

Meeting Minutes
Village of Holmen Finance and Personnel Committee
February 12, 2019

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, February 12, 2019, in the Village Board Room.

Trustee Doug Jorstad called the meeting to order at 5:00 pm.

Present at the meeting: Committee members Doug Jorstad, Dawn Kulcinski and Rich Anderson. Also in attendance were Nancy Proctor, Patrick Barlow, Scott Heinig and Angie Hornberg.

Approval of Minutes Dawn Kulcinski/Rich Anderson motioned to approve the minutes of the January 8, 2019 meeting. The motion carried unanimously.

Clerk/Treasurer Report Hornberg reported to the Committee that tax collections are wrapping up this week; settlement checks will be in Thursday's Board payable report. Hornberg commented that annual payroll reports had been recently completed, and that she is now preparing for the upcoming audit and insurance renewals in March. She mentioned that the Spring Election will be on April 2nd.

Review Claims and Financial Statements The Committee reviewed all claims for payment.

Consideration of Licenses Dawn Kulcinski/Rich Anderson motioned to recommend approval of Operator's Licenses for Jonathan Matthew Berland – Kwik Trip #568 and Debra Lynn Haller – Holmen American Legion. The motion carried unanimously.

Consideration of Banking Services Renewal Proposal Dawn Kulcinski/Rich Anderson motioned to recommend approval of proposal to extend current banking services with First National Bank. The motion carried unanimously.

Administrator's Report Heinig updated the Committee on recent continuing planning and economic developments in the community. He remarked on a couple of recent issues with Town of Holland not recognizing Holland/Holmen boundary agreements and moving forward on items in those restricted areas without consulting Village staff. Heinig commented that Main/Gaarder roundabout design was going well and should be ready for 2020 construction. He mentioned that Village Engineer Dahl recognized some cost savings in the Knight Engineering current design of the TIF#3 proposed bridge; they will be asked to redesign a portion of the plans to accommodate changes which will result in significant savings during construction of the project. Heinig was pleased to report that Riverland Energy will be submitting plans for the February Planning Commission meeting for a "laydown yard" and utility headquarters. He mentioned that Mathy plans to have something ready for the March Planning Commission meeting. Heinig stated that we have received some good candidates for the Police Officer position, as well as the Park & Recreation Laborer position. Heinig noted that the sewer plant project recently broke ground; the DNR loan for the project will close in March. Trustee Anderson thanked Heinig for his hard work getting TIF#2 moving forward.

Adjourn Dawn Kulcinski/Rich Anderson motioned to adjourn. The motion carried unanimously. The meeting adjourned at 5:42 pm.

Minutes by Angela Hornberg, Village Clerk/Treasurer