

**Village of Holmen  
Board Proceedings  
February 9, 2017**

President Proctor called the Holmen Village Board meeting to order at 7:00 pm on February 9, 2017, at the Holmen Village Hall.

Board members present: Nancy Proctor, Steve Johnston, Dawn Kulcinski, Rich Anderson, Chuck Olson, Bill Ebner and Doug Jorstad. Also present were Administrator Heinig, Public Works Director Olson, Park & Recreation Director Brogan, Police Chief Collins, Clerk/Treasurer Hornberg, Attorney Brian Weber and Pat McKnight.

**Public Comment**

None.

**Minutes**

Bill Ebner/Dawn Kulcinski motioned to approve the minutes of the January 12, 2017, Board meeting as presented. The motion carried unanimously.

**Planning Commission**

No meeting was held.

**Park, Recreation and Library Committee**

Bill Ebner/Rich Anderson motioned to consider Park & Recreation action items without Committee recommendation. The motion carried unanimously.

Chuck Olson/Steve Johnston motioned to approve purchase of welder from Mississippi Welders Supply Company in the amount of \$3,997.69. The motion carried unanimously.

Chuck Olson/Bill Ebner motioned to approve purchase of skid sprayer from Northern Tool & Equipment in the amount of \$2,999.00 plus shipping. The motion carried unanimously.

Chuck Olson/Rich Anderson motioned to approve 2017 facilities fertilization and weed control contract with Turf Maintenance in an amount of \$28,083.85. The motion carried unanimously.

**Law Enforcement Committee**

Steve Johnston/Bill Ebner motioned to approve new squad equipment and installation from Brandon Communications in the amount of \$8,420.10. The motion carried unanimously.

**Public Works Committee**

Rich Anderson/Doug Jorstad motioned to approve Legion Street West construction contract with Gerke Excavation in the amount of \$215,812.32. The motion carried unanimously.

Rich Anderson/Doug Jorstad motioned to approve purchase of hearing protection/communication system from Sonetics in the amount of \$4,769.00. The motion carried unanimously.

Rich Anderson/Bill Ebner motioned to approve purchase of International plow truck from DeBauche Trucking in the amount of \$131,225.00. 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 \$3,291,860.52. The motion carried unanimously.

Doug Jorstad/Rich Anderson motioned to approve Operators' Licenses for Olivia Sletteland and Shelbi Noffke – Festival Foods, Jeanne K. Gamoke – Holmen American Legion and Richard R. Cantu – Smokey's Bar & Grill. The motion carried unanimously.

Trustee Johnston recused himself to the audience for the marketing discussion. Administrator Heinig identified the need for a marketing strategy for TIF 2 as well as Holmen. He stated that recently many strides have been made to promote TIF 2, such as obtaining gold shovel certification, installing utilities to the area and entering an agreement for an option to purchase land in TIF 2. Heinig feels the message has been shared with local communities but there is a need for a strategy to bring Holmen's vision to outside communities; a marketing video would highlight all that Holmen has to offer. Trustee Olson remarked that this marketing video is a great idea and would go far to market Holmen in general; but he feels it is very important that we go further in our quest to promote TIF 2. Olson commented that he is frustrated in regards to TIF 2 and feels we have not done a good job getting the message out about the availability of land in that area. He feels we need to prepare a proposal for street designs and potential sites; rather than only providing an aerial of available land. Olson encouraged the Board and staff to think of some creative ways to promote the TIF 2 area and promote progress in the area. Dawn Kulcinski/Chuck Olson motioned to approve proposal for marketing investments with News 8 WKBT-TV in an amount not to exceed \$4,500.00. The motion carried with Proctor, Olson, Anderson, Jorstad, Kulcinski, Ebner in favor; Johnston abstained.

#### **Shared Ride Committee**

Trustee Kulcinski reported that ridership decreased by 252 (from 1289 to 1037 from December 2015 to December 2016). The Board discussed the declining use of the program which Kulcinski attributed in part to an aging user base, as well as the local clinics no longer offering vouchers for Shared Ride service use. Director Brogan suggested placing information in the Park & Recreation brochures to promote a new user group to the program. Kulcinski also suggested placing the Shared Ride information on the Village Facebook or web page.

#### **Municipal Court Update**

No meeting was held.

#### **Fire Board Report**

Trustee Ebner commented that union negotiations are in the final phase for a three-year contract for 2017-2019.

Trustee Olson remarked on a recent emergency where staff was able to utilize some new policies and procedures, and he is happy to report that they worked very well.

#### **County Supervisor's Report**

No information available.

#### **President's Report**

Informational items only.

#### **Other Items before the Board**

Chief Collins mentioned the Zootopia producer from L.A. heard about the Macy Dale presentation, and contacted the Department and sent a care package to Ms. Dale.

Director Brogan stated that the Holmen Community Center festival to be held in June 2017 that was approved by the Board in January has been cancelled. He mentioned that the Toolcat damaged in the December traffic accident has been repaired and is back in service.

Trustee Anderson remarked that he was in agreement with Trustee Olson that promotion of TIF 2 needs to be pursued in the near future.

President Proctor stated that fifteen concerts have been scheduled for the summer of 2017, and donation letters have been sent to potential sponsors.

Both Trustees Johnston and Jorstad mentioned that they would not be in attendance for the March Board meeting.

Bill Ebner/Doug Jorstad motioned to adjourn. The motion carried unanimously. The meeting adjourned at 7:46 pm.

Angela A. Hornberg, Village Clerk/Treasurer