

**Village of Holmen
Board Proceedings
June 9, 2016**

President Proctor called the Holmen Village Board meeting to order at 7:00 pm on June 9, 2016, at the Holmen Village Hall.

Board members present: Nancy Proctor, Steve Johnston, Rich Anderson, Dawn Kulcinski, Chuck Olson, Bill Ebner and Doug Jorstad. Also present were Administrator Heinig, Park & Recreation Director Brogan, Police Chief Collins, Public Works Director Olson, Clerk/Treasurer Hornberg, Joe Haas, Ryan Reimers and Pat McKnight.

Public Hearing

At 7:01 pm, Dawn Kulcinski/Rich Anderson motioned to open the Public Hearing on Ordinance 7-2016 – Chapter 63, Firearms, Bow & Arrows, & Other Missiles Prohibited, of the Village of Holmen Code of Ordinances. The motion carried unanimously. No one spoke in favor or in opposition of the ordinance. At 7:03 pm, Bill Ebner/Dawn Kulcinski motioned to close the public hearing. The motion carried unanimously.

Presentation

Joe Haas from Hawkins, Ash, CPAs presented the 2015 audit and answered questions pertaining to the audit.

Public Comment

None.

Minutes

Steve Johnston/Doug Jorstad motioned to approve the minutes of the May 12, 2016, Board meeting as presented. The motion carried unanimously.

Planning Commission

Rich Anderson/Doug Jorstad motioned to approve Resolution 6-2016, Acceptance of a Certified Survey Map (CSM) Splitting One Lot into Two on Second Avenue East. The motion carried with Anderson, Ebner, Proctor, Jorstad, Kulcinski and Johnston in favor; Olson abstained.

Rich Anderson/Bill Ebner motioned to approve Ordinance 8-2016, An Ordinance Annexing Certain Territory into the Village of Holmen (Trevor Thompson; Petition MBR#13941). The motion carried unanimously.

Bill Ebner/Doug Jorstad motioned to approve Developer's Agreement with CHIFest Properties Holmen, LLC, for the creation of a four-lot Planned Unit Development (PUD), including a Festival Foods Store, off Hale Drive and Main Street, also serving as the PUD Implementation Plan for the project. Administrator Heinig remarked that it was a great pleasure to work the CHIFest Properties team on this project. CHIFest Finance Director Ryan Reimers commented that the entire CHIFest team appreciates the partnership and hard work that went into creating a project of this size; he stated that they were proud to be the first major retailer in Holmen's south side, and he is sure the expanded format will serve the community better than ever for years to come. The motion carried with Anderson, Ebner, Proctor, Jorstad, Kulcinski and Johnston in favor; Olson abstained.

County Supervisor's Report

County Supervisor Barlow was not in attendance but asked that President Proctor share that the Lot C project was proceeding as anticipated.

Shared Ride Committee

Trustee Kulcinski noted that a public hearing was held at the last Shared Ride meeting regarding a proposed \$.25 per ride increase effective January 1, 2017; no comments were received at the public hearing. She stated that recently request for bids were sent to vendors for the program. She reported that ridership decreased by 396 (from 1592 to 1196 from April 2015 to April 2016).

Park, Recreation and Library Committee

Chuck Olson/Rich Anderson motioned to approve quote from Winona Nursery for an irrigation system at the new library site in the amount of \$22,990.48. The motion carried unanimously.

Law Enforcement Committee

Steve Johnston/Doug Jorstad motioned to approve Ordinance 7-2016, Chapter 63 - Firearms, Bow & Arrows & Other Missiles. Trustee Kulcinski remarked that she was concerned that the concealed carry portion of the ordinance would not exclude Village Hall. The motion carried unanimously.

Public Works Committee

Rich Anderson/Chuck Olson motioned to approve Resolution 5-2016, Resolution Accepting the Public Improvements of Cole Addition Two, with the understanding that the installation of acceptable street poles will be forthcoming. The motion carried unanimously.

Rich Anderson/Bill Ebner motioned to approve 2016 street reconstruction contract with Mathy Construction in the amount of \$289,110. The motion carried unanimously.

Rich Anderson/Chuck Olson motioned to approve TIF #2 utility extension contract with McCabe Construction in the amount of \$221,609.00. The motion carried unanimously.

Rich Anderson/Bill Ebner motioned to approve repairs to Tymco street sweeper from Zarnoth Brush Works in an amount not to exceed \$4,000.00. 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 \$725,251.05. The motion carried unanimously.

Dawn Kulcinski/Doug Jorstad motioned to approve 2016/2017 Class B Retail Combination Licenses, Class A Retail Combination Licenses, "Class B" Retail Liquor – Wine Only License, Class "A" Retail Fermented Malt License, Class "B" Retail Beer License/"Class C" Wine License, Class "B" Retail Beer Licenses as presented. The motion carried unanimously.

Doug Jorstad/Steve Johnston motioned to approve 2016/2017 Operator's Licenses including new applicants Rebecca M. Moss – Features II, Katherine A. Kirchner – Festival Foods, Brock V. Mrdjenovich, Stephen J. Schams and Kerri D. Schuh – Kwik Trip and excluding applicants Hailey J. Fisher – Festival Foods, Rhonda K. Knoblock and Paul Mortenson – Holmen American Legion, Michael Kazemba – Pizza Corral, Kaylyn A. Gunther – Smokey's Bar & Grill, Sierra L. Klisz and Joseph Stenberg – The Pour House Pub. The motion carried with Ebner, Proctor, Anderson, Olson, Jorstad and Johnston in favor; Kulcinski abstained.

Doug Jorstad/Steve Johnston motioned to deny 2016/2017 Operators' License applications for Hailey J. Fisher – Festival Foods, Rhonda K. Knoblock and Paul Mortenson – Holmen American Legion, Michael Kazemba – Pizza Corral, Kaylyn A. Gunther – Smokey's Bar & Grill, Sierra L. Klisz and Joseph Stenberg – The Pour House Pub, as denied for reasons outlined in Chief Collins' report and imposing a ninety-day waiting period before applicants are able to re-apply. The motion carried with Ebner, Proctor, Anderson, Olson, Jorstad and Johnston in favor; Kulcinski abstained.

Doug Jorstad/Dawn Kulcinski motioned to recommend approval of 2016/2017 Non-Alcoholic Licenses, Cigarette & Tobacco Licenses, Video/Coin Operated/Amusement Machine Licenses, Junk/Salvage Yard License, Pawn Broker License and Septage Licenses as presented. The motion carried unanimously.

Municipal Court Update

No meeting was held.

Fire Board Report

Informational items only.

President's Report

Informational items only.

Other Items before the Board

Chief Collins commented that fundraising requests for National Night Out had begun and are going well. He requested due to the National Night Out event that the August Law Committee meeting be rescheduled to August 9th.

Director Olson stated that the TIF #3 construction should proceed quickly into the next phase since the contractor will be using equipment that is already located on site.

Trustee Olson inquired as to the timeline for painting crosswalks in the Village; Director Olson stated it is a process that normally occurs closer to the start of Kornfest. Trustee Olson suggested the timeline be moved up in the interest of safety now that school has let out. Director Olson assured him he will look into it.

Trustee Jorstad thanked Chief Collins for his thorough review of license applicants and asked Clerk/Hornberg to thank Deputy Clerk Croell for her hard work preparing the information in an easy-to-use format for the Board.

Trustee Kulcinski thanked Chief Collins for all of his work reviewing license applicants; Chief Collins extended that appreciation to his assistant Karla Pleau. Kulcinski also inquired as to the timeline of road repairs on Linden Drive. Director Olson informed her that those repairs are included in the 2016 street construction project and should be taken care of during the summer months.

Trustee Johnston remarked on the great job the Public Works and Park and Recreation Departments have been doing, and asked that his sentiment be shared with staff.

Clerk/Treasurer Hornberg thanked Chief Collins for his response to social media concerns from the family of the man who perished in the June 1st highway accident.

Doug Jorstad/Bill Ebner motioned to adjourn. The motion carried unanimously. The meeting adjourned at 8:19 pm.

Angela A. Hornberg, Village Clerk/Treasurer