

Meeting Minutes
Village of Holmen Finance and Personnel Committee
August 8, 2018

The meeting of the Holmen Finance and Personnel Committee was held Wednesday, August 8, 2018, 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 Scott Heinig, Angie Hornberg and Daryl Holley.

Approval of Minutes Rich Anderson/Dawn Kulcinski motioned to approve the minutes of the July 10, 2018, meeting. The motion carried unanimously.

Consideration of Licenses Rich Anderson/Dawn Kulcinski motioned to recommend approval of premise amendment to 2018/2019 Class B Retail Combination License; addition of outdoor patio area at HD Tavern, 609 Holmen Drive North. Trustee Jorstad inquired as to the desire for an additional emergency exit to be located towards the rear of the fenced patio; Daryl Holley agreed. Trustee Kulcinski asked that lack of parking to be noted as a concern to the amendment. The motion carried unanimously.

Clerk/Treasurer Report Hornberg remarked that annual reviews were recently held, and that the current office staff is outstanding. Hornberg mentioned that today the Village received a dividend check from the insurance company in the amount of \$29,657. She stated that budget preparations will begin in the next few weeks, and the anticipated July shared revenues and computer aid payments have been received. She also mentioned that fire dues were received in the amount of \$27,052.14 and immediately sent to the Holmen Area Fire Department. Hornberg commented that the Partisan Primary Election will be held next Tuesday, August 14th.

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

Consideration of Licenses Rich Anderson/Doug Jorstad motioned to recommend approval of Temporary Amendment to Liquor Premises for Specific Event for Smokey's Bar Smokefest Event to be held at 112 Mill Street on September 15, 2018, as presented with event termination to occur at 11:00 pm. The motion carried with Anderson and Jorstad in favor, Kulcinski abstained.

Rich Anderson/Doug Jorstad motioned to recommend approval of Operator's Licenses for Kelly L. Remus – Features Sports Bar & Grill, Jennifer M. Curtis and Matthew R. Erickson – HD Tavern and Mandi E. Schneider – Smokey's Bar & Grill. The motion carried with Jorstad and Anderson in favor; Kulcinski abstained.

Administrator's Report Heinig updated the Committee on the many planning and economic development items on the August Board agenda. He remarked that new Village Engineer Dahl was doing a great job in reviewing plans and noticing items that need to be addressed before moving forward. Heinig also stated that Town of Holland has now paid for their portion of the new Quint ladder truck, and therefore delivery of the truck will be made soon. He reviewed IT updates that will be included in 2019 budget proposal that will address records concerns for many years. Heinig mentioned that the Sunset Drive project has encountered many issues but that they were almost all resolved and the project should be completed in the near future.

Approval of Development Agreement Dawn Kulcinski/Rich Anderson motioned to recommend approval of Development Agreement for King's Bluff Business Park as presented. The motion carried unanimously.

Approval of Development Agreement Rich Anderson/Dawn Kulcinski motioned to recommend approval of Development Agreement for King's Bluff Estates as presented. Administrator Heinig reviewed the Village investments that would occur with this project which include: a lift station, 50% of cost to oversize Schaller Road per Village request, as well as 145 feet of street connection for residential and commercial properties. This investment will also include the road access to Hwy 35 once the DOT has reviewed. The motion carried unanimously.

Acceptance of Bid for Wastewater Treatment Plant Upgrade Project Dawn Kulcinski/Rich Anderson motioned to recommend acceptance of General Contractor, Olympic Builders, as low bidder for the Wastewater Treatment Plant Upgrade Project. The motion carried unanimously.

Adjourn Dawn Kulcinski/Rich Anderson motioned to adjourn. The motion carried unanimously. The meeting adjourned at 6:18 pm.

Minutes by Angela Hornberg, Village Clerk/Treasurer