

**Village of Holmen
Board Proceedings
July 14, 2016**

President Proctor called the Holmen Village Board meeting to order at 7:00 pm on July 14, 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, Attorney Brian Weber, Rick Durst, Rob Uphoff, Pat Morrow, Herb Hanson, Jim Christenson, Pat Barlow and Pat McKnight.

Public Hearing

At 7:01 pm, Bill Ebner/Dawn Kulcinski motioned to open the Public Hearing on Ordinance 9-2016, An Ordinance Amending Article X, Planned Unit Developments, 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, Steve Johnston/Dawn Kulcinski motioned to close the public hearing. The motion carried unanimously.

Overview – Wastewater Facility Plan Amendment

Pat Morrow from MSA presented the Wastewater Facility Plan Amendment, reviewing why the project is necessary, what alternatives have been considered, cost, recommendations and timeline. Trustee Olson inquired as to the almost three-year timeline to complete the project. Morrow stated that after review by the DNR, there would be an approximately 1-year period to design the project and then another two-year period for construction; he affirmed it does meet requirement deadlines with the DNR for effluent compliance.

Public Hearing

At 7:20 pm, Steve Johnston/Dawn Kulcinski motioned to open the Public Hearing on the Wastewater Facility Plan Amendment. The motion carried unanimously. Pat Barlow spoke in favor of the plan and noted that his hope is that the plan as presented is capable of absorbing ample new development, including industrial, and truly provides for the future and all of the changes that will occur to the wastewater stream. At 7:22 pm, Chuck Olson/Doug Jorstad motioned to close the public hearing. The motion carried unanimously.

Public Comment

None.

Minutes

Steve Johnston/Rich Anderson motioned to approve the minutes of the June 9, 2016, Board meeting as presented. The motion carried unanimously.

Chuck Olson/Bill Ebner motioned to approve the minutes of the June 29, 2016, Special Board meeting as presented. The motion carried unanimously.

Planning Commission

Bill Ebner/Doug Jorstad motioned to approve Rezone Petition from Jim Christenson, JKC Construction, from (R-6) (Zero Lot Line Two-Family Residential District) to R-1 (Single-Family Residential District), for property in Village Crossing off Iris Street and Huntington Street. The motion carried unanimously.

Rich Anderson/Doug Jorstad motioned to approve Ordinance 9-2016, An Ordinance Amending Article X, Planned Unit Developments, of the Village of Holmen Code of Ordinances. The motion carried unanimously.

Chuck Olson/Steve Johnston motioned to recognize that all PUDs currently in process as of today's date, operating under approved "Implementation Plans," in accordance with the previous Article X language, that such PUDs shall be consistent and here forth be in compliance as operating under an approved "Final Development and Implementation Plan" in accordance with the newly amended Article X language. The motion carried unanimously.

County Supervisor's Report

County Supervisor Barlow stated that in June, the County approved bond issues for re-financing as well as new future projects. He commented that they had recently created a policy for County land sales, and are looking into implementing road-marking changes based on a recent railroad safety study. Barlow congratulated the Village on the recent hire of a new Fire Chief, and thanked the Park & Recreation Department for providing many ways to entertain his children all summer.

Shared Ride Committee

Trustee Kulcinski reported that ridership decreased by 284 (from 1338 to 1054 from May 2015 to May 2016).

Park, Recreation and Library Committee

Informational items only.

Law Enforcement Committee

Informational items only.

Public Works Committee

Rich Anderson/Bill Ebner motioned to approve Wastewater Facility Plan Amendment as presented. The motion carried unanimously.

Bill Ebner/Doug Jorstad motioned to approve Change order #1 – 2016 TIF #2 utility extension in an amount not to exceed \$2,315.00. The motion carried unanimously.

Rich Anderson/Doug Jorstad motioned to approve Resolution 7-2016, CMAR Review. Anderson complimented Director Olson and his staff for their tremendous straight A scoring on the review. The motion carried unanimously.

Rich Anderson/Bill Ebner motioned to approve stormwater credit – County Materials – 611 Empire Street. 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 \$1,001,914.41. The motion carried unanimously.

Chuck Olson/Steve Johnson motioned to approve Resolution 8-2016, Authorizing General Obligation Bonds in an amount not to exceed \$4,965,000 for Library Projects. The motion carried unanimously.

Doug Jorstad/Rich Anderson motioned to approve Resolution 9-2016, Authorizing General Obligation Bonds in an amount not to exceed \$1,055,000 for Street Improvement Projects. The motion carried unanimously.

Doug Jorstad/Bill Ebner motioned to approve Resolution 10-2016, Authorizing General Obligation Bonds in an amount not to exceed \$3,195,000 for Community Development Projects in Tax Incremental District #3. The motion carried unanimously.

Doug Jorstad/Bill Ebner motioned to approve Resolution 11-2016, Providing for the Sale of \$9,215,000 General Obligation Corporate Purpose Bonds, Series 2016A. The motion carried unanimously.

Dawn Kulcinski/Doug Jorstad motioned to approve Temporary Class "B" license for Holmen Viking Wrestling Club to be held on August 19-21, 2016, at Deerwood Park, 500 Anderson Street. The motion carried unanimously.

Doug Jorstad/Steve Johnston motioned to approve Operators' Licenses for Brenda L. Peterson and Rebecca J. Saddler – The Pour House. The motion carried unanimously.

Municipal Court Update

No meeting was held.

Fire Board Report

Trustee Olson was pleased to announce the hire of new Fire Chief Paul Menches; his experience in the region is vast and he comes to Holmen with specific experience in developing a department in a growing community. The Fire Board recently held a press conference to notify constituents that the Department is moving forward with a new Chief. Menches will start on September 14th but will begin working remotely to get things started in the right direction. Trustee Olson said this process has been challenging but has been a pleasure; he commented that the six-member Fire Board is working well together and are excited about moving forward.

President's Report

Informational items only.

Other Items before the Board

Chief Collins commented that he looks forward to working with the new Fire Chief. He thanked residents for all of the immense support and gifts being delivered in support of the Department in the wake of the Dallas incident. He also thanked the Park & Recreation Department staff for continued maintenance of building operations, his own staff for pitching in and helping one another, as well as thanking Administrator Heinig for always being available for staff.

Director Olson stated that the Village of Holmen is a wonderful place to work, where all staff takes ownership, and thanked the Board and community for the opportunity to work here.

Director Brogan commented that previous Assistant Park and Recreation Director Reinhart was just appointed head basketball coach at Aquinas.

Trustee Olson mentioned that the Fire Department recently received donation funds from the Thiele family and those funds, along with Fire Activity funds, were used to replace a \$5,200.00 cutter tool. He mentioned that the annual hot dog and brat feed will be held on July 21st.

Trustee Anderson thanked Trustees Olson and Ebner for a job well done on the Fire Board.

Trustee Jorstad mentioned that the Public Works Committee has requested the timeline for painting crosswalks in the Village be moved from August to May for 2017; Administrator Heinig stated that is an

acceptable plan. Jorstad complimented the recent street projects and thanked Director Olson for sticking to the seven-year project plan.

Trustee Johnston expressed his amazement at how busy Halfway Creek Park has been; he is pleased to see so much activity in the area.

Clerk/Treasurer Hornberg requested confirmation on availability to change the August Law Committee meeting from August 2nd to August 9th, as well as the August Finance Committee meeting from August 9th to August 10th.

Administrator Heinig noted that the Public Hearing for the water rate increase was held today and once approved by the PSC, would be planned to be implemented in the 4th quarter of 2016. Heinig commented on an award that was presented from LADCO to the Village of Holmen, City of Onalaska and Town of Onalaska to acknowledge the collaboration that led to the signing of a historic boundary agreement between the three municipalities. He stated that he has been receiving many comments from the business community on how apparent it is that the Village of Holmen is well-cared for, full of community pride and the synergy is working to make Holmen a desirable place to live, relocate and invest; kudos to everyone in the room for that accomplishment. Heinig mentioned a current issue with the Holmen Postal Service and their desire to implement a 10-year old policy, which has not been implemented anywhere else in the County, for the installation of cluster mailboxes for all new subdivisions. He stated that he is working with Minneapolis to try to resolve the current situation but is fearful for future developments having to deal with the issues that these cluster boxes would surely cause. Issues such as maintenance, location, supervision of key exchange for home sales; he feels at the very least, this is a conversation that needs to occur with communities and developers before it should be implemented. He is hopeful to get this issue resolved without legal action.

Attorney Weber complimented staff and stated that Holmen is definitely becoming a leader in the County.

Chuck Olson/Steve Johnston motioned to adjourn. The motion carried unanimously. The meeting adjourned at 8:26 pm.

Angela A. Hornberg, Village Clerk/Treasurer