

**Meeting Minutes**  
**Village of Holmen Finance and Personnel Committee**  
**August 10, 2016**

The meeting of the Holmen Finance and Personnel Committee was held Wednesday, August 10, 2016, in the Village Board Room.

Chair Doug Jorstad called the meeting to order at 5:00 pm.

Present at the meeting: Committee members Doug Jorstad, Dawn Kulcinski and Rich Anderson. Also in attendance were Mark B. Taylor, Jen Woyicki, Jon Stevens, Nancy Proctor, Scott Heinig and Angie Hornberg.

Approval of Minutes Rich Anderson/Dawn Kulcinski motioned to approve the minutes of the July 12, 2016, meeting. The motion carried unanimously.

Public Comment None.

Clerk/Treasurer Report Hornberg thanked the Committee for rescheduling August's Finance meeting to accommodate the election. She mentioned that staff reviews were recently held and that budget preparations were beginning. Hornberg commented that a staff member was being requested in the 2017 budget to be split between Park & Recreation and general office needs.

Review Claims and Financial Statements The Committee reviewed all claims for payment.

Consideration of Pledge Agreement with BMO Harris Bank Dawn Kulcinski/Rich Anderson motioned to approve Pledge Agreement with BMO Harris Bank. The motion carried unanimously.

Consideration of Additional 2016/2017 Election Inspectors Rich Anderson/Dawn Kulcinski motioned to approve the additional 2016-2017 Election Inspectors as presented. The motion carried with Anderson and Kulcinski in favor, Jorstad abstained.

Consideration of Licenses Rich Anderson/Dawn Kulcinski motioned to recommend approval of Temporary Class "B" license for American Legion Kornfest to be held on August 19-21, 2016 at Halfway Creek Park, 419 1<sup>st</sup> Avenue West. Trustee Kulcinski asked Mark Taylor to be sure paperwork for the event was turned in sooner in the future; she remarked that staff should not have to pursue them each year. The motion carried unanimously.

Trustee Jorstad expressed concern that the manager in charge of the Kornfest event has had his Operator's License request denied by the Chief of Police. Testimony was heard from Mark B. Taylor regarding the denial of his license request; he apologized for his omissions and stated that he completed the application as he had in the past so was unaware his omissions would be a problem. Jorstad commented that he appreciated Taylor's appearance today and explained that the new Chief, along with the Committee, have implemented a standard policy to address errors and omissions on application requests to implement a 90-day waiting period before re-application is allowed. Trustee Kulcinski stated that the questions answered in error on the form were simple questions that should have been easily answered correctly. She inquired if the denial of Taylor's license would have a negative impact on Kornfest. Administrator Heinig stated that it wouldn't be ideal to have the person in charge of the event unable to participate in the managing of the alcohol monitoring at the event. Clerk/Treasurer Hornberg assured the Committee that although not ideal, the event did currently have a few acceptable operators that, in addition to the bar manager covering the outdoor areas, the event could occur without Taylor obtaining a license. Taylor stated that he needed his bar manager inside the bar and that it would be very important that he be able to assist in the alcohol monitoring in the tents. Rich Anderson/Dawn Kulcinski 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. The motion carried unanimously.

Rich Anderson/Doug Jorstad motioned to recommend approval of 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 Anderson and Jorstad in favor, Kulcinski abstained.

Dawn Kulcinski/Rich Anderson motioned to recommend approval of 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.

Administrator's Report Heinig reviewed the many planning and economic developments in the community. He remarked that progress has been made on an acceptable boundary agreement with the Town of Holland which had been previously delayed due to Fire Department negotiations. Heinig noted that President Proctor recently accepted an award on behalf of the La Crosse County Convention and Visitor's Bureau for the new Explore La Crosse organization. He remarked that the Holmen Drive projects were progressing well and that the water rate case has been approved by the PSC. He commented that he and Hornberg had invested quite a bit of time recently to go through the bond rating process, and complimented Hornberg on her assistance; through this process the Village has maintained their AA- rating which will be beneficial during the sale of the bonds on Thursday.

Consideration of Resolutions Dawn Kulcinski/Rich Anderson 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.

Rich Anderson/Dawn Kulcinski motioned to approve Resolution 15-2016, Adopting and Implementing New Water Utility Rates under PSC Docket 2590-WR-104. The motion carried unanimously.

Other Trustee Anderson thanked Heinig and Hornberg for all of their work on bond preparation.

Trustee Kulcinski complimented the entire staff for the storm damage response. She remarked that the office staff was amazing; remaining calm, pleasant and informative.

Clerk/Treasurer Hornberg inquired as to moving the November Finance meeting date from Tuesday the 8<sup>th</sup> to Wednesday the 9<sup>th</sup> to accommodate the General Election.

Trustee Jorstad noted that it was great to see how well the Holmen community came together with cleanup efforts in the wake of Thursday's big storm.

Adjourn Dawn Kulcinski/Rich Anderson motioned to adjourn. The motion carried unanimously. The meeting adjourned at 5:44 pm.

Minutes by Angela Hornberg, Village Clerk/Treasurer