

Meeting Minutes
Village of Holmen Finance and Personnel Committee
May 12, 2015

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, May 12, 2015, 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 Nancy Proctor, Scott Heinig and Angie Hornberg.

Approval of Minutes Rich Anderson/Dawn Kulcinski motioned to approve the minutes of the April 7, 2015, meeting. The motion carried unanimously.

Public Comment None.

Clerk/Treasurer Report Hornberg stated that Open Book was held on May 5th and that the Board of Review would be held on June 2nd. She remarked that the auditors would be presenting the 2014 audit report this week at the Board meeting and updated the Committee on final reserve figures from 2014. Hornberg commented that the annual payment for the transmission line has been received and also that notice was received that the 2015 Recycling Grant would be in line with the anticipated amount. She noted that annual license renewals will be brought before the committee in June.

Review Claims and Financial Statements The Committee thoroughly reviewed all claims for payment and financial statements to date.

Consideration of Licenses Rich Anderson/Dawn Kulcinski motioned to recommend approval of Temporary Class "B" license for West Salem/Bangor Wrestling Club for Junction Days to be held on May 22-24, 2015 at Deer Wood Park. The motion carried unanimously.

Administrator's Report Heinig remarked on the many planning and economic development discussions and progressions in the Holmen community. He commented on some staffing issues at the Holmen Fire Department as well as potential changes in the building inspector position being reviewed and possibly considered during the 2016 budget process. He mentioned that partnership with the City of Onalaska continues to grow stronger. He noted that the Holmen Police Station grand opening is scheduled for May 30th.

Closed Session At 5:35 pm, Dawn Kulcinski/Rich Anderson 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 over which the governmental body has jurisdiction or exercises responsibility. Purpose: Discussion on Extending the Administrator's Employment Agreement. The motion carried unanimously.

At 5:50 pm, Rich Anderson/Dawn Kulcinski motioned to reconvene into open session per Wisconsin State Statute 19.85(2). The motion carried unanimously.

Dawn Kulcinski/Rich Anderson motioned to recommend approval of extending the Administrator's Employment Agreement as presented. The motion carried unanimously.

Trustee Anderson commented on his surprise and disappointment with the staffing issues at the Holmen Fire Department.

Trustee Jorstad inquired of Trustee Anderson if he had heard any rummage sale complaints yet this year, Anderson stated that he had not yet at this time.

Adjourn Dawn Kulcinski/Rich Anderson motioned to adjourn. The motion carried unanimously. The meeting adjourned at 6:00 pm.

Minutes by Angela Hornberg, Village Clerk/Treasurer