

**Village of Holmen
Board Proceedings
February 14, 2013**

President Proctor called the Holmen Village Board meeting to order at 7:00 p.m. on February 14, 2013, at the Holmen Village Hall.

Present: Nancy Proctor, Tony Horvath, Dawn Kulcinski, Ryan Olson, Dan Moser and Neal Forde. Mike Dunham was excused. Also present were Administrator Heinig, Park & Recreation Director Brogan, Police Chief McHugh, Public Works Director Olson, Clerk/Treasurer Hornberg, Attorney Alan Peterson and Jean Burgess.

Public Hearing

At 7:00 p.m. Ryan Olson/Dawn Kulcinski motioned to open the public hearing on the change of zoning from R-2 to R-6 (Coranado Street & CTH HD). The motion carried unanimously. No one spoke in favor or in opposition to the change. At 7:01 p.m. Ryan Olson/Dawn Kulcinski motioned to close the public hearing. The motion carried unanimously.

At 7:01 p.m. Ryan Olson/Dawn Kulcinski motioned to open the public hearing on R-4 zoning amendment (permitting twindo lot lines). The motion carried unanimously. No one spoke in favor or in opposition to the amendment. At 7:02 p.m. Ryan Olson/Dawn Kulcinski motioned to close the public hearing. The motion carried unanimously.

Public Comment

None.

Minutes

Neal Forde/Dawn Kulcinski motioned to approve the minutes of the January 10, 2013, Board meeting as presented. The motion carried unanimously. Ryan Olson/Tony Horvath motioned to approve the minutes of the January 17, 2013, Special Board meeting as presented. The motion carried unanimously.

Planning Commission

Nancy Proctor/Ryan Olson motioned to approve change of zoning from R-2 to R-6 (Coranado Street & CTH HD). Administrator Heinig explained this change would create ten lots where currently there are five. The motion carried unanimously.

Ryan Olson/Dawn Kulcinski motioned to approve R-4 zoning amendment (permitting twindo lot lines). Administrator Heinig explained this would essentially combine the R-6 zoning standards with the R-4 zoning district, allowing both duplex and twindo development with an approval of a CSM; thus eliminating the potential need for a change in zoning, which will now shorten the time frame for developers interested in changing duplexes to twindos. The motion carried unanimously.

County Supervisor's Report

County Supervisors were not in attendance to give an update.

Shared Ride Committee

Trustee Kulcinski reported that ridership had decreased by 126 rides (from 1640 to 1514) from December 2011 to December 2012.

Park, Recreation and Library Committee

Trustee Forde remarked on a recent article in the La Crosse Tribune interviewing Christine McArdle-Rojo on 2012 library usage, the article mentioned there were almost 30,000 card holders in the La Crosse County library system and that total checks outs for 2012 was almost 500,000.

Neal Forde/Tony Horvath motioned to approve proposal for playground equipment at Deer Wood Park and Halfway Creek Park from Lee Recreation for an amount not to exceed \$99,000.00. Mike Brogan mentioned the Lee proposal included the most handicap accessible equipment and that our history of working with the company has been very positive. The equipment is expected to be installed prior to June 1, 2013. The motion carried unanimously.

Neal Forde/Dawn Kulcinski motioned to approve a quote for Tool Cat broom attachment from Bobcat of the Coulee Region in the amount of \$5,300.00; capital outlay funds have been budgeted for this purchase. The motion carried unanimously.

Neal Forde/Tony Horvath motioned to approve a quote for fertilization and weed control for Village of Holmen properties from Turf Maintenance in the amount of \$19,977.00 to be paid from park supplies budget. The motion carried unanimously.

Neal Forde/Tony Horvath motioned to approve a quote for replacement pool water feature mat from Game Time in the amount of \$2,437.50. The motion carried unanimously.

Law Enforcement Committee

Dawn Kulcinski/Tony Horvath motioned to approve squad car bid from Ewald Dodge Oconomowoc for a Dodge Charger in the amount of \$23,449.00. Chief McHugh pointed out this was the same business that had the 2012 low bid which was a little higher in 2012 than the 2013 bid for the Dodge Charger. The motion carried unanimously.

Trustee Olson asked Chief McHugh to comment on the recent Holmen K-9 assistance with a La Crosse drug bust, and commented on the benefit the K-9 unit has had on the community. Chief McHugh also added that several local drug busts had been made recently also with Officer Kind and Oris' assistance, and how well the local police departments are able to work together to have K-9 coverage when needed.

Public Works Committee

Ryan Olson/Neal Forde motioned to approve agreement with La Crosse County – engineering fees for Sand Lake Road project. Administrator Heinig explained this would be a partnership effort with La Crosse County, City of Onalaska, Town of Onalaska and the Village of Holmen. This would affect Sand Lake Road from CTH OT to Alpine Lane; the project would create an urban cross section to eliminate ditches and replace with trails and curb and gutter. The County anticipates receiving an 80/20 federal grant to complete the project in approximately 2016. As of tonight's meeting the Town of Onalaska had turned down the project; Heinig was hopeful boundary talks might begin and lead to efforts to move ahead with the project. Trustee Horvath inquired as to how the design phase would be funded by the Village; Administrator Heinig indicated that the 2013 street capital outlay budget included this cost. Chief McHugh inquired as to speed limit issues; Administrator Heinig indicated these issues could be looked at in the design phase of the project. Trustee Horvath inquired as to the certainty of receiving federal funding for the project, Director Olson assured him that without the availability of the funds, the construction portion of the project could not proceed but the process of achieving the funding could not begin without the design occurring. The motion carried unanimously.

Ryan Olson/Neal Forde motioned to approve Cake Sludge Hauling Agreement for 2013-2015 with United Liquid Waste Recycling in the amount of \$10.21 per cubic yard. The motion carried unanimously.

Ryan Olson/Dawn Kulcinski motioned to approve the Liquid Sludge Hauling Agreement for 2013-15 with Feyen's Pumping in the amount of \$.03 per gallon. The motion carried unanimously.

Finance and Personnel Committee

Ryan Olson/Neal Forde motioned to recommend payment of the claims as presented for a total amount of \$378,452.85. The motion carried unanimously.

Ryan Olson/Neal Forde motioned to approve Operator Licenses for Mai Van and Lisa R. Adams – Festival Foods, and Alana M. Bilskemper – The Pour House. The motion carried unanimously.

Ryan Olson/Neal Forde motioned to approve Temporary Class "B" license for Holmen Area Fire Department Firefighters' Dance to be held on March 16, 2013, at the Fire Station. The motion carried unanimously.

Ryan Olson/Neal Forde motioned to approve quote from Hawkins, Ash, Baptie & Co. for Utility Rate Cases in an amount not to exceed \$3,000.00. Trustee Olson asked Administrator Heinig to update the Board on the last time the rates had been changed. Trustee Horvath inquired as to staff being able to complete the rate cases. Administrator Heinig expressed the benefit was to have an impartial party review the information and advise the Board on the recommended changes. He stated his desire for review to be done more often in years following. The motion carried unanimously.

Ryan Olson/Neal Forde motioned to approve quote from MSA for Site Planning & Public Facilitation on Facility Property in the amount of \$17,800.00. Trustee Horvath inquired as to the need for the agreement with MSA, and if staff could instead facilitate the process. Administrator Heinig stated that although the Board and public meeting sessions could be facilitated by staff, the design is a major component of this agreement and that is something staff could not do. Trustee Olson also pointed out the issue of running a meeting while participating. Trustee Horvath indicated he would prefer a new firm facilitate to get a fresh look at the project since MSA had created the original long range facility plans. Administrator Heinig assured him that MSA has been directed to have no preconceptions while working on the design process. Trustee Olson agreed that MSA has been impartial in the past; they can make recommendations and allow the Board to make the decisions. Trustee Forde suggested there is an efficiency to using MSA since the planning would need to use quite a bit of data that MSA already has on hand. He feels it is also important that both current Board members that are leaving and new Board members that will be elected in April would have a voice in the discussion. Trustee Horvath felt that if MSA uses data acquired from the kickoff meeting, that he could support the agreement in spite of the cost. The motion carried unanimously.

Ryan Olson/Dawn Kulcinski motioned to approve a quote from Ehlers for TID #3 implementation in the amount of \$8,000.00. Administrator Heinig indicated that TID #3 would be solely for redevelopment and beautification of areas on Holmen Drive. The other bid received for this project was much higher and Ehlers assisted in the creation of the Village's TID #1 and TID #2 so they would be best suited to assist with the creation of TID#3. Trustee Horvath inquired as to this proposal creating the TID or researching the TID; Administrator Heinig assured him the cost was for both. The Board would still need to approve by resolution the actual creation of the TID once the plan was completed. The motion carried unanimously.

Ryan Olson/Neal Forde motioned to approve quote from Temple Display for holiday lights for an amount not to exceed \$10,000.00 total to the Village, following the inclusion of donations towards the purchase of the lights. The motion carried unanimously.

Trustee Olson mentioned that the Finance Committee approved a \$800 purchase of security cameras to allow for 24/7 review of the Village Hall both inside and out and would be installed by staff.

Municipal Court Update

Meeting was held in January to review 2012 financials. Both costs and revenues were up approximately \$3,000.00. Next meeting will be held in April 2013 to approve officers for the remainder of the year.

Fire Board Report

Meeting will be held next week.

Other Items before the Board

Trustee Forde congratulated Administrator Heinig on his recently awarded "Community Recognition Award" given by the Holmen Business Association.

Trustee Olson also congratulated Administrator Heinig on his award as well as the Holmen Police Department on recent arrests.

Administrator Heinig expressed his appreciation for staff and the Board for their great leadership.

President Proctor thanked Administrator Heinig for his participation in the Regional Economic Development group.

Ryan Olson/Dan Moser motioned to adjourn. The motion carried unanimously. The meeting adjourned at 8:31 p.m.

Angela A. Hornberg, Village Clerk/Treasurer