

Meeting Minutes
Village of Holmen Finance and Personnel Committee
February 7, 2017

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, February 7, 2017, 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 Steve Johnston, Scott Heinig and Angie Hornberg.

Approval of Minutes Rich Anderson/Dawn Kulcinski motioned to approve the minutes of the January 10, 2017, meeting. The motion carried unanimously.

Public Comment None.

Clerk/Treasurer Report Hornberg reported to the Committee that the 2017A bond sale for the refinance of the 2009 bonds wrapped up this week. She remarked that it was nice to see the savings that the taxpayers will receive from this refunding, almost \$190,000 over 12 years. Tax collections are wrapping up this week, settlement checks may be in the February Board payable report if the County has a chance to reconcile before then. She commented that annual payroll reports had been recently completed, and that she is now preparing for the upcoming audit and insurance renewals in March. She mentioned that the Spring Primary Election would be held on February 21st; low voter turnout is anticipated.

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

Consideration of Licenses Dawn Kulcinski/Rich Anderson motioned to recommend approval of 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.

Administrator's Report Heinig updated the Committee on recent continuing planning and economic developments in the community. He remarked that a public hearing for the boundary agreement with the Town of Holland will be held on February 27th, and all are encouraged to attend. He stated that the month of March will see the start of many projects in the Village, including Holmen Drive and many new developments. Heinig predicts the Village will look very different by the end of 2017. He outlined the bid schedule and final public information meeting that will be held for the Holmen Drive reconstruction project.

Consideration of Marketing Investment Dawn Kulcinski/Rich Anderson motioned to recommend approval of marketing investments to promote TIF 2 industrial sites with News 8 WKBT-TV in an amount not to exceed \$4,500. Trustee Jorstad asked how the video would be marketed. Johnston commented that a link would be provided for use by Village staff and Board members; the marketing of the video would be an additional step the Village would need to take. The motion carried unanimously.

Other Steve Johnston thanked the Committee for their consideration of the marketing proposal he presented on behalf of WKBT-TV; he assured them they would receive a video that would have a value of 2-3 times the budget for the project. Trustee Johnston inquired as to the time frame of the video;

Heinig indicated that would be determined based on weather as well as construction considerations during 2017.

Trustee Anderson commented that he was very pleased with how well things were going in the Village.

Trustee Jorstad mentioned that he will not be in attendance for the March meetings, and remarked that investing in a marketing video is a great idea.

Adjourn Dawn Kulcinski/Rich Anderson motioned to adjourn. The motion carried unanimously. The meeting adjourned at 5:45 pm.

Minutes by Angela Hornberg, Village Clerk/Treasurer