

**Village of Holmen
Board Proceedings
August 11, 2011**

President Proctor called the Holmen Village Board meeting to order at 7:00 p.m. on August 11, 2011 at the Holmen Village Hall.

Present: Nancy Proctor, Neal Forde, Dan Moser, Dawn Kulcinski and Tony Horvath. Ryan Olson and Michael Dunham were excused. Also present were Department Heads Brogan and Spanel, Chief McHugh, Angie Hornberg, Andrew Bremer, Chuck Spiker, Marilyn Pedretti, Kevin Nesseth, John Oliver, Jayne Oliver and Jo Anne Killeen.

Minutes

Dan Moser/Neal Forde motioned to approve the minutes of the July 14, 2011 meeting as presented. The motion carried unanimously.

Planning Commission

Neal Forde/Dawn Kulcinski motioned to approve amendments to the Seven Bridges TIF District Master Plan. Andrew Bremer from MSA presented the master plan, pointing out the distinction between standards and recommendations. Trustee Horvath expressed his concern with the standards in the master plan being too cumbersome for a smaller business, he inquired of Mr. Bremer the cost expectations of a business to keep within the standards as presented. Trustee Forde mentioned the majority of development anticipated would be buildings that would built and then rented; he felt it was important for the development to have similar design standards. Trustee Horvath inquired as to the possibility of exceptions to standards on a case by case basis, Mr. Bremer stated there was a waiver that could be obtained if the Village desired to grant one. Trustee Proctor mentioned that current prospects did not feel there were any concerns with the currently adopted master plan which included these same standards. The motion carried with Proctor, Forde, Moser and Kulcinski for, Horvath against.

Neal Forde/Dawn Kulcinski motioned to approve amendments to Chapter 195 zoning. Mr. Bremer pointed out specific changes to the zoning to correspond with the TIF master plan. The motion carried unanimously.

Tony Horvath/Dan Moser motioned to approve a conditional use permit for small engine repair service on 304 State Street. The motion carried unanimously.

Tony Horvath/Neal Forde motioned to approve a conditional use permit for resident dwelling on the ground floor at 504 S. Main St. The motion carried unanimously.

Dawn Kulcinski/Neal Forde motioned to approve amendments to Chapter 90, Land Division. These changes were made to help implement TIF design standards. The motion carried unanimously.

Economic Development

Tony Horvath/Dan Moser motioned to approve building and site plans for Lot 7 of Holmen Business Park. Public Works Director Spanel confirmed that the plans had been adjusted to meet his expectations. The motion carried unanimously.

Andrew Bremer from MSA presented the Village TIF District and Developer Incentives Policy Manual.

Finance and Personnel Committee

Neal Forde/Tony Horvath motioned to recommend payment of the claims as presented for a total amount of \$416,721.87. The motion carried unanimously.

Neal Forde/Dan Moser motioned to approve Operator License for Elmer R. Blashaski. The motion carried unanimously.

Neal Forde/Dan Moser motioned to approve Operator License for Jeremy D. Suhr – Hog Wild Bar. The motion carried unanimously.

Neal Forde/Tony Horvath motioned to approve Temporary class “B” license for Holmen American Legion for Kornfest to be held August 19-21, 2011. The motion carried unanimously.

Neal Forde/Dan Moser motioned to approve additional service from MSA in Administrator/Clerk search and selection process under the Administrator Assistance Services Contract. The motion carried unanimously.

Neal Forde/Dan Moser motioned to approve additional service from MSA on organizational and compensation study of Village staff under the Administrator Assistance Services Contract. The motion carried unanimously.

Neal Forde/Dan Moser motioned to approve Resolution #16.11 opposing AB182. The motion carried with Proctor, Forde, Moser and Kulcinski for, Horvath against.

At 8:36 p.m., Nancy Proctor/Dan Moser motioned to convene into closed session by the authority of WI State Statute 19.85(1)(c) Update on status of Village Administrator/Clerk candidates and Non Represented employee compensation discussion per WRS contribution requirements. The motion carried unanimously following a voice vote.

At 8:48 p.m., Dan Moser/Dawn Kulcinski motioned to reconvene into open session by the authority of §19.85(2). The motion carried unanimously following a voice vote.

Neal Forde/Dan Moser motioned to approve to compensate Non Represented employees with a one-time make up payment in line with the budgeted WRS contributions for 2011. The motion carried unanimously.

Park, Recreation and Library Committee

Neal Forde/Dan Moser motioned to approve Halfway Creek park reservation by HACCA for “Holmen’s Hometown Christmas” event. The motion carried unanimously.

Law Enforcement Committee

August law enforcement was not held due to lack of a quorum.

Public Works Committee

Neal Forde/Dawn Kulcinski motioned to award the TIF #2 Utility Extension #2 Design Contract to Berg Enterprises in the amount of \$4,200.00. The motion carried unanimously.

Neal Forde/Dawn Kulcinski motioned to approve Resolution #14.11 to accept W. Ponderosa Drive improvements. The motion carried unanimously.

Neal Forde/Dawn Kulcinski motioned to accept proposal from Kish and Sons Electric for Reservoir #4 transducer and circuit board in the amount of \$2,500.00. The motion carried unanimously.

Municipal Court Update

Chief McHugh reported that Municipal Court had approved the 2012 budget with a 0% increase for operating costs; salaries have not yet been addressed as these are set by the City of Onalaska.

Fire Board Report

The next Fire Board meeting will be held August 25, 2011.

Shared Ride Committee

Dawn Kulcinski reported that ridership had decreased in June 2011 by 74 rides (from 1236 to 1162) than in 2010. She reported an anticipated increase in cost of \$.25 per ride in 2012.

County Supervisor's Report

Chuck Spiker reported that the new County Board Chair is Tara Johnson.

Other Items before the Board

President Proctor informed the Board of the Holmen School Districts request to have the Village Board involved in the CAPX2020 route issue. Nancy will request that CAPX2020 attend a future board meeting to give a presentation.

Attorney Peterson updated the Board on the status of issues at the Mike Connor and Elaine Fossum properties.

Neal Forde/Dawn Kulcinski motioned to approve Temporary Class "B" license for Holmen Viking Wrestling Club for Kornfest Softball Tournament to be held August 19-21, 2011 at Deerwood Park. The motion carried unanimously.

Trustee Moser expressed his desire for the TIF Master plan to be more small business friendly, expectations shouldn't have to meet the look of a bigger city development.

Trustee Horvath expressed a desire to implement a Holmen web page dedicated to Economic Development; he will be working on some ideas to be presented at the August Economic Development committee meeting.

Tony Horvath/Dawn Kulcinski motioned to adjourn. The motion carried unanimously. The meeting adjourned at 9:45 p.m.

Angela A. Hornberg, Village Treasurer/Deputy Clerk