

**Meeting Minutes**  
**Village of Holmen Finance and Personnel Committee**  
**May 7, 2019**

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, May 7, 2019, in the Village Board Room.

Committee Chairman 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 Scott Heinig and Angie Hornberg.

Approval of Minutes Dawn Kulcinski/Rich Anderson motioned to approve the minutes of the April 9, 2019 meeting. The motion carried unanimously.

Public Comment None.

Clerk/Treasurer Report Hornberg remarked that the auditors would be presenting the 2018 audit report this week at the Board meeting. Hornberg commented that the annual room tax reports, State Expenditure Restraint Program, as well as the annual recycling report were filed; the 2018 figures supported the recycling grant funds as received. She noted that annual license renewals will be brought before the Committee in June and insurance renewal figures should be available soon. She mentioned that the Board of Review adjournment meeting will be held on May 28 at 6:00 pm.

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

Consideration of Licenses Dawn Kulcinski/Rich Anderson motioned to recommend approval of Operator's License for Miranda J. Alexander – Festival Foods. The motion carried unanimously.

Rich Anderson/Doug Jorstad motioned to recommend approval of Operator's License for Tracy L. DeGrandchamp – Smokey's Bar & Grill. The motion carried with Jorstad and Anderson in favor; Kulcinski abstained.

Dawn Kulcinski/Rich Anderson motioned to recommend denial of Operator's License for Tammy Kalina – Holmen American Legion, with a five-year waiting period from application date before re-application of Operator's License can occur. The motion carried unanimously.

Administrator's Report Heinig updated the Committee on annexation petitions that will be reviewed in May and June, as well as development plans for additional phases of current areas in the Village. He mentioned there has been quite a lot of additional interest for usable commercial space for numerous businesses but there has been difficulty with purchasing space from current landowners. He mentioned that a WPPA union meeting will take place on May 13 to potentially negotiate another 3-year contract with the police union. Heinig reported that road construction projects have begun, as well as all other departmental spring tasks. He mentioned that there have been some difficulties with Olympic Builders during the WWTP project; OSHA compliance, as well as unspecified materials is being addressed by Village Engineer Dahl and oversight contractors S.E.H. He commented that Main and Gaarder roundabout plans are proceeding and should come before the Board as a 2020 budget request.

Adjourn Dawn Kulcinski/Rich Anderson motioned to adjourn. The motion carried unanimously. The meeting adjourned at 5:38 pm.

Minutes by Angela Hornberg, Village Clerk/Treasurer