

**Village of Holmen  
Board Proceedings  
June 13, 2013**

President Proctor called the Holmen Village Board meeting to order at 7:00 pm on June 13, 2013, at the Holmen Village Hall.

Board members present: Nancy Proctor, Doug Jorstad, Neal Forde, Dawn Kulcinski, Mike Dunham and Rich Anderson. Ryan Olson was excused. Also present were Administrator Heinig, Park & Recreation Director Brogan, Police Chief McHugh, Public Works Director Olson, Clerk/Treasurer Hornberg, Attorney Alan Peterson, Bill Ebner, Marilyn Pedretti, Randy Erickson, Carrie Goyette and family.

**Public Hearing**

None.

**Public Comment**

Carrie Goyette spoke in regards to her seven dog violation that was reported by a neighbor. She presented material to the Board in order to request an exception to the Village ordinance of two dogs per residence.

**Minutes**

Dawn Kulcinski/Neal Forde motioned to approve the minutes of the May 9, 2013, Board meeting as presented. The motion carried unanimously. Dawn Kulcinski/Rich Anderson motioned to approve the minutes of the May 20, 2013, Special Board meeting as presented. The motion carried unanimously.

**Planning Commission**

Rich Anderson/Dawn Kulcinski motioned to approve a petition from Time Square, LLC, to create a Planned Unit Development consisting of 20 townhomes and two mixed use commercial and residential structures at Blackwelder Place. Trustee Dunham inquired as to the plan containing specific landscaping, lighting and architectural scheme plans; Administrator Heinig stated that all issues would be completed adhering to Village standards. The motion carried unanimously.

**County Supervisor's Report**

County Supervisor Pedretti gave an update on the County's recent discussions of a new Administrative Center and offered to answer any questions.

**Shared Ride Committee**

Trustee Anderson reported that ridership had increased by 276 rides (from 1604 to 1880) from April 2012 to April 2013. Anderson reported that there was nothing new to report regarding grant fund availability.

**Park, Recreation and Library Committee**

Trustee Forde updated the Board on the DuPont Imprelis tree damage claims resolution proposal that was approved at Committee. He also commented that the department's Gator was able to be repaired therefore it would no longer be an action item for this evening; Director Brogan commented that a replacement would most likely be included in the 2014 budget request.

**Law Enforcement Committee**

Informational items only.

**Public Works Committee**

Neal Forde/Rich Anderson motioned to approve Hawkins Chemical as the fluoride supplier at a cost of \$.46 per pound. The motion carried unanimously.

Neal Forde/Mike Dunham motioned to approve 2013 Reservoir Inspection contract with Water Tower Clean & Coat in the amount of \$5,000.00. The motion carried unanimously.

Neal Forde/Rich Anderson motioned to approve Resolution #6-2012 for 2012 CMAR Submittal. Director Olson commented that the score received on the BOD influent indicated that we need to start taking a look at potential modifications to the treatment plant. He stated that since the Village has already finalized a facility plan for the WWTP, we are essentially ahead of the game. The motion carried unanimously.

Neal Forde/Mike Dunham motioned to approve update to Sand Lake Road project design cost in the amount of \$122,113.48. The increase in costs is a result of the Town of Onalaska's bowing out of the plan, therefore some costs will be split three ways rather than four ways as originally approved. Additional costs will be included in the 2014 budget requests. The motion carried unanimously.

**Finance and Personnel Committee**

Neal Forde/Doug Jorstad motioned to recommend payment of the claims as presented for a total amount of \$808,112.34. The motion carried unanimously.

Neal Forde/Rich Anderson motioned to recommend approval of 2013/2014 Class B Retail Combination Licenses, Class A Retail Combination Licenses, Class "B" Retail Liquor – Wine Only License, Class "A" Retail Fermented Malt License and Class "B" Retail Beer Licenses as presented. Trustee Dunham commented on his satisfaction of the policies and compliance in regards to alcohol violations. The motion carried unanimously.

Neal Forde/Rich Anderson motioned to recommend approval of 2013/2014 Operator's Licenses as presented. The motion carried unanimously.

Neal Ford/Doug Jorstad motioned to recommend approval of 2013/2014 Non-Alcoholic Licenses as presented. The motion carried unanimously.

Neal Forde/Rich Anderson motioned to recommend approval of 2013/2014 Cigarette & Tobacco Licenses as presented. The motion carried unanimously.

Neal Forde/Mike Dunham motioned to recommend approval of 2013/2014 Video/Coin Operated/Amusement Machine Licenses as presented. The motion carried unanimously.

Neal Forde/Doug Jorstad motioned to recommend approval of 2013/2014 Junk/Salvage & Recycling Licenses as presented. The motion carried unanimously.

Neal Forde/Doug Jorstad motioned to recommend approval of 2013/2014 Pawn Broker Licenses as presented. The motion carried unanimously.

Neal Forde/Rich Anderson motioned to recommend approval of 2013/2014 Septage Licenses as presented. The motion carried unanimously.

Neal Forde/Rich Anderson motioned to approve contract with Alan Peterson, for continued attorney services. Trustee Dunham inquired as the justification of the rate increase reflected in the contract; Administrator Heinig commented that an increase had not occurred for approximately six years and that the requested fee was under the current market rate. The motion carried unanimously.

Neal Forde/Doug Jorstad motioned to approve contract with Brian Weber, for emergency back-up and assistant attorney services. Trustee Dunham inquired as to a potential conflict of interest with Mr. Weber currently serving as the Chairperson of the Police Commission. Administrator Heinig stated that would be an issue and that we would request an immediate resignation from Mr. Weber for that position. Neal Forde/Dawn Kulcinski amended the motion to approve contract with Brian Weber, for emergency back-up and assistant attorney services contingent upon his resignation from Police Commission. The motion carried unanimously.

Neal Forde/Doug Jorstad motioned to approve Resolution #7-2013 - A Resolution Implementing a New Storm Water Utility ERU Charge. Trustee Dunham inquired as to how long the increase would serve the utility; Administrator Heinig indicated he feels it would be sufficient thru 2015. The motion carried unanimously.

Neal Forde/Doug Jorstad motioned to approve Resolution #8-2013 - A Resolution Implementing a New Sewer Utility Rate and Base Fixed Charge. Administrator Heinig responded to comments on average sewer costs by stating the Village's current rates were one of the lowest in the State, and the new rate would be in the higher end of median costs for the State. The motion carried unanimously.

#### **Municipal Court Update**

No meeting was held.

#### **Fire Board Report**

The next meeting will be held on June 20, 2013.

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

Mike Dunham/Rich Anderson motioned to accept Trustee Dunham's resignation effective June 21, 2013. The motion carried unanimously.

Nancy Proctor/Mike Dunham motioned to appoint Bill Ebner to replace Trustee Dunham effective June 22, 2013. The motion carried unanimously.

Nancy Proctor/Neal Forde motioned to approve amended April 16, 2013 to April 15, 2014 Committees and Commission assignments. The motion carried unanimously.

#### **Closed Session**

At 8:08 p.m. Dawn/Kulcinski/Doug Jorstad 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: Possible Legal Action(s) Considering the Town of Onalaska's Intent to Incorporate.* The motion carried unanimously.

At 8:46 p.m. Dawn Kulcinski/Doug Jorstad motioned to reconvene into open session per Wisconsin State Statute 19.85(2). The motion carried unanimously.

Mike Dunham/Rich Anderson motioned to direct staff to pursue an RFP for possible legal services as needed. The motion carried unanimously.

**Other Items before the Board**

Director Brogan commented on the permanent change to future Park & Recreation Committee meetings beginning in July from 6:30 pm to 5:30 pm.

Trustee Kulcinski congratulated Administrator Heinig on the recent acknowledgment in the Courier-Life for the Holmen Drive Corridor APA honor the Village recently received.

Trustee Dunham stated that it was a pleasure to serve the Village; he expects good things for the future of the Village and he wished Bill Ebner luck with his new appointment.

Thank you and best wishes were extended by Board and staff to Trustee Dunham.

Dawn Kulcinski/Neal Forde motioned to adjourn. The motion carried unanimously. The meeting adjourned at 8:52 pm.

Angela A. Hornberg, Village Clerk/Treasurer