

**Village of Holmen  
Finance and Personnel Committee  
February 9, 2010**

Chairman Mark Seitz called the Holmen Finance and Personnel Committee meeting to order at 6:37 PM on February 9, 2010 at the Holmen Village Hall in Conference Room 2. All members were present. Also present was Village President Proctor, Brad Bryan (6:45 PM) and Mary Willett.

Neal Forde motioned/Chris Schmid seconded the motion to approve the minutes of the January 12<sup>th</sup> & 26<sup>th</sup>, 2010 minutes as presented. The motion carried unanimously.

Mary Willett presented her first Administrator's Report to the Committee which detailed the meetings attended in the past month, the tours with the Public Works Director and Parks and Recreation Director, the training for Chief Election Inspection, the public test for the upcoming election and the creation of six new wards within the Village of Holmen, the current research underway, the new meeting agenda format, the coordination now in progress for creating training sessions for the Planning Commission, the Zoning Board of Appeals and the Police and Fire Commission. Additionally Ms. Willett reported she would be attending the Winter Convention of the Wisconsin City/County Manager's Association in Wausau on March 3-5, 2010 in Wausau.

Following a formal review of the claims for payment, Mark Seitz motioned/ Chris Schmid seconded the motion to recommend the payment of the claims for payment as presented to the Village of Holmen Board for the total amount of \$943,082.18. The motion carried with no dissenting vote.

Neal Forde motioned/ Chris Schmid seconded a motion to recommend to the Village Board, the approval of an operator license for Laurie L. Buchner. The motion carried unanimously.

Neal Forde motioned/ Chris Schmid seconded a motion to recommend to the Village Board, the approval of a temporary Class "B" License for the Holmen Area Fire Department for the annual dance to be held March 20, 2010. The motion carried unanimously.

Chris Schmid motioned/Neal Forde seconded a motion to recommend to the Village Board, the approval of a Class A Liquor License to The Winesitter Brewhouse, LLC, dba The Winesitters. The motion carried unanimously.

Mary Willett presented some sample operator license applications to the Committee. Police Chief Mike McHugh and MS. Willett will be researching the possibility of bringing forward a new operator license application which would require background checks. The item was informational only.

At 7:15 PM, Chris Schmid motioned/ Neal Forde seconded the motion to convene into closed session per WI § 19.95(1) (e) Competitive or Bargaining Reasons. The motion carried unanimously on a voice vote.

At 8:10 PM, Neal Forde motioned/ Chris Schmid seconded the motion to reconvene into open session per WI § 19.95(2). The motion carried unanimously on a voice vote.

At 8:11 PM, Chris Schmid motioned and Neal Forde seconded the motion to adjourn the meeting. The motion carried.

Mary M. Willett  
Village Clerk