

**Village of Holmen
Board Proceedings
August 11, 2016**

President Proctor called the Holmen Village Board meeting to order at 7:00 pm on August 11, 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, Sean Lentz, Justin Yahnke, Jason Yahnke, Drew Kelly, Pat Barlow and Pat McKnight.

Public Comment

Justin Yahnke, Olympic Builders, spoke to the Board to address recent HVAC concerns at the Police Station. He remarked that his staff, as well as the subcontractors, have been working to correct problems, which are mostly related to design flaws. Yahnke also remarked that the HVAC contractor as bid for the Library project is not the same subcontractor that was used in the Police Station construction.

Minutes

Chuck Olson/Doug Jorstad motioned to approve the minutes of the July 14, 2016, Board meeting as presented. The motion carried unanimously.

Planning Commission

Rich Anderson/Doug Jorstad motioned to approve petition from Kwik Trip for SPAR (Site Plan and Architectural Review) on development of a new facility off Hale Drive, including minor modification of the Festival Foods PUD Final Development and Implementation Plan and Developer's Agreement, to accommodate a modified site plan for Kwik Trip's proposed lot improvements in the southwest outlot area. The motion carried unanimously.

Steve Johnston/Doug Jorstad motioned to approve Resolution 16-2016, Acceptance of CSM for lot splits on Hale Drive and Main Street, within the Festival Foods PUD Final Development Plan, including the addition of a blanket access easement which must be included in the document to grant unrestricted access to all parcels from any parcel. The motion carried unanimously.

Steve Johnston/Rich Anderson motioned to approve Resolution 17-2016, Acceptance of CSM for lot splits on Flat Road and Crow Street, within the Nicolai Flats subdivision, including the condition that a 20' wide storm sewer easement be added to the north line of the document, and with the understanding that the CSM cannot be recorded prior to the original plat being recorded. The motion carried with Proctor, Johnston, Anderson, Kulcinski, Ebner and Jorstad in favor; Olson abstained.

Steve Johnston/Rich Anderson motioned to approve Developer's Agreement for the new Evergreen subdivision. The motion carried unanimously.

Bill Ebner/Doug Jorstad motioned to approve Resolution 12-2016, Authorizing preparation of General Boundary Agreement between the Village of Holmen and Town of Holland. The motion carried unanimously.

County Supervisor's Report

County Supervisor Barlow thanked the Board for their support of Boundary Agreements with the Town of Holland as he covers areas in both municipalities and an amicable relationship makes his life easier. Barlow remarked that an open house for Lakeview Health Center would be in the near future, date to be announced. He commented that the tonnage collected in three days La Crosse County after the August 4th storm was equivalent to a normal month amount of tonnage. Barlow mentioned that the County had also gone through a recent rate review and was able to maintain their current AA1 rating. He noted that the 2017 County budget would have around \$300,000 in increased levy and that a comprehensive financial report for the County was available for review.

Trustee Johnston thanked Barlow for his support of the County Library System.

Shared Ride Committee

Trustee Kulcinski reported that ridership decreased by 369 (from 1367 to 998 from June 2015 to June 2016).

Park, Recreation and Library Committee

Rich Anderson/Bill Ebner motioned to approve Resolution 13-2016, Ratification of Library Donation and Recognition Structure. The motion carried unanimously. Administrator Heinig reported that Chuck and Ardene Olson have committed a \$10,000 donation in support of the Library project; the funds will be used for the fireplace in the reading area of the new building.

Chuck Olson/Dawn Kulcinski motioned to approve Holmen American Legion Park Reservation Request for use of Halfway Creek Park for Kornfest to be held August 19-21, 2016. The motion carried unanimously.

Chuck Olson/Doug Jorstad motioned to award construction contract for the new Library to Olympic Builders in the amount of \$3,990,413.00. Trustee Ebner inquired as to the time frame for resolution on the current condensation issue in the Police Station. Trustee Johnston asked if there will be similar issues at the Library. Justin Yahnke assured the Board they will continue to work on the condensation issue until a satisfactory resolution is received and that they do not anticipate similar issues with the Library project design. The motion carried unanimously.

Law Enforcement Committee

Steve Johnston/Bill Ebner motioned to approve purchase of internal window blinds from the Police Station from Hidden Valley Designs in the amount of \$3,586.80. The motion carried unanimously.

Trustee Olson expressed his frustration with MSA, and asked that a meeting be called with Carter Arndt to address the issues which are engineering and architectural problems; he feels that design flaws should fall on the designer. He feels MSA needs to find a solution and pay for their error; he feels it is not fair to the contractors or sub-contractors to take the blame for the problems. Administrator Heinig assured the Board that these concerns were already being addressed with MSA.

Public Works Committee

Rich Anderson/Steve Johnston motioned to approve curb replacement agreement with Meyer Concrete Concepts in the amount of \$3,520.00. The motion carried unanimously.

Rich Anderson/Bill Ebner motioned to approve 2016 sealcoat program agreement with Scott Construction in the amount of \$36,660.00. The motion carried unanimously.

Rich Anderson/Steve Johnston motioned to approve construction plans – Evergreen subdivision. 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 \$557,196.40. The motion carried unanimously.

Steve Johnston/Rich Anderson motioned to approve Pledge Agreement with BMO Harris Bank. The motion carried unanimously.

Sean Lentz, Ehlers Investment Partners, presented the Sale Day Report for the 2016 bonds; he noted that the S&P rating of AA- was reaffirmed which attracts investors and in turn leads to lower interest rates. He stated that the bid was awarded to Piper Jaffray & Company at an interest rate of 2.1683%. Lentz noted that TIF #3 is off to a great start and looks to have a very bright future. He complimented Administrator Heinig and Clerk/Treasurer Hornberg for their preparation leading to one of the quickest bond rating calls he has yet experienced. Administrator Heinig thanked Lentz and stated that he was one of the best professionals he has had the pleasure to work with.

Rich Anderson/Dawn Kulcinski motioned to approve Resolution 14-2016, Resolution Awarding the Sale of \$9,215,000 General Obligation Corporate Purpose Bonds, Series 2016A. The motion carried unanimously.

Doug Jorstad/Chuck Olson motioned to approve 2016-2017 election inspectors as presented. The motion carried with Proctor, Olson, Johnston, Ebner, Anderson and Kulcinski in favor; Jorstad abstained.

Doug Jorstad/Steve Johnston motioned to approve Resolution 15-2016, Adopting and Implementing New Water Utility Rates under PSC Docket 2590-WR-104. The motion carried unanimously.

Doug Jorstad/Bill Ebner motioned to approve Temporary Class "B" license for Holmen American Legion Kornfest to be held on August 19-21, 2016, at Halfway Creek Park, 419 1st Avenue West. Trustee Olson inquired as to if Mark B. Taylor is agent on the Holmen American Legion's license; Clerk/Treasurer Hornberg stated the agent as listed is Pamela Eddy. Mark B. Taylor is listed as the President on the license. The motion carried unanimously.

Doug Jorstad/Rich Anderson motioned to approve Temporary Amendment to Liquor Premises for Specific Event for Smokey's Bar Smokefest event to be held at 112 Mill Street on September 10, 2016. The motion carried with Proctor, Olson, Johnston, Ebner, Anderson and Jorstad in favor; Kulcinski abstained.

Doug Jorstad/Rich Anderson motioned to grant a thirty-day provisional operator's license for Mark B. Taylor, to be followed by a sixty-day waiting period before application for a regular operator's license could be submitted. Trustee Jorstad remarked that at the Finance Committee meeting, testimony was heard from Mark B. Taylor regarding the denial of his license request. The motion carried with Anderson, Ebner, Kulcinski, Proctor, Jorstad and Johnston in favor; Olson opposed.

Doug Jorstad/Bill Ebner motioned to approve Operators' Licenses for Amery H. Thao, Alyssa G. Vinz – Festival Foods; Alexis M. Goodman, Tamara J. Taylor, David B. Haas – Holmen American Legion; Emily J. Cloutier, Amber N. Dobbs, Taylor N. Duffenback, Jennifer K. Hovorha – Kwik Trip; and Lexis K. Puzel – Features Sports Bar and Grill. The motion carried unanimously.

Municipal Court Update

No meeting was held.

Fire Board Report

Trustee Olson reported that Fire Chief Paul Menches has moved up his start date to August 18th. He remarked that the fire department has a very tight budget and is suffering from previous fire board's lack of budget supervision.

President's Report

No report available.

Other Items before the Board

Bill Ebner/Rich Anderson motioned to approve updated Planning Commission appointment of Greg Grokowsky. The motion carried unanimously.

Chief Collins reported that the recent National Night out Event was a great success and he thanked Administrator Heinig for seeing the importance of the event, the Board for their support, the staff for their hard work, Parks and Street Departments for their assistance with the event, as well as the local businesses and private donors for contributing to the event.

Director Olson thanked the other departments for pulling together during the August 4th storm; he stated that as of today, 150 dump truck loads of unchipped and 16 dump truck loads of chipped storm debris have been hauled by his staff.

Director Brogan remarked how great Village staff all worked together during storm cleanup.

Trustee Olson complimented the staff on storm damage cleanup efforts, and also complimented Heinig and Hornberg for doing a great job, which shows in our bond issue rating.

Trustee Anderson thanked Heinig and Hornberg, and thanked the Public Works Department for all working together to get through the storm damage.

Trustee Ebner thanked all departments.

Trustee Jorstad thanked Administrator Heinig and Clerk/Treasurer Hornberg, and mentioned that he would be unavailable for meetings during the month of March 2017.

Trustee Kulcinski thanked all staff for the response during the storm on August 4th; she stated that she was proud to be part of the Village.

Trustee Johnston stated that the response of all departments was phenomenal during the storm and thanked all staff.

Clerk/Treasurer Hornberg thanked the Park & Recreation Department for taking care of all election setup and teardown so the Public Works could continue storm damage cleanup efforts.

Administrator Heinig remarked that August was a huge month with many accomplishments; he complimented all departments for doing a great job, and complimented the Board on their leadership on behalf of the community.

Attorney Weber remarked on the cleanup efforts in the neighborhoods with everyone working together showing great community; great leadership carries on to the community. He also commented on National Night out and what a great event it was.

President Proctor expressed her pride in staff and the community, and remarked how well the Concerts in the Park attendance is this summer with a recent crowd of 400 people and a regular crowd between 200 and 250 each concert.

Closed Session

At 8:29 pm, Bill Ebner/Doug Jorstad motioned to convene into closed session per Wisconsin State Statute 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of public employee. Purpose: Administrator annual review. The motion carried unanimously.

At 9:13 pm, Chuck Olson/Doug Jorstad motioned to reconvene into open session per Wisconsin State Statute 19.85(2). The motion carried unanimously.

Doug Jorstad/Bill Ebner motioned to increase the Village Administrator's salary to \$125,000 beginning in 2017 and to extend his contract by an additional two years. The Board strongly supported retention of its Administrative staff leadership and desired to ensure that Village Administration was fairly compensated in comparison to its Wisconsin peer group. The motion carried unanimously.

Chuck Olson/Steve Johnston motioned to increase the Clerk/Treasurer's salary to \$75,000 beginning in 2017. The motion carried unanimously.

Bill Ebner/Doug Jorstad motioned to adjourn. The motion carried unanimously. The meeting adjourned at 9:15 pm.

Angela A. Hornberg, Village Clerk/Treasurer