

Meeting Minutes
Village of Holmen Finance and Personnel Committee
October 10, 2017

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, October 10, 2017, 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, Scott Heinig and Angie Hornberg.

Approval of Minutes Rich Anderson/Dawn Kulcinski motioned to approve the minutes of the September 12, 2017, meeting. The motion carried unanimously.

Public Comment None.

Clerk/Treasurer Report Hornberg noted that she recently filed the 2018 recycling grant; funds are anticipated to remain around \$15,000 and also that preliminary transportation aid figures were received today and the amount is approximately \$31,000 greater than anticipated. She stated that the Holmen American Legion Kornfest damage costs of \$730 were removed from the \$1,000 deposit; remaining deposit funds will be returned this week. Hornberg mentioned that she will attend some upcoming WRS trainings in November and December.

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

Consideration of Licenses Rich Anderson/Dawn Kulcinski motioned to recommend approval of Operator's Licenses for Leevon C. Drievold and Diana I. Rochester – Festival Foods and Daniel Ybarra – Get-n-Go. The motion carried unanimously.

Dawn Kulcinski/Rich Anderson motioned to recommend denial of Shayna R. Gilbertson – Smokey's Bar & Grill Operator's License, with a ninety-day waiting period from application date before re-application of Operator's Licenses can occur. The motion carried with Anderson and Jorstad in favor; Kulcinski abstained.

Administrator's Report Heinig remarked that Jarrod Johnson has submitted an annexation petition for 167 acres of land north of Evergreen which will be on the Board agenda for approval this month. He mentioned that he attended the Festival Foods ribbon cutting ceremony which was an incredible event. He updated the Committee on progress with the many planning and economic developments occurring in the community at this time, including the start of Phase 2 for both Field of Dreams and Grasslands multifamily structures. Heinig mentioned the option for the Village to tie into the School Districts fiber line installation in the near future which could allow the addition of the Village Hall, Police Station and Library for reduced communications costs. He updated the Committee on the various issues that have arisen during the Holmen Drive Construction project which have all been met with satisfaction and the project is now nearing completion. Trustee Jorstad inquired as to the status of the walk-thru inspection on the old library. Administrator Heinig commented that there was no response after Yahnke's inspection; however he went through the building today with Carter from MSA to review the many issues that would need to be made for desired use. The necessary changes would most likely be subject to a state review and would become more of a full renovation with a likelihood of very high costs. Heinig asked Carter to research and provide some estimates and options for review.

Consideration of language modification to Personnel Manual Policy 505 Health Insurance Dawn Kulcinski/Rich Anderson motioned to recommend approval of language modification to Personnel Manual Policy 505 Health Insurance as presented. The motion carried unanimously.

Adjourn Dawn Kulcinski/Rich Anderson motioned to adjourn. The motion carried unanimously. The meeting adjourned at 5:58 pm.

Minutes by Angela Hornberg, Village Clerk/Treasurer