

**Meeting Minutes**  
**Village of Holmen Finance and Personnel Committee**  
**September 10, 2019**

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, September 10, 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 Patrick Barlow, Scott Heinig and Angie Hornberg.

Approval of Minutes Rich Anderson/Dawn Kulcinski motioned to approve the minutes of the August 6, 2019 meeting. The motion carried unanimously.

Public Comment None.

Clerk/Treasurer Report Hornberg remarked that she and Administrator Heinig have been busy working out the 2020 budget numbers, and that budget drafts will be distributed on September 13<sup>th</sup> in mailboxes and by email. She stated that resident assessment letters have been recently mailed, and that the September 18 and 19 Open Book notice has been published and posted; it will be staffed by many assessors from Associated Appraisal. Hornberg commented that she recently completed the Federal Code process for the Village for future Federal funding including FEMA funds; she has also filed the new cable franchise report for new legislation that has come forward from the Wisconsin Department of Revenue. She mentioned that recent damages to the new chipper from wire placed inside the brush have been repaired with damages totaling \$3,696.01; all but the \$1,000.00 deductible was reimbursed by the Village's property insurance policy. The insurance company will decide if pursuing restitution from the homeowner is a possibility.

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

Consideration of Licenses Rich Anderson/Dawn Kulcinski motioned to recommend approval of Operator's License for Amber R. Bohnsack – HD Tavern. The motion carried unanimously.

Administrator's Report Heinig updated the Committee on recent continuing planning and economic developments in the community. He mentioned that on this month's board agenda there is approval for an engineering study to outline an improvement solution for Granum Street flooding issues to be included for implementation in the 2020 budget. Heinig stated that he will be meeting with Jake Erickson tomorrow to discuss the new Boys and Girls Club project; in conflict with original announcements, the available funding for the project will not allow for community center aspects of the project. He remarked that additional funds within the community will be needed to bring the full vision to reality. Heinig reminded the Committee that the budget meeting will be held at 6:00 pm on October 7; he commented on the ongoing budget challenges to keep up with growth while working under stringent levy limits.

Amending Chapter 108 Rich Anderson/Dawn Kulcinski motioned to recommend approval of amending Chapter 108 – Joint Municipal Court of the Code of the Village of Holmen. Heinig explained that these changes were being uniformly made to all participating jurisdictions for Joint Municipal Court and are mainly administrative. The motion carried unanimously.

Resolution to Create New Ward and District Boundaries Dawn Kulcinski/Rich Anderson motioned to recommend approval of Resolution 6-2019 – Creation of Election Wards 13 and 14. Heinig explained that these changes were made at the request of the County and State due to recent annexations. The motion carried unanimously.

Approval of Refuse and Recyclables Contract Rich Anderson/Dawn Kulcinski motioned to recommend approval of 10-year contract extension for refuse and recyclables collection with Hilltopper Refuse as presented. Heinig remarked that the existing contract had 2 years remaining but due to a strong desire by residents to have a recycling cart, this contract was revised at this time to include this service which will begin March 2020. The motion carried unanimously.

Adjourn Dawn Kulcinski/Rich Anderson motioned to adjourn. The motion carried unanimously. The meeting adjourned at 3:43 pm.

Minutes by Angela Hornberg, Village Clerk/Treasurer