

**Village of Holmen
Board Proceedings
June 8, 2017**

President Proctor called the Holmen Village Board meeting to order at 7:00 pm on June 8, 2017, at the Holmen Village Hall.

Board members present: Nancy Proctor, Doug Jorstad, Steve Johnston, Dawn Kulcinski, Rich Anderson, Chuck Olson and Bill Ebner. Also present were Administrator Heinig, Public Works Director Olson, Park & Recreation Director Brogan, Police Chief Collins, Clerk/Treasurer Hornberg, Jim Christenson, Chad and Karen McCathie, Ben Thorud, Patrick Barlow and Pat McKnight.

Public Comment

Patrick Barlow complimented the Park & Recreation Department for all of the many great programs available for residents; he appreciates all their efforts. He asked that the trees in Remington be reviewed as some are impeding view of stop signs in the area.

Minutes

Rich Anderson/Steve Johnston motioned to approve the minutes of the May 11, 2017, Board meeting as presented. The motion carried unanimously.

Steve Johnston/Doug Jorstad motioned to approve the minutes of the May 25, 2017, Special Board meeting as presented. The motion carried unanimously.

Planning Commission

Bill Ebner/Doug Jorstad motioned to approve petition from S&J Properties (Jim Christenson) to rezone 29.39 acres off Old 93 from A (Agricultural District) to R-1 (Single-Family Residential District). The motion carried unanimously.

Chuck Olson/Dawn Kulcinski motioned to approve proposed Preliminary Plat of Seven Bridges, developed under conditions as listed in Planning Commission May 30, 2017, minutes. The motion carried unanimously.

Trustee Olson recused himself from the meeting.

Rich Anderson/Dawn Kulcinski motioned to approve petition from Ben Thorud to rezone 89.86 acres off Hwy. 35 from B-2 (General Business District) and A (Agriculture) to R-1 (Single-Family Residential District) and R-5 (Multi-Family Residential District) and R-6 (Duplex/Twindo Residential District) and B-2 (General Business District) mixed in accordance to the proposed McGilvray Park Preliminary Plat. The motioned carried with Anderson, Ebner, Proctor, Jorstad, Kulcinski and Johnston in favor; Olson not present.

Bill Ebner/Steve Johnston motioned to approve proposed Preliminary Plat of McGilvray Park, density changes and road stipulations as included in Planning Commission May 30, 2017, minutes to be included in the proposed final plat. The motioned carried with Anderson, Ebner, Proctor, Jorstad, Kulcinski and Johnston in favor; Olson not present.

Trustee Olson returns to the meeting.

Bill Ebner/Rich Anderson motioned to approve proposed Final Plat of Mossy Oak Townhomes as presented. The motion carried unanimously.

Park, Recreation and Library Committee

Bill Ebner/Steve Johnston motioned to approve Halfway Creek Park reservation and concert on June 10, 2017, by Syklus Sport LLC for the Tour de Coulee Bike Races. Director Brogan remarked that this is a County-wide bike event with approximately 200 attendees, including music and a meal to be held in the park upon the completion of the race; the event should conclude around 5:00 pm. Alcohol permit for the event was unable to be requested for approval due to lack of sponsor. The motion carried unanimously.

Law Enforcement Committee

Steve Johnston/Dawn Kulcinski motioned to approve purchase of Cellebrite Forensic System software, in the amount of \$10,584.00 which will be reimbursed in full by a grant for both the software as well as training for two officers with an additional cost of \$7,835.00. The motion carried unanimously.

Public Works Committee

Rich Anderson/Bill Ebner motioned to approve Resolution 5-2017 – Accepting the Public Improvements of Cole Addition Three. The motioned carried with Anderson, Ebner, Proctor, Jorstad, Kulcinski and Johnston in favor; Olson abstained.

Rich Anderson/Chuck Olson motioned to approve contract with Chad Viner for Pinecrest utility extension in the amount of \$30,307.14. The motion carried unanimously.

Rich Anderson/Steve Johnston motioned to approve change orders for Holmen Drive construction with Chippewa Concrete with a total amount of \$11,092.50. The motion carried unanimously.

Rich Anderson/Steve Johnston motioned to approve Resolution 6-2017 – Compliance Maintenance Resolution. Anderson pointed out that once again the WWTP has received straight A scoring on the review. The motion carried unanimously.

Rich Anderson/Chuck Olson motioned to approve change order for Sunset Drive design with Cedar Corporation in the amount of \$3,500.00. The motion carried unanimously.

Rich Anderson/Steve Johnston motioned to approve asbestos abatement agreement for 1112 Main Street S. with Immediate Response Abatement for the amount of \$2,680.00. 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 \$1,784,145.40. The motion carried unanimously.

Doug Jorstad/Bill Ebner motioned to approve 2017/2018 Class B Retail Combination Licenses, Class A Retail Combination Licenses, “Class B” Retail Liquor – Wine Only License, Class “A” Retail Fermented Malt License, Class “B” Retail Beer License/“Class C” Wine License, Class “B” Retail Beer Licenses as presented. The motioned carried with Anderson, Ebner, Proctor, Jorstad, Olson and Johnston in favor; Kulcinski abstained.

Doug Jorstad/Dawn Kulcinski motioned to approve 2017/2018 Operator’s License as presented for Andy’s Main Street Auto. The motion carried unanimously.

Doug Jorstad/Rich Anderson motioned to approve of 2017/2018 Operators’ Licenses as presented for Features II, including new applicant Morgan L. Van Cleave. The motion carried unanimously.

Doug Jorstad/Dawn Kulcinski motioned to approve 2017/2018 Operators' Licenses as presented for Festival Foods, including new applicant Michelle M. McClellan, and excluding applicant Craig W. Hardie, as denied with a 60-day waiting period before re-application can occur. The motion carried unanimously.

Doug Jorstad/Bill Ebner motioned to approve 2017/2018 Operators' Licenses as presented for Get-N-Go, LLC, including new applicants Satwinder Kaur and Leland R. Lewton, and excluding applicant Ashley L. Hove, as denied with a 60-day waiting period before re-application can occur. The motion carried unanimously.

Doug Jorstad/Rich Anderson motioned to approve 2017/2018 Operators' Licenses as presented for Holmen American Legion, including new applicant Vannessa A. Stark. The motion carried unanimously.

Doug Jorstad/Steve Johnston motioned to approve 2017/2018 Operators' Licenses as presented for Holmen Locker & Meat Market. The motion carried unanimously.

Doug Jorstad/Rich Anderson motioned to approve 2017/2018 Operators' Licenses as presented for Jacqlons. The motion carried unanimously.

Doug Jorstad/Bill Ebner motioned to approve 2017/2018 Operators' Licenses as presented for Kwik Trip, including new applicant Amanda L. Degenhardt. The motioned carried with Anderson, Ebner, Proctor, Jorstad, Olson and Johnston in favor; Kulcinski abstained.

Doug Jorstad/Rich Anderson motioned to approve 2017/2018 Operators' Licenses as presented for Pizza Corral, excluding applicant Michael Kazemba, as denied with a 60-day waiting period before re-application can occur. The motion carried unanimously.

Doug Jorstad/Chuck Olson motioned to approve 2017/2018 Operators' Licenses as presented for Smokey's Bar & Grill, including new applicant Abigail M. Miller, Ashley K. Oldenburg and Dana L. Reiman. The motioned carried with Anderson, Ebner, Proctor, Jorstad, Olson and Johnston in favor; Kulcinski abstained.

Doug Jorstad/Rich Anderson motioned to approve 2017/2018 Operators' Licenses as presented for Wine Sitter Brew House. The motion carried unanimously.

Doug Jorstad/Bill Ebner motioned to approve 2017/2018 Operators' Licenses as presented for T-Jo's Pizza. The motion carried unanimously.

Doug Jorstad/Dawn Kulcinski motioned to approve 2017/2018 Non-Alcoholic Licenses, Cigarette & Tobacco Licenses, Video/Coin Operated/Amusement Machine Licenses, Junk/Salvage Yard Licenses, Pawn Broker Licenses and Septage Licenses as presented. The motion carried unanimously.

Shared Ride Committee

Trustee Kulcinski reported that ridership decreased by 180 (from 1196 to 1016 from April 2016 to April 2017).

Municipal Court Update

Administrator Heinig remarked that the next meeting will be held in July.

Fire Board Report

Trustee Ebner commented that the Holmen Area Fire Department had 93 calls in April; 65 were for Village of Holmen, 12 for Town of Onalaska and 16 for Town of Holland.

Trustee Olson handed out a financial update for the Holmen Area Fire District to the Village Board members; he asked that all members take the time to review the report and remarked that he would be happy to answer questions regarding the report.

Chief Menches gave a short presentation about the fire protection program and its mission, core functions, support components and specific programs implemented to meet those goals. He remarked that beginning in 2018, the Holmen Area Fire Department budget will clearly show the allocation of the 2% fire dues and their use for fleet replacements. He mentioned that the Department plans to hire a new member in the fall.

County Supervisor's Report

County Supervisor Barlow commented on the many updates to the entrance and industrial park in front of the County solid waste site.

President's Report

Informational items only.

Other Items before the Board

Chief Collins remarked that a conditional offer has been made to hire Tyler Franks, an officer with over four years' experience with the Tomah Police Department. He also mentioned that the new speed sign has arrived and Paul Servais from the Parks Department is working to mount the sign on a trailer for the Department.

Director Olson mentioned that the Holmen Drive construction project is making progress daily, but is slightly delayed due to weather; he mentioned that West Legion Street construction was to begin next week.

Director Brogan commented that grinding for the Deerwood Park trail reconstruction has begun.

Trustee Olson asked that crosswalks on Second Avenue E. and Wall Street be addressed as soon as street painting begins again. Director Olson commented that painting will resume next week.

Trustee Jorstad remarked that he agrees with Supervisor Barlow, that there is a need to evaluate intersections for vision obstructions. He complimented the new street signs, and thanked Administrator Heinig and Director Olson for recognizing the need for the larger printed signs.

Trustee Kulcinski pointed out some areas of the Holmen Drive construction which are problematic; she complimented the Parks Department on the well-cared for shelters.

Administrator Heinig stated that as a board and community, we have accomplished a lot in the last month; he appreciates the support, nice job and good work.

President Proctor stated that the first Concert in the Park was held recently and attendees were approximately two hundred; she said the concert went well and they have a great schedule planned for the summer. She also mentioned the Rotary Club and Lioness Club community garden that has been erected in order to provide food for the hungry; it is a very good venture and she is very proud of the results.

Bill Ebner/Doug Jorstad motioned to adjourn. The motion carried unanimously. The meeting adjourned at 8:11 pm.

Angela A. Hornberg, Village Clerk/Treasurer