



# HOLMEN POLICE DEPARTMENT

119 Wall Street W. - P.O. Box 54, Holmen, WI 54636-0054

www.holmenwi.com

Chief Shane Collins  
Lieutenant Erich Zwicker  
Email: hpd@holmenwi.com

Business: 608-526-4212  
Fax: 608-526-6944  
Dispatch: 608-785-5942

## Village of Holmen Law Enforcement Committee August 9, 2016

The meeting of the Holmen Law Enforcement Committee was held Tuesday August 9, 2016, in the conference room of the Village Hall.

Chair Steve Johnston called the meeting to order at 6:00pm.

Present at the meeting: Committee members Steve Johnston and Bill Ebner. Absent was Chuck Olson. Also in attendance were Scott Heinig, Shane Collins, and Officer Cody Spears.

**Approval of Minutes** Bill Ebner and Steve Johnston motioned to approve the minutes of the July 5, 2016, meeting. The motion carried unanimously.

**Public Comment** No public comment

**Present Monthly Activity** The Committee reviewed monthly activity. Collins advised traffic bond was down this month as the Department of Transportation stopped the speed grant for all participants. Along with speed grant the Department of Transportation ended the equipment grant. Holmen PD was approved for the equipment grant for \$5000.00. With this granting ending earlier Holmen Police Department could only submit the amount of \$2000.00 to be reimbursed. Damage to property calls were up this month due to vandalism and graffiti. Collins advised a male adult was arrested for the graffiti.

**Present Monthly Claims** The Committee reviewed all claims for payment.

**Municipal Court Update** No meeting was held.

**Discussion on 2017 Budget Items** Officer Spears presented a PowerPoint on a staffing study he completed for his Master's program. A list of items were presented to the committee and reviewed. One item in discussion was scheduling software called Scheduling Anywhere. This scheduling software was authorized to be purchased this year. Another item discussed was the HVAC issues at the police department. Collins advised we have had issues of very hot temperatures in the front lobby along with some other issues. Collins proposed adding two 8 r value blinds in the front lobby windows which will block out sun for employees and also hopefully reduce the

temperature inside the lobby. The other alternative to help resolve this issue could be a separate air conditioning unit for the lobby. The cost of the two motorized Elan Duette blinds with 8 r value would be \$3586.80. Motion by Johnston and second by Ebner to recommend to board for approval for purchase of the blinds for the lobby of the police department in the amount of \$3586.80.

**Adjourn** Bill Ebner and Steve Johnston motioned to adjourn. The motion carried unanimously.

Minutes By Shane Collins, Chief of Police

A handwritten signature in black ink, appearing to read 'Shane Collins', is written over the typed name. The signature is fluid and cursive.