

**Village of Holmen
Board Proceedings
November 14, 2019**

President Barlow called the Holmen Village Board meeting to order at 7:00 pm on November 14, 2019, at the Holmen Village Hall.

Board members present: Patrick Barlow, Doug Jorstad, Rich Anderson, Rod Stanek, Micah Wyss, Dawn Kulcinski and Brandon Cain. Also present were Donna Stanek, Rick Beyer, Jim Christianson, Public Works Director Mezera, Administrator Heinig, Park & Recreation Director Brogan, Village Engineer Dahl, Police Chief Collins, Clerk/Treasurer Hornberg and Attorney Brian Weber.

Public Hearing

Rich Anderson/Doug Jorstad motioned to open the public hearing for Ordinance 8-2019 Amending Article V – Parking, of the Code of the Village of Holmen. The motion carried unanimously.

No one spoke on behalf of the ordinance changes.

Dawn Kulcinski/Brandon Cain motioned to close the public hearing at 7:02 pm. The motion carried unanimously.

Public Comment

Jim Christianson stated that he was in attendance on behalf of Pertzsch Farm and offered to answer any questions the Board may have.

Minutes

Brandon Cain/Rich Anderson motioned to approve the minutes of both the October 7, 2019 Special Board meeting and October 10, 2019 Board meeting as presented. The motion carried unanimously.

Planning Commission

No meeting was held.

Park, Recreation and Library Committee

No meeting was held.

Law Enforcement Committee

Rod Stanek/Brandon Cain motioned to approve Ordinance 8-2019, Amending Article V – Parking, of the Code of the Village of Holmen. Chief Collins reviewed the changes as presented. The motion carried unanimously.

Public Works Committee

Rich Anderson/Brandon Cain motioned to approve Roundabout Final Rendering and Design. The motion carried unanimously.

Rich Anderson/Brandon Cain motioned to approve quote from Metering & Technology Solutions in the amount of \$13,499.95 for water meter reading equipment and software as well as user fees of \$260.00 per month. The motion carried unanimously.

Rich Anderson/Dawn Kulcinski motioned to consider acceptance of the Public Improvements of Pertzsch Farm Addition without Committee recommendation. The motion carried unanimously.

Rich Anderson/Dawn Kulcinski motioned to accept the Public Improvements of Pertzsch Farm Addition.

Administrator Heinig updated the Board on the delay in infrastructure construction due to archeological finds in the area, as well as weather issues. He stated that the western side of the development has been completed this week despite staff concerns regarding temperature issues. Heinig commented that the developers are hoping to still record the plat with the eastern side incomplete; they offered an additional letter of credit of \$900,000 in addition to the original letter of credit for \$460,000 to warranty work in hopes that the Board will agree to let them proceed without accepting improvements in full. After discussion, this motion was amended to add contingencies. Dawn Kulcinski/Brandon Cain motioned to authorize signature of the Pertzsch Farm final plat without full completion of public improvements with the following contingencies: understanding that infrastructure work will be fully completed as soon as possible in the spring; if not, the letters of credit will be utilized; understanding that lots can be sold and building permits issued on the completed western portion of the development; however, no building permits will be approved on the eastern portion of the development until the Village formally accepts all infrastructure for the entire development in full. Staff will create a final checklist and formalize a resolution for the entire plat and development for formal Board approval once all infrastructure is complete for the entire development in full, when the developer completes all obligations (assumed to be in the spring of 2020). Trustee Wyss cautioned the Board against making contingencies, except in special circumstances which he felt this was. The motion carried unanimously.

Finance and Personnel Committee

Doug Jorstad/Dawn Kulcinski motioned to approve payment of the claims as presented for a total amount of \$1,767,470.67. The motion carried unanimously.

Doug Jorstad/Brandon Cain motioned to approve Operator's Licenses for Karla K. Dummer – HD Tavern; Timothy M. Kotnour and Jenni M. Haugen – Festival Foods. The motion carried unanimously.

Doug Jorstad/Rich Anderson motioned to approve contract for legal services with Brian Weber for the term of January 1, 2020-December 31, 2024. The motion carried unanimously.

Doug Jorstad/Brandon Cain motioned to approve contract for inspection services with General Engineering Company which will begin February 1, 2020. Administrator Heinig mentioned that this is a trusted, local inspector service with the ability to provide electronic records and will be more accessible to builders and residents. Trustee Cain inquired as to the ability of the firm to inspect commercial properties. Heinig remarked that they could for an additional fee on a case by case basis, but that the State prefers to review all commercial development. The motion carried unanimously.

Rod Stanek/Doug Jorstad motioned to formally recognize that the newly adopted General Engineering Company contract fee structure be implemented into and part of the Village's fee structure for inspection fees/rates effective February 1, 2020. The motion carried unanimously.

Doug Jorstad/Rich Anderson motioned to allow staff to review and administratively approve CSM for Hale Drive and bridge right-of-way. Administrator Heinig explained the right-of-way area surrounding the Hale Drive Bridge needs to be transferred into the Village of Holmen's name prior to moving forward with DNR approval; this step needs to be formalized with the proposed CSM which is not yet prepared at this time. The CSM will also address green space dedication that was verbally agreed to by Cole Addition developer Kevin Fry. The motion carried unanimously.

Shared Ride Committee

Trustee Wyss reported that ridership increased by 186 rides for September 2019.

Municipal Court Update

No meeting was held.

Fire Board Report

Information items only.

County Supervisor's Report

County Supervisor/President Barlow reviewed some items from the 2020 County budget and remarked that the County mill rate for 2020 will drop by \$.09 per thousand. He mentioned the unanticipated TIF funds that the County recently became aware of will have portions distributed to the La Crosse Center, Omni Center ice arena, as well as utilized for groundwater testing in Town of Onalaska and Town of Holland. He mentioned that the County plans to borrow for some road improvement projects in 2020.

President's Report

President Barlow commented that he was honored to be included in the Iverson Freking Award Committee; an award will be given to a citizen by Bethany organizations in order to recognize great contributions to the community.

Other Items before the Board

Board members expressed their gratitude to the staff for the hard work on the 2020 budget and exchanged Thanksgiving wishes.

Clerk/Treasurer Hornberg announced new Deputy Clerk/Deputy Treasurer Stephanie Mahr will begin with the Village of Holmen on December 2, 2019.

Attorney Weber thanked the Board for renewing his contract.

Brandon Cain/Dawn Kulcinski motioned to adjourn. The motion carried unanimously. The meeting adjourned at 7:58 pm.

Angela A. Hornberg, Village Clerk/Treasurer