer Inspections. The motion carried unanimously.

Ryan Olson/Neal Forde motioned to approve Library Cleaning Agreement – Triple L. Cleaning with a monthly cost of \$565.00. The motion carried unanimously.

Ryan Olson/Neal Forde motioned to approve Ordinance #1-2012 – Outdoor Alcoholic Beverage Permits. President Proctor communicated that the Village could allow under special circumstances by Board approval exceptions if requested and approved during the application process. Trustee Olson explained the ability for establishments to periodically have a temporary permit in order to allow for outdoor music and special events. Trustee Kulcinski expressed her empathy for the establishments and that she feels that “beer gardens” should be allowed without early time limits regardless of their location as long as the establishments are able to control their area. Trustee Dunham felt that closing times as indicated in the proposed ordinance were very restrictive. He encouraged residents near establishments to attend the meetings at the time of license renewals in order to give input on issues. Trustee Moser also indicated that he felt the limitation of hours were too constrictive. Administrator Heinig informed the Board that eliminating the specific time restrictions based on proximity to residential areas from the ordinance was a possibility. Olson withdrew his original motion by making a motion to table.

Ryan Olson/Dawn Kulcinski motioned to table Ordinance 1-2012 – Outdoor Alcoholic Beverage Permits. The motion carried with Proctor, Forde, Kulcinski, Olson, and Moser in favor, Dunham and Horvath opposed.

Ryan Olson/Neal Forde motioned to approve Ordinance 2-2012 – Amendments to Holmen Code Ch. 5. Trustee Olson explained the components of the Ordinance were to remove salary amounts for Board members from the Ordinances, to remove Clerk duties from the Administrator role, to eliminate the Economic Development Committee and to remove the Administrator and Public Works Director as voting members of the Planning Commission, instead the committee would consist of the Board President along with two Trustees and four citizen members.

Tony Horvath/Mike Dunham motioned to amend Ordinance #2-2012 – Amendments to Holmen Code Ch. 5 to remove the elimination of the Economic Development Committee. Trustee Horvath expressed his desire to keep the Economic Development Committee intact. He feels that the committee has been underutilized and with a 900 acre TIF to consider that this committee would be the natural place to give businesses a place to be heard. President Proctor expressed her confidence in Administrator Heinig and his strong Economic Development background that would eliminate the need for the additional committee. Trustee Horvath believes Administrator Heinig’s strong background is more reason to keep the committee for sharing and creating ideas. Trustee Olson feels it is more appropriate for development issues to be directed to proper committees depending on the issue that needs to be addressed. Trustee Forde agreed and encouraged all Board members to attend other committee meetings for issues of interest.

Motion to amend fails 2-5, with Proctor, Olson, Forde, Moser & Kulcinski opposed.

Call to question on original motion by Ryan Olson/Neal Forde carries with Proctor, Olson, Forde, Dunham, Moser and Kulcinski in favor, Horvath opposed.

Ryan Olson/Neal Forde motioned to approve Resolution 3-2012 – Establishing Elected Official Salaries. Administrator Heinig recommended the resolution based on his review of the current established salaries and the inconsistency with other local municipalities. The recommended increase to Elected Official Salaries is the amount of \$4,800 per year for Village President and \$2,400 per year for Village Trustees. These rates will be effective after a member is newly elected or re-elected. The motion carried with a unanimous roll call vote.

Ryan Olson/Neal Forde motioned to approve Resolution 4-2012 - Creating the Clerk/Treasurer Department and Establishing New Position Descriptions and Base Wages.

Mike Dunham/Tony Horvath motioned to amend the Resolution to include an additional adjustment to the Clerk/Treasurer wage. Trustee Dunham expressed his appreciation of Treasurer/Deputy Clerk Hornberg’s work in the absence of an Administrator/Clerk. Trustees discussed the additional increase in relation to other Village Department Heads and budgeting concerns. Administrator Heinig indicated that although an

additional increase was possible that future consideration would need to be made for other management staff. The motion failed with Dunham and Moser in favor, Proctor, Kulcinski, Forde, Olson and Horvath opposed.

Call to question on original motion passed unanimously.

Ryan Olson/Neal Forde motioned to approve Resolution 8-2012 – Strongly Opposing 345kv Transmission Infrastructure In or Near the Village of Holmen and the Holmen School District. Administrator Heinig expressed his concern of the CapX2020 proposed line locations, and the need to voice our position to the PSC who will be deciding on the placement of the infrastructure. The motion passed with Proctor, Dunham, Kulcinski, Olson, Forde and Moser in favor, Horvath abstained.

### **Municipal Court Update**

Meeting will be held later this month.

### **Fire Board Report**

Nothing to report.

### **Other Items before the Board**

Chief McHugh informed the Board of Lt. Collins recent graduation.

PW Director Olson informed the Board of an online avenue to provide comment to the PSC regarding CAPX2020.

Trustee Dunham expressed his gratitude to the Finance and Personnel Committee for the strong fiscal position of the Village as discussed during the January 23<sup>rd</sup> financial planning and brainstorming session. He thanked Administrator Heinig for implementing the session.

Trustee Olson updated the Board on the recent three month review for Administrator Heinig and the plan to create a document for use in future reviews.

Clerk/Treasurer Hornberg expressed her gratitude to the Board for the promotion opportunity.

Administrator Heinig stated his appreciation for the many items presented and acted on this evening. He expressed his confidence in Hornberg and the rest of the staff in their new positions.

Ryan Olson/Neal Forde motioned to adjourn. The motion carried unanimously. The meeting adjourned at 9:20 p.m.

Angela A. Hornberg, Clerk/Treasurer