

Meeting Minutes
Village of Holmen Finance and Personnel Committee
February 11, 2014

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, February 11, 2014, in the Village Board Room.

Chair Ryan Olson called the meeting to order at 6:30 p.m.

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

Approval of Minutes Neal Forde/Doug Jorstad motioned to approve the minutes of the January 7, 2014, meeting. The motion carried unanimously.

Public Comment None.

Clerk/Treasurer Report Hornberg stated to the Committee that the tax season had wrapped up last week and were settled with the County today. She commented that annual reports had been recently completed and that she was now preparing for the upcoming audit in March. She mentioned that a refuse information letter was sent by the Village to all residents near the end of January in preparation of the new collection system which begins in 2015.

Review Claims and Financial Statements The Committee thoroughly reviewed all claims for payment and financial statements to date.

Consideration of Licenses Ryan Olson/Doug Jorstad motioned to recommend approval of Operator License for Logan J. Massman – Festival Foods. The motion carried unanimously.

Doug Jorstad/Neal Forde motioned to recommend approval of Temporary Class “B” license for Holmen Area Fire Department Holmen Area Firefighter dance to be held on March 29, 2014 at the fire station. The motion carried unanimously.

Administrator’s Report Administrator Heinig updated the Committee on recent and ongoing economic development discussions within the Village. He answered questions on the bidding process of Viking Tool which is on tonight’s agenda for approval for the purchase of the property. He mentioned that Town of Holland boundary agreement discussions as well as City of Onalaska sewer line discussions were proceeding well. He stated that the Town of Onalaska hearing is scheduled for February 19, 2014

Consideration on official purchase of the Viking Tool Property Ryan Olson/Doug Jorstad motioned to recommend approval on official purchase of the Viking Tool Property including delinquent real estate taxes, fees and special assessments. The motion carried unanimously.

Consideration of Microsoft Server license renewals Neal Forde/Ryan Olson motioned to recommend approval of Microsoft Server license renewals. The motion carried unanimously.

Other Trustee Olson complimented Administrator Heinig for inviting Board Trustees candidates to the February 13th MSA presentation of preliminary police station designs.

Adjourn Doug Jorstad/Neal Forde motioned to adjourn. The motion carried unanimously. The meeting adjourned at 7:17 p.m.

Minutes by Angela Hornberg, Village Clerk/Treasurer