

**Village of Holmen
Board Proceedings
December 8, 2016**

President Proctor called the Holmen Village Board meeting to order at 7:00 pm on December 8, 2016, at the Holmen Village Hall.

Board members present: Nancy Proctor, Steve Johnston, Rich Anderson, Chuck Olson, Bill Ebner and Doug Jorstad. Dawn Kulcinski was excused. Also present were Administrator Heinig, Public Works Director Olson, Park & Recreation Director Brogan, Police Chief Collins, Police Lieutenant Zwicker, Clerk/Treasurer Hornberg, Attorney Brian Weber, Sean Lentz from Ehlers, Andrew Bremer from MSA Professional Services, Dick Berg and Pat McKnight.

Public Hearing

At 7:03 pm, Steve Johnston/Doug Jorstad motioned to open the Public Hearing on Public Facility Needs Assessment and Ordinance to amend Chapter 76, Impact Fees of the Holmen Municipal Code of Ordinances. The motion carried unanimously. No one spoke in favor or in opposition of the Ordinance. At 7:04 pm, Bill Ebner/Chuck Olson motioned to close the public hearing. The motion carried unanimously.

Special Presentation

Sean Lentz from Ehlers reviewed the refunding proposal for 2009A Bonds. Lentz explained the benefits and costs for current versus advance refunding, and projected results at existing rates. Chuck Olson/Steve Johnston motioned to move forward with refunding proposal for 2009A Bonds. Administrator Heinig stated that if interest rates rise to a level that would no longer cause reasonable savings, staff will stop the process. The motion carried unanimously.

Public Comment

None.

Minutes

Rich Anderson/Steve Johnston motioned to approve the minutes of the November 10, 2016, Special Board meeting as presented. The motion carried unanimously.

Bill Ebner/Doug Jorstad motioned to approve the November 10, 2016, Board Meeting and the November 15, 2016, Special Board meeting as presented. The motion carried unanimously.

Planning Commission

Steve Johnston/Rich Anderson motioned to approve Rezone Petition from Trevor Thompson (owner) from "A" Agricultural District to "R-1" Single Family Residential District, for 238.28 acres of property east of Deerwood Estates and south of County Road D. Administrator Heinig remarked that concerns brought to the Commission's attention by current Deerwood Estates residents during the public hearing for the rezone were not related to the zoning of the property. The motion carried unanimously.

Doug Jorstad/Steve Johnston motioned to approve Forest View Estates Preliminary Plat and General Phasing of the entire proposed subdivision. Administrator Heinig pointed out the seven-acre park and large detention pond included in this plat, as well as the many phases of the project which may be amended as the development proceeds. Heinig addressed drainage concerns brought up by Deerwood Estates residents during the rezone public hearing. He commented that he has assured the Deerwood

Estates residents that the road network of Forest View Estates will be developed specifically to handle stormwater issues, this as well as the creation of a large detention pond will assist with both current Deerwood Estates drainage issues as well as drainage for the new development. Heinig stated that if needed, the final plat will be modified until the developer can demonstrate and prove water issues can be handled. Also, due to the phasing of the development, drainage issues will be able to be monitored prior to the start of additional phases. The motion carried unanimously.

Rich Anderson/Doug Jorstad motioned to approve Resolution 27-2016 – Acceptance of CSM for the Creation of New Lots along CTY Rd SN. The motion carried unanimously.

Rich Anderson/Steve Johnston motioned to approve petition from CHIFest Properties Holmen, LLC, for minor modifications and amendments to the approved Festival Foods PUD on Hale Drive. Administrator Heinig reviewed parking lot and store size modifications, including an addition for a drive thru pharmacy pick-up window and additional landscaping. He explained the 10,000 square foot reduction results in a \$500,000 loss of project value to TIF #3; however, with the Kwik Trip and mall addition, the net increase to the overall project value is still more than originally anticipated. The motion carried with Anderson, Ebner, Proctor, Jorstad, and Johnston in favor; Olson abstained.

Park, Recreation and Library Committee

Chuck Olson/Rich Anderson motioned to approve 2017 purchase of a John Deere 1575 mower/snow blower with cab and broom from Tractor Central in the amount of \$26,600 after trade-in. The motion carried unanimously.

Chuck Olson/Steve Johnston motioned to approve 2017 quote for water slide restoration and repairs at the Holmen Aquatic Center from Fischer Brothers LLC in the amount of \$36,750. The motion carried unanimously.

Chuck Olson/Steve Johnston motioned to approve 2017 purchase of the Beached Boat Slide from FAST Corporation in the amount of \$14,250. The motion carried unanimously.

Law Enforcement Committee

Bill Ebner/Chuck Olson motioned to approve purchase of 2017 squad from Ewald Automotive Group of Oconomowoc in the amount of \$31,916. The motion carried unanimously.

Public Works Committee

Rich Anderson/Bill Ebner motioned to approve Resolution 25-2016 – Resolution Accepting the Public Improvement of the Blackwelder Place Extension. The motion carried unanimously.

Rich Anderson/Bill Ebner motioned to approve 2017 chlorine supplier agreement with current vendor Hawkins Chemical in the same amount as the current contract of \$.61 per cylinder. The motion carried unanimously.

Rich Anderson/Bill Ebner motioned to approve 2017 fluoride supplier agreement with current vendor Hawkins Chemical in the same amount as the current contract of \$.28 per pound. The motion carried unanimously.

Anderson mentioned that the utility pickup item was tabled at Committee level until price information could be received.

Finance and Personnel Committee

Doug Jorstad/Steve Johnston motioned to recommend payment of the claims as presented for a total amount of \$472,317.90. The motion carried unanimously.

Doug Jorstad/Rich Anderson motioned to approve Operators' Licenses for Margaret A. Luck – Festival Foods and Sarah L. Lambrecht – Holmen American Legion. The motion carried unanimously.

Doug Jorstad/Chuck Olson motioned to approve Resolution 26-2016 – A Resolution Amending the 2016 Village Budget. The motion carried unanimously.

Doug Jorstad/Steve Johnston motioned to approve Impact Fee Facility Needs Assessment and Impact Fee Ordinance 10-2016, An Ordinance to Amend Certain Portions for Chapter 76, Impact Fees of the Village of Holmen Municipal Code of Ordinances as presented. Administrator Heinig reviewed the changes that were implemented after the initial Board discussion to incorporate a larger impact fee for commercial development. Andrew Bremer identified his review of the park fee component and revision based on a policy in which future capital costs for community parks and trails would be supported by both residential and commercial fees. The commercial component would address the business employee's potential use of community park amenities. Bremer also noted that Highway, Parks and Police impact fees would all be land based calculations. The motion carried unanimously.

Shared Ride Committee

Trustee Anderson reported that ridership decreased by 564 (from 1533 to 969 from October 2015 to October 2016).

Municipal Court Update

No meeting was held.

Fire Board Report

Trustee Ebner reported that attendance at a recent fire prevention open house was over 300. He remarked that the Fire Department Recreation Committee has committed \$15,000 towards 2017 capital purchases. Administrator Heinig and Public Works Director Olson have been asked to represent the Village in discussions with the Fire Chief regarding building and fire code issues. Trustee Olson remarked that positive changes as well as necessary policies are being implemented in the Fire Department under direction of the new Chief.

County Supervisor's Report

County Supervisor Barlow was not in attendance but asked that President Proctor share that County departments will be moving into their new building December 13-22; he wished everyone a happy holiday.

President's Report

Informational items only.

Other Items before the Board

Chief Collins mentioned that the Department was in the process of accepting "fill the squad" donations for the holiday. He also mentioned the Department recently hosted training; many compliments were received on the new police facility.

Director Olson wished everyone a Merry Christmas, and remarked that he was looking forward to 2017.

Director Brogan also wished everyone a Merry Christmas, and mentioned that shelter rentals for 2017 would begin on January 3, 2017.

Trustee Anderson and Jorstad extended holiday wishes.

Trustee Johnston thanked the Public Works Department on the new street signs, and wished everyone a happy holiday.

Administrator Heinig remarked that he was proud of all department heads for kicking butt; he commented that management staff is very overworked but they never miss a step. He complimented the Board for their leadership, stated that 2015 and 2016 were great, and 2017 would be even better.

Attorney Weber remarked that the Village gets busier each year, and wished everyone a happy holiday.

President Proctor commented that members could contact her with any ideas for library donation opportunities that she could pursue.

Closed Session

At 8:34 pm, Bill Ebner/Doug Jorstad motioned to convene into closed session per Wisconsin State Statute 19.85(1) (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Purpose: Adult Family Homes and Wisconsin Statute 62.23 (i) and Old NA Cell Tower.

And

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: Potential ROW acquisition and ROW removal. The motion carried unanimously.

At 9:21 pm, Steve Johnston/Chuck Olson motioned to reconvene into open session per Wisconsin State Statute 19.85(2). The motion carried unanimously.

Chuck Olson/Bill Ebner motioned to approve offer to purchase 1112 S. Main Street in the amount of \$116,000. The motion carried unanimously.

Chuck Olson/Bill Ebner motioned to adjourn. The motion carried unanimously. The meeting adjourned at 9:22 pm.

Angela A. Hornberg, Village Clerk/Treasurer