

**Meeting Minutes**  
**Village of Holmen Finance and Personnel Committee**  
**November 8, 2011**

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, November 8, 2011 in the Village Board Room.

Chair Ryan Olson called the meeting to order at 6:33 p.m.

Present at the meeting: Committee members, Ryan Olson and Neal Forde and Dan Moser. Also in attendance were Nancy Proctor, Scott Heinig and Angie Hornberg.

Neal Forde/Dan Moser motioned to approve the minutes of the October 11, 2011 meeting as presented. Carried unanimously.

Neal Forde/Dan Moser motioned to approve the minutes of the October 18, 2011 meeting as presented. Carried unanimously.

Administrator/Clerk Heinig presented the monthly report and reviewed the 2012 budget. He expressed his desire to schedule a one on one meeting with each individual board member at their convenience. Administrator Heinig also presented proposed 2012 fee schedule additions and changes; these changes will be formally presented during the 2012 budget public hearing on November 28, 2011.

Claims for payments and current financial statements were reviewed.

Neal Forde/Dan Moser motioned to approve Operator's license for Jennifer Faber, Festival Foods. Carried unanimously.

Neal Forde/Ryan Olson motioned to approve Operator's license for Lauren Tucker, Festival Foods. Carried unanimously.

Ryan Olson/Dan Moser motioned to approve Operator's license for Brooke Mootz, Hog Wild Bar. Carried unanimously.

Ryan Olson/Dan Moser motioned to approve Temporary Class "B" license for Coulee Comets Snowmobile Club's "Snow's a Comin Dance" to be held on November 12, 2011. Carried unanimously.

Ryan Olson/Dan Moser motioned to approve 2012-13 election inspectors as presented. Carried unanimously.

Ryan Olson/Dan Moser motioned to approve amendments to Section 9F and Section 10 for Administrator/Clerk Heinig's employment agreement. Carried unanimously.

Neal Forde/Dan Moser motioned to approve amendment to Employee handbook Section 370 – Non Union Employee vacation and holiday policy. Carried unanimously.

Discussion on amendment to Chapter 63 of Village Ordinance to include the new Concealed Carry Law.

Dan Moser/Neal Forde motioned to adjourn. Carried unanimously. The meeting adjourned at 8:07 p.m.

Angela Hornberg, Village Treasurer/Deputy Clerk