

**Village of Holmen  
Board Proceedings  
June 14, 2018**

President Proctor called the Holmen Village Board meeting to order at 7:00 pm on June 14, 2018, at the Holmen Village Hall.

Board members present: Nancy Proctor, Doug Jorstad, Rich Anderson, Steve Johnston, Brandon Cain and Rodney Stanek. Dawn Kulcinski was excused. Also present were Amy Twitchell, Madison Twitchell, Public Works Director Mezera, Administrator Heinig, Park & Recreation Director Brogan, Village Engineer Dahl, Police Chief Collins, Clerk/Treasurer Hornberg, Attorney Brian Weber, County Supervisor Pat Barlow and Pat McKnight.

**Public Comment**

None.

**County Supervisor's Report**

Patrick Barlow updated the Board on the La Crosse County Landfill Director status, a recent landfill fire as well as inviting all to attend the June 22, 2018, annual meeting at the landfill. He also mentioned the County Executive Committee has created a memorandum of agreement for the bluff land program; several local municipalities are working together to assure appropriate usage of bluff lands in La Crosse and other neighboring counties. President Proctor mentioned that the LAPC is also working on that endeavor. Trustee Jorstad thanked Barlow for a recent donation to the Holmen Area Fire Department towards the purchase of a new ladder truck. Barlow encouraged the Board to continue to be a supportive partner in the Holmen Area Fire Department and hopes that mutual aid cooperation continues to improve.

**Minutes**

Rich Anderson/Doug Jorstad motioned to approve the minutes of the May 10, 2018, Board meeting and June 1, 2018, Special Board meeting as presented. The motion carried unanimously.

**Planning Commission**

Rich Anderson/Steve Johnston motioned to approve request for a Conditional Use Permit for renewed/continued duplex residency at 108 Long Coulee Road. Administrator Heinig reiterated that the property in question had already been used as a duplex in the past, and the owners would like to continue using it as a duplex into the future. The motion carried unanimously.

**Park, Recreation and Library Committee**

Rod Stanek/Rich Anderson motioned to approve the purchase and installation of solar screen shades for the Holmen Library from Hidden Valley Designs at a cost of \$12,870.00 from the library construction account. The motion carried unanimously.

Rich Anderson/Steve Johnston motioned to approve the purchase and installation of automatic door openers for the Holmen Library restrooms from Glass Service Center at a cost of \$6,641.84 from the library construction account. The motion carried unanimously.

**Law Enforcement Committee**

Informational items only.

**Public Works Committee**

Rich Anderson/Doug Jorstad motioned to award the contract for 2018 sewer televising to Flow Rite Pipe and Sewer Service in the amount of \$2,500.00. The motion carried unanimously.

Rich Anderson/Brandon Cain motioned to award the contract for Intersection Control Evaluation (ICE) for Main Street to MSA Professional Services in the amount of \$11,600.00. Trustee Anderson remarked that previous Director Olson had obtained funding from LAPC for the study in the amount of \$11,600.00 leaving the Village share at \$2,750.00. The motion carried unanimously.

Rich Anderson/Doug Jorstad motioned to approve Resolution #1-2018 – Compliance Maintenance & Resolution (CMAR). The motion carried unanimously.

Rich Anderson/Steve Johnston motioned to approve change order 17041-21 for Holmen Drive with Chippewa Concrete in the amount of \$2,843.20. The motion carried unanimously.

Rich Anderson/Steve Johnston motioned to approve the purchase of budgeted item, 72” zero turn mower from Tractor Central in the amount of \$9,500.00. The motion carried unanimously.

Rich Anderson/Doug Jorstad motioned to approve the purchase of budgeted item, 60” zero turn mower from Tractor Central in the amount of \$10,050.00. The motion carried unanimously.

#### **Finance and Personnel Committee**

Doug Jorstad/Steve Johnston motioned to approve payment of the claims as presented for a total amount of \$844,066.57. The motion carried unanimously.

Doug Jorstad/Rod Stanek motioned to approve 2018/2019 Class B Retail Combination Licenses; Class A Retail Combination Licenses; Class “B” Retail Liquor - Wine Only License; Class “B” Retail Beer/”Class C” Wine Licenses; Class “B” Retail Beer License. The motion carried unanimously.

Doug Jorstad/Steve Johnston motioned to approve 2018/2019 Operator’s Licenses as presented, with the exclusion of Rhaiana Arentz, who is denied with a sixty-day waiting period before reapplication can occur. The motion carried unanimously.

Doug Jorstad/Steve Johnston motioned to approve 2018/2019 Non-Alcoholic Licenses, Cigarette & Tobacco Licenses, Video/Coin Operated/Amusement Machine Licenses, Junk/Salvage Yard License, Pawn Broker License and Septage Licenses as presented. The motion carried unanimously.

Doug Jorstad/Rich Anderson motioned to approve Temporary Amendment to Liquor Premises for Specific Event for American Legion Kornfest to be held on August 17-19, 2018, at Halfway Creek Park, 419 1st Avenue West. The motion carried unanimously.

Doug Jorstad/Steve Johnston motioned to approve Temporary Class “B” License for Holmen Youth Fast Pitch (HYFP) Kornfest softball tournament to be held on August 17-19, 2018, at Deerwood Park, 500 Anderson Street. The motion carried unanimously.

#### **Shared Ride Committee**

Trustee Cain reported that ridership increased by 207 (from 1016 to 1223 from April 2017 to April 2018).

#### **Municipal Court Update**

No meeting was held.

### **Fire Board Report**

Trustee Johnston stated that at the most recent Holmen Area Fire Board meeting purchase of the Quint ladder truck for the amount of \$861,000.00 was approved 4-2 with the Town of Holland against. He remarked that the Town of Holland was not against the purchase of the truck but they have issue with not using fire department capital outlay funds or financing for the purchase. Johnston reviewed pictures of the truck that he took when he traveled to Appleton with Firefighter Cook to review the vehicle. He and Trustee Jorstad updated the Board on the request by the Town of Holland to create a Fire Board Commission, and reviewed the status of the Assistant Fire Chief hiring process. Both trustees agreed that the Department is heading in the right direction and that improvements will not only provide safety improvements for the community but encourage industrial growth as well.

### **President's Report**

Informational items only.

### **Other Items before the Board**

Administrator Heinig introduced new Village Engineer Christopher Dahl, and asked Chris to give a short update on his experience. Dahl introduced himself and thanked the Board for the opportunity and shared his excitement for his new role. Staff and Board members welcomed Chris.

Chief Collins inquired as to the best time for the replacement of July/August Law Committee meeting; it was decided that it will be held on July 31<sup>st</sup> at 5:30 pm.

Director Mezera mentioned that the Consumer Confidence Report for the Water Department was published in the last issue of the Courier.

Director Brogan mentioned that the July Park, Recreation and Library Committee meeting will be postponed until July 11<sup>th</sup>. He also commented that the Rotary decorative stone that had been located at the old Library site was moved to Deerwood Park near the open Rotary shelter.

Trustee Stanek thanked Trustees Johnston and Jorstad for their efforts with the Holmen Area Fire Department, and complimented the reconstruction of Holmen Drive.

Trustees Anderson and Cain also thanked Trustees Johnston and Jorstad.

Trustee Jorstad complimented the Clerk's Department for the well organized and efficient licensing process.

Administrator Heinig mentioned that the donor wall in the new Library was having all of the lettering replaced due to the color not being legible with lighting in the building.

Attorney Weber commented that his firm would like to make a National Night Out donation and asked Chief Collins to email him some ideas.

President Proctor remarked that Concerts in the Park was very well attended, and that the Holmen Area Business Association would be contacting Chief Collins to make a National Night Out donation.

Doug Jorstad/Steve Johnston motioned to adjourn. The motion carried unanimously. The meeting adjourned at 7:54 pm.

Angela A. Hornberg, Village Clerk/Treasurer