

**Village of Holmen
Board Proceedings
May 9, 2013**

President Proctor called the Holmen Village Board meeting to order at 7:00 pm on May 9, 2013, at the Holmen Village Hall.

Board members present: Nancy Proctor, Doug Jorstad, Neal Forde, Dawn Kulcinski, Mike Dunham, Rich Anderson and Ryan Olson. Also present were Administrator Heinig, Park & Recreation Assistant Director Reinhart, Police Chief McHugh, Public Works Director Olson, Clerk/Treasurer Hornberg, Attorney Alan Peterson, HABCO auditor Joe Haas, Marilyn Pedretti, John Haese, Heather Pfaff and Jean Burgess.

Public Hearing

At 7:00 pm Ryan Olson/Dawn Kulcinski motioned to open the public hearing on consideration of amending Section 195-8H, Fences and Hedges, of the Code of the Village of Holmen. The motion carried unanimously. No one spoke in favor or in opposition to the change. At 7:01 pm Ryan Olson/Rich Anderson motioned to close the public hearing. The motion carried unanimously.

Public Comment

None.

Minutes

Mike Dunham/Neal Forde motioned to approve the minutes of the April 11, 2013, Board meeting as presented. The motion carried unanimously. Ryan Olson/Dawn Kulcinski motioned to approve the minutes of the April 15, 2013, Special Board meeting as presented. The motion carried unanimously.

Planning Commission

Ryan Olson/Rich Anderson motioned to approve a conditional use permit to allow a daycare operation within the Journey Lutheran Church at 2703 Sand Lake Road. Trustee Dunham inquired if there had been a request for signage along with the permit; Administrator Heinig indicated that there had not been a request so signage would not be allowed at this time. The motion carried unanimously.

Mike Dunham/Neal Forde motioned to approve amending Section 195-8H, Fences and Hedges, of the Code of the Village of Holmen. Trustee Dunham inquired about penalties and fees for this addition to the Code. Administrator Heinig indicated that a fee would be established in the 2014 budget but for the remainder of 2013, no fee will be charged; penalties under Item 14 would be at \$200.00 per day. The motion carried unanimously.

County Supervisor's Report

County Supervisor Pedretti gave an update on the County's road construction projects, budget and sustainability plans.

Shared Ride Committee

Trustee Anderson reported that ridership had decreased by 99 rides (from 1754 to 1655) from March 2012 to March 2013. Anderson reported that the Committee is seeking grants to help fund the purchase of new vans, but grant availability is not very likely.

Park, Recreation and Library Committee

Trustee Forde updated the Board on recent lightning damage at Deer Wood Park which damaged most of the electrical system in the park. Assistant Park & Recreation Director Reinhart stated that progress is

being made daily to replace equipment and get the system working again. Trustee Forde also stated that the weather has delayed the installation of new playground equipment at Deer Wood and Halfway Creek Parks. He also stated that the Aquatic Center would be opening on June 1, 2013, and that a Touch-a-Truck community event will be held from 10:00 am-2:00 pm on May 18, 2013.

Law Enforcement Committee

Trustee Kulcinski updated the Board on the efforts to clean up residential areas in the community, and also to review parking issues at Deer Wood Park during busy evenings.

Public Works Committee

Neal Forde/Rich Anderson motioned to approve the Emergency Plan update. The motion carried unanimously.

Neal Forde/Mike Dunham motioned to approve 2013 Cross Connection Inspection contract with Wisconsin Municipal Services in the amount of \$14,750.00. The motion carried unanimously.

Neal Forde/Rich Anderson motioned to approve 2013 Hydrant Painting contract with Davies Water Services in the amount of \$4,255.00. The motion carried unanimously.

Neal Forde/Ryan Olson motioned to approve the purchase of Subsurface PL-2000 Locator from HD Supply Waterworks, LTD in the amount of \$2,900.00. The motion carried unanimously.

Finance and Personnel Committee

Ryan Olson/Neal Forde motioned to recommend payment of the claims as presented for a total amount of \$456,107.87. The motion carried unanimously.

Ryan Olson/Mike Dunham motioned to approve Operator License for Hailey J. Fisher – Festival Foods. The motion carried unanimously.

Ryan Olson/Doug Jorstad motioned to approve Annual Village Hall HVAC Preventive Maintenance Agreement with Advanced Comfort Specialists, LLC at a cost of \$2,226.46. The motion carried unanimously.

Municipal Court Update

Administrator Heinig stated that at the April meeting he was named Vice Chair and Chief McHugh was named Chief Representative for the Municipal Court Committee. The Committee is continuing to look at future ways to collect on outstanding debts.

Fire Board Report

The next meeting will be held on May 29, 2013.

Other Items before the Board

Ryan Olson/Neal Forde motioned to approve amended April 16, 2013 to April 15, 2014 Committees and Commission's assignments. The motion carried unanimously.

Joe Haas from Hawkins, Ash, Baptie & Company, LLP presented the 2012 Audit and answered questions pertaining to the audit.

Chief McHugh commented on a COPS grant the department was in the process of applying for which would potentially earn the department up to \$125,000.00 over a three-year period to assist in the cost of adding a new officer.

Trustee Dunham asked that the pool parking lot be swept prior to the pool opening.

Trustee Forde updated the Board on current library statistics.

Trustee Olson congratulated the staff on a great Audit Report for 2012. He commented on the Village's healthy reserves and very little debt which put the Village in a good position to move forward with future facility plans.

Clerk/Treasurer Hornberg commented that Board of Review will be held from 4:00-6:00 pm on May 22, 2013.

Administrator Heinig stated that he was proud of the staff and their hard work, and he mentioned the transition between seasons is proceeding well. He welcomed Trustees Anderson and Jorstad and stated a new group picture would be taken after the June Board meeting.

President Proctor mentioned the Concerts in the Park series would begin the second Sunday in June.

Ryan Olson/Neal Forde motioned to adjourn. The motion carried unanimously. The meeting adjourned at 7:47 pm.

Angela A. Hornberg, Village Clerk/Treasurer