

**Village of Holmen
Board Proceedings
May 12, 2016**

President Proctor called the Holmen Village Board meeting to order at 7:00 pm on May 12, 2016, at the Holmen Village Hall.

Board members present: Nancy Proctor, Steve Johnston, Rich Anderson, Dawn Kulcinski, Bill Ebner and Doug Jorstad. Chuck Olson was excused. Also present were Administrator Heinig, Park & Recreation Director Brogan, Police Chief Collins, Public Works Director Olson, Clerk/Treasurer Hornberg, Attorney Brian Weber, Rod Stanek, Rick Durst, Rachel Utke, Kelsie Bolstad, Richard Barbour and Pat McKnight.

Public Comment

Rick Durst spoke regarding the attorney letter that was provided to Attorney Weber on Wednesday regarding his concerns with the Brott/McCathie PUD. He stated that he still has concerns regarding the landscaping plans on the parcel immediately north of his property; he feels that sufficient detail has not been provided. Durst also commented that the project should fulfill the requirement of street trees that he believes the SPAR Ordinance requires.

Minutes

Rich Anderson/Doug Jorstad motioned to approve the minutes of the April 14, 2016, Board meeting as presented. The motion carried unanimously.

Doug Jorstad/Bill Ebner motioned to approve the minutes of the April 19, 2016, Special Board meeting as presented. The motion carried unanimously.

Planning Commission

Rich Anderson/Doug Jorstad motioned to approve Rezone Petition from Richard Barbour, representing Birdd Land Investments, Inc., from (A) Agricultural District to (R-1) Single-Family Residential District, north of existing Lee Estates. The motion carried unanimously.

Bill Ebner/Steve Johnston motioned to approve Ordinance 6-2016, An Ordinance Annexing Certain Territory into the Village of Holmen (Birdd Land Investments, Inc., Petition MBR#13931). The motion carried unanimously.

Rich Anderson/Dawn Kulcinski motioned to approve Preliminary Plat submitted by Birdd Land Investments, Inc., north of Lee Estates, contingent upon approval from La Crosse County and other impacted agencies. The motion carried unanimously.

Doug Jorstad/Dawn Kulcinski motioned to approve Rezone Petition from Richard Barbour, from (A) Agricultural District to (R-1) Single-Family Residential District, east of Sand Lake Road and south of Schilling Road (Pertzsch Farm). The motion carried unanimously.

Rich Anderson/Dawn Kulcinski motioned to approve Rezone Petition from Jeff Wieser, representing Wieser Brothers, from (B-2) General Business District to (R-5) Multi-Family Residential District off of Crow Street and Flat Road. The motion carried unanimously.

Steve Johnston/Doug Jorstad motioned to approve Developer's Agreement with Rick Beyer and partners for the extension of Blackwelder Place and Final PUD (Planned Unit Development) Implementation Plan for The Grasslands Development Project. The motion carried unanimously.

Dawn Kulcinski/Doug Jorstad motioned to approve request from Dale Brott and Chad McCathie for a zoning change to (PUD) Planned Unit Development Zoning District, corresponding with a submitted General Development Plan, replacing the existing zoning districts of (R-1) Single-Family Residential, (A) Agricultural and (R-5) Multi-Family Residential, along Ryan Street, north of Amy Drive, and corresponding with the Developer's Agreement for the Extension of Ryan Street and the PUD Implementation Plan, which includes final building designs and general colors schemes, striking sidewalk section in Exhibit A. Administration Heinig remarked that the SPAR had been reviewed again and all items were found to be reasonably met. Trustee Johnston inquired as to if the motion as read will meet all requirements and to not be revisited again; Administrator Heinig confirmed that it was. The motion carried unanimously.

Administrator Heinig suggested that a tree requirement in the boulevard be added to the project plan to accommodate Mr. Durst's request for street trees. Rich Anderson/Doug Jorstad motioned to authorize staff to require the developer in the Brott/McCathie project to be required to plant trees in the boulevard, approximately every 60 feet in the right-of-way, where possible, as development occurs through the entire project area in PUD off Ryan Street. The motion carried unanimously.

County Supervisor's Report

County Supervisor Barlow was not in attendance but asked that President Proctor share an invitation from the La Crosse County Disposal System for their annual meeting/luncheon to be held at the site on June 17th. Proctor shared Barlow's comment that it has been a good year for garbage.

Shared Ride Committee

Trustee Kulcinski reported that ridership had decreased by 212; she shared that over a five-year period ridership averages have remained appropriate.

Interns Rachel Utke and Kelsie Bolstad gave a presentation on their review of the Shared Ride program. The interns were surveying ridership concerns and satisfaction rates for the community. They shared that they had participated in the ride program and found the rides to be somewhat timely; however they had concerns about the drivers not communicating which van to be looking for. They noted that there seemed to be two groups with different satisfaction rates with the program. The senior community seemed to find the Shared Ride drivers to be friendly, helpful and they are satisfied with the program. The special needs community had concerns with the drivers not having knowledge of safety procedures dealing with wheelchairs and other devices; they felt the service was not timely, and had issues with special vouchers not being requested in lieu of cash payments. Some of the special needs users were concerned that the program was not effectively helping them to transition into a self-supporting life, stating that being late to work or missing appointments was not reflective of their need to become responsible. Trustee Kulcinski asked that their survey report be shared with the joint Shared Ride Committee; Administrator Heinig stated that it would be appropriate for Kulcinski, as the Shared Ride representative, to share that report with the Committee. Kelsie noted that one other population that was unhappy with the Shared Ride program was residents of the nearby Towns; they expressed their disappointment at needing to be in the Shared Ride program areas in order to receive transportation. Administrator Heinig remarked that currently the Towns are not contributing to the Shared Ride program and that their residents should not be receiving transportation at all. Heinig noted that the City of Onalaska is currently in the process of preparing an RFP for a five-year contract and during this process both Towns are being asked if they would like to participate in the program and pay their fair share for the program. President Proctor thanked Rachel and Kelsie for their presentation and asked that the survey also be shared with Running, Inc.

Park, Recreation and Library Committee

Informational items only.

Law Enforcement Committee

Informational items only.

Public Works Committee

Bill Ebner/Dawn Kulcinski motioned to approve engineering plans for Blackwelder Place extension. The motion carried unanimously.

Doug Jorstad/Steve Johnston motioned to approve Badger Street Industries as the new street sign supplier. Director Olson presented the final street sign design utilizing a Times New Roman font using the previously agreed upon white lettering on a brown sign. Trustee Anderson complimented Director Olson on finding a very large price reduction with the new vendor. Trustee Johnston was concerned that the Times New Roman font might have readability issues at a distance. Olson commented that the Committee had reviewed the signs with the new font at a distance and found it to be quite legible; he also remarked that they decided on a bolder font that should be easier to read while still retaining a community signature. Trustee Anderson suggested that that reversal of color on the signs is a great idea. The motion carried unanimously.

Finance and Personnel Committee

Doug Jorstad/Steve Johnston motioned to recommend payment of the claims as presented for a total amount of \$445,402.18. The motion carried unanimously.

Doug Jorstad/Steve Johnston motioned to approve of Operators' Licenses for Dustin C. Rainey – Festival Foods, Alyssa R. Schurbert – Holmen American Legion, Mercedes L. Kulcinski-Haeuser, Tyler J. Wahl, Chelsey J. George, Beverly A. DiNicola, Kyle D. Thielker and Mikaela K. Hauley – Kwik Trip. The motion carried with Anderson, Ebner, Proctor, Jorstad and Johnston in favor; Kulcinski abstained.

Doug Jorstad/Steve Johnston motioned to approve extension of Village Building Inspector Contract for 2016. Administrator Heinig explained that we were not able to offer the current market rate for qualified candidates for the Building Inspector employee position. At this time the current contract request is as typical; forthcoming contracts will be considered based on the current inspector's ability to complete commercial license certifications and other requirements as requested. The motion carried unanimously.

Dawn Kulcinski/Steve Johnston motioned to approve ratification of the Village of Holmen Professional Police Officers' Contract for 2017-2019. Administrator Heinig remarked that these negotiations were very healthy and positive discussions, and as usual, resulted in a fair and equitable contract. The motion carried unanimously.

Municipal Court Update

At the most recent meeting Heinig was re-appointed to Chair of the Committee and financial aspects of the program were reviewed.

Fire Board Report

Informational items only.

President's Report

Informational items only.

Other Items before the Board

Director Brogan stated that on May 21st, the Touch-a-Truck event will be held; also the first movie in the park will be held on May 27th. Both events are typically very well attended by the community.

Trustee Anderson stated that he has very high respect for the current Village Board members and staff as well as Attorney Weber.

Trustee Jorstad remarked that he was looking forward to the replacement of the street signs in the Village, and complimented Director Olson on finding savings for the project. He mentioned the car show and music that will be held at the Holmen American Legion on May 20th, and thanked the Board for the beautiful plant he received in remembrance of his recently passed father.

Trustee Johnston commented that he attended the most recent Library Board meeting and the vote was four-one in favor of keeping the Administrative offices for the Library in Holmen. Johnston expects approval at the County Supervisors' meeting; he remarked that the current library staff is excited about the vote. Johnston also thanked the Public Works and Park & Recreation staff for the many exciting changes going on in the Village to enhance look and functionality of the community. He complimented Director Olson on the re-design of the drainage area between the East and West shelter, which should offer a permanent solution to the problem.

Clerk/Treasurer Hornberg stated that the Board of Review will be held on May 17th, and that the auditors would be at the June Board meeting to present the 2015 audit information. She noted that final 2015 financial and fund balance information was provided to the Board this week and final audit reports would be provided next week.

Closed Session

At 8:10 pm, Doug Jorstad/Dawn Kulcinski motioned to convene into closed session per Wisconsin State Statute 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Purpose: Discuss notice of claim; discuss Holmen Area Fire District coverage. The motion carried unanimously.

At 8:36 pm, Bill Ebner/Rich Anderson motioned to reconvene into open session per Wisconsin State Statute 19.85(2). The motion carried unanimously.

Steve Johnston/Rich Anderson motioned to direct Attorney to proceed with negotiations to resolve claim. The motion carried unanimously.

Bill Ebner/Doug Jorstad motioned to adjourn. The motion carried unanimously. The meeting adjourned at 8:37 pm.

Angela A. Hornberg, Village Clerk/Treasurer