

**Village of Holmen
Board Proceedings
February 11, 2016**

President Proctor called the Holmen Village Board meeting to order at 7:00 pm on February 11, 2016, at the Holmen Village Hall.

Board members present: Nancy Proctor, Steve Johnston, Rich Anderson, Dawn Kulcinski, Chuck Olson, Bill Ebner and Doug Jorstad. Also present were Administrator Heinig, Park & Recreation Director Brogan, Police Chief Collins, Public Works Director Olson, Clerk/Treasurer Hornberg, Attorney Brian Weber, Rick Durst, Becky Lasee, Patrick Barlow, Dick Barbour, Mike Rivers, Alexis Meyer and Pat McKnight.

Public Comment

None.

Minutes

Dawn Kulcinski/Chuck Olson motioned to approve the minutes of the January 14, 2016, Board meeting as presented. The motion carried unanimously.

Planning Commission

Rich Anderson/Dawn Kulcinski motioned to approve Resolution #3-2016 – Acceptance of a CSM Merging two lots on McCabe Court. The motion carried unanimously.

Dawn Kulcinski/Rich Anderson motioned to approve petition from Dale Brott for a PUD (Planned Unit Development) zoning overlay and SPAR (Site Plan & Architectural Review) for such PUD, utilizing the existing R-5 Zoning on property at the northern end and east side of Ryan Street. Administrator Heinig outlined the key aspects of the submitted General Development Plan (GDP), as recommended by the Planning Commission, which included two 47-unit luxury apartment complexes and 14 side-by-side townhomes. As part of the GDP, the Village required an extension of Ryan Street (a fully improved public street) and another private drive access off of Mc Hugh Road. The density of the development, the design of the buildings, the design of the roads, the site layout, the planned utilities and the storm water containment are all consistent with the Village's Comprehensive Plan and are thoroughly adequate to satisfy all emergency services' response, and safety expectations/requirements. The developer's GDP satisfied all of the requirements staff and the Planning Commission identified as essential to make an informed decision on the proposed project. The SPAR of the two 47-unit luxury apartments exceeds the Village's design and material expectations for this area. Heinig further explained other minor details of the project and outlined the overall approval process the Planning Commission followed in making their recommendation to the Village Board. Heinig stated this is an exceptional project that will add quality and value to the community. Attorney Weber also commented that he has evaluated the review and approval process and finds all items are in compliance with the Village Ordinances. The motion carried with Proctor, Ebner, Jorstad, Kulcinski, Johnston and Anderson in favor; Olson abstained.

Dawn Kulcinski/Steve Johnston motioned to approve petition from Chad McCathy and Dale Brott to amend the existing SPAR/PUD off northern Ryan Street, as previously petitioned by Todd Wright, to coincide with the SPAR (Site Plan & Architectural Review) guidelines as outlined in the PUD/SPAR petition above. Administrator Heinig outlined the key aspects of the General Development Plan (GDP), which was originally submitted to the Village Board on June 11, 2015, but at that time was directed back to the Planning Commission so that the Site Plan could be modified and reconfigured to include a required Ryan Street extension that accommodated emergency vehicles rather than the proposed private

drive, as well as eliminate the private drive site access issues that could adversely impact Mr. Durst; the Village Board also required that the resubmission address unknown questions regarding a Village-appropriate utility plan for the site. Since June 11, 2015, Todd Wright has sold the property to Chad McCathy, who has since partnered with Dale Brott to develop a cohesive GDP (in concert with the property he owns on the east side of Ryan Street) that would ensure all of the Village's requirements were met for both properties, including the development of the Ryan Street extension, and an appropriate utility plan and emergency services' needs. The original density of the Todd Wright site was permitted at twelve townhome units, but due to the required changes to the site plan, specifically the addition of the Ryan Street extension, the site can now only support ten townhomes, thus the amended site plan reflects this change. All parties that previously had asked to be notified of when the GDP was coming back to the Planning Commission and Village Board for consideration were contacted as part of this current review process (these included Mr. Durst, Mr. Fernholz and Mr. Moss). Mr. Fernholz and Mr. Moss had no concerns, while Mr. Durst spoke during the Planning Commission meeting. The SPAR for this project is consistent with and is included as part of the GDP as submitted for item above, and is consistent with the Comprehensive Plan and now addresses all previous Village Board requirements, including a Ryan Street extension that is specifically designed with the best interests of Mr. Durst in mind. As all Village Board requirements have now officially been met, staff and the Planning Commission provided a favorable recommendation to the Village Board for approval. The motion carried with Proctor, Ebner, Jorstad, Kulcinski, Johnston and Anderson in favor; Olson abstained.

Rich Anderson/Dawn Kulcinski motioned to approve the petition from Richard Barbour to rezone parcels on South Main Street from R-1 Single-family to B-2 Commercial (General Business District). The motion carried unanimously.

Doug Jorstad/Steve Johnston motioned to approve the petition from the Village of Holmen to rezone parcels in TIF #2, North of Hwy. 35 and West of Hwy. 53, from A Agricultural to LI Light Industrial. The motion carried unanimously.

Dawn Kulcinski/Bill Ebner motioned to approve extraterritorial review – CSM in Town of Onalaska off Hwy ZN. The motion carried unanimously.

County Supervisor's Report

County Supervisor Barlow updated the Board on the progression of La Crosse building projects. He also reported that the State has requested changes in the UW-Extension programs which he feels will reduce service significantly.

Shared Ride Committee

Trustee Anderson reported that ridership had decreased by 391 (from 1680 to 1289 from December 2014 to December 2015). Anderson reported that recent traffic accidents have reduced Shared Ride service once again. Administrator Heinig commented that he has reviewed historical information on the Shared Ride program and remarked that, although there has been a recent decline in ridership, overall usage for the past five years has remained fairly constant. Trustee Olson suggested that a survey be completed, perhaps by a college student, to study ridership and satisfaction in the overall program.

Park, Recreation and Library Committee

Chuck Olson/Steve Johnston motioned to approve quote from Phillips Fencing to add vinyl fencing around HVAC on the outside of the Halfway Creek Park West Shelter in the amount of \$2,276.00. The motion carried unanimously.

Chuck Olson/Rich Anderson motioned to approve quote from Five Star Concrete to expand and add concrete sidewalk to problem areas around the Halfway Creek Park West and East Shelters in the amount of \$8,094.00. The motion carried unanimously.

Chuck Olson/Steve Johnston motioned to approve special event request by Holmen American Legion on May 20, 2016, for a band in Halfway Creek Park. The motion carried unanimously.

Law Enforcement Committee

Informational items only.

Public Works Committee

Bill Ebner/Steve Johnston motioned to approve purchase of Freightliner Model 108 SD, 250 Horsepower, fully-outfitted, plow truck from River States Truck & Trailer in the amount of \$134,299.00. The motion carried unanimously.

Bill Ebner/Doug Jorstad motioned to approve purchase of brush attachment for Bobcat in the amount of \$3,985.00. Trustee Olson pointed out the invoice from Bobcat indicated the purchase description was for a broom rather than a brush attachment. Director Olson remarked that the invoice was for an entire brush attachment assembly with brush; Trustee Olson did not feel the invoice description was accurate. The motion carried with Proctor, Anderson, Ebner, Johnston, Kulcinski and Jorstad in favor; Olson opposed.

Bill Ebner/Rich Anderson motioned to approve contract for cross connection inspection services with HydroCorp in the amount of \$27,492.00. The motion carried unanimously.

Bill Ebner/Rich Anderson motioned to approve amendment to WWTP Facility Plan with MSA in the amount of \$13,750.00. Trustee Olson commented that he would support this motion but he remarked that he was disappointed in MSA in the original recommendation to the Village to regionalize before reviewing the situation with La Crosse more thoroughly. The motion carried unanimously.

Finance and Personnel Committee

Doug Jorstad/Steve Johnston motioned to recommend payment of the claims as presented for a total amount of \$646,713.84. The motion carried unanimously.

Doug Jorstad/Rich Anderson motioned to approve Temporary Class "B" License for Holmen Area Fire Department's Firefighter Dance to be held on April 2, 2016, at the Fire Station, 710 S. Main Street. The motion carried unanimously.

Dawn Kulcinski/Doug Jorstad motioned to approve Temporary Amendment to Liquor Premises for Specific Event for Holmen American Legion, Cruise Night to be held at 419 1st Ave W, Holmen, on May 20, 2016. The motion carried unanimously.

Dawn Kulcinski/Doug Jorstad motioned to approve Operators' Licenses for Hannah M. Janvrin and Shannon A. Bowen – Holmen American Legion and Mary C. Boggs – Holmen Quik Stop. The motion carried unanimously.

Trustee Jorstad asked Chief Collins to further review and report on issues with Operator's License request for Shawn M. Berg – Festival Foods.

Dawn Kulcinski/Bill Ebner motioned to approve proposal to extend current banking services with First National Bank. The motion carried unanimously.

Municipal Court Update

Administrator Heinig mentioned that the Joint Municipal Court was implementing a new state collections program for 2016 to help increase collection rates.

Fire Board Report

Trustee Ebner commented that an agreement has been worked out between the City of Onalaska and Town of Onalaska to cover town residents living south of Mason Street. The Town will be making monthly and per call payments to the City for these services. Due to this, the Town has requested an amendment to the current calculation to reduce the equalized value by those properties included in this change of coverage; this will result in a minor increase in costs for both the Town of Holland and the Village of Holmen.

President's Report

None available.

Other Items before the Board

Chief Collins remarked that retired Officer Jim Kerr's visitation and funeral services will be held on Friday and Saturday; La Crosse County Sheriff's Department will be providing a substitute deputy so that all Holmen officers can attend. He also mentioned that his Department was in the preliminary stages of starting a new program where addicts could turn in drugs and receive free, inpatient care. Collins commented that there has been a large increase of heroin use in La Crosse County, and by the second use of the drug, the person is truly unable to control the need to use again.

Trustee Johnston stated that he applauds the new Chief for participating in programs to help citizens and help reduce crime.

Clerk/Treasurer Hornberg stated that a Spring Primary Election will be held on February 16, 2016, and that voter id would be required.

Administrator Heinig reminded the Board of the Joint Planning Commission meeting for the City of Onalaska, Village of Holmen and Town of Onalaska boundary agreement on February 29, 2016.

Attorney Weber encouraged all Board members to attend the boundary agreement meeting; he noted that this was a huge accomplishment.

Closed Session

At 8:21 pm, Bill Ebner/Dawn Kulcinski motioned to convene into closed session per Wisconsin State Statute 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Purpose: Discussion of Bidding Procedures for the Library. The motion carried unanimously. Closed session commenced after a short recess at 8:23 p.m.

At 8:28 pm, Bill Ebner/Doug Jorstad motioned to reconvene into open session per Wisconsin State Statute 19.85(2). The motion carried unanimously.

Bill Ebner/Doug Jorstad motioned to adjourn. The motion carried unanimously. The meeting adjourned at 8:29 pm.

Angela A. Hornberg, Village Clerk/Treasurer