

Meeting Minutes
Village of Holmen Finance and Personnel Committee
November 7, 2017

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, November 7, 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 and Rich Anderson. Also in attendance were Deanna Hafner, Korena Pabst, Nancy Proctor, Scott Heinig and Angie Hornberg. Dawn Kulcinski was excused.

Approval of Minutes Rich Anderson/Doug Jorstad motioned to approve the minutes of the October 10, 2017, meeting. The motion carried unanimously.

Public Comment Deanna Hafner and Korena Pabst stated they were in attendance on behalf of the Hale Drive Kwik Trip in order to answer any questions.

Consideration of Licenses Rich Anderson/Doug Jorstad motioned to recommend approval of Class A Retail Combination License for Kwik Trip #568, 115 Hale Drive, Holmen; Agent: Korena Lynn Pabst, for the period of December 26, 2017 – June 30, 2018. The motion carried unanimously.

Rich Anderson, Doug Jorstad motioned to recommend approval Non-Alcoholic Beverage License for Kwik Trip #568, 115 Hale Drive, Holmen. The motion carried unanimously.

Rich Anderson/Doug Jorstad motioned to recommend approval Cigarette & Tobacco License for Kwik Trip #568, 115 Hale Drive, Holmen. The motion carried unanimously.

Doug Jorstad/Rich Anderson motioned to recommend approval Operator's License for Jonathon L. Zibrowski – Kwik Trip #568. The motion carried unanimously.

Doug Jorstad/Rich Anderson motioned to recommend approval of Operator's Licenses for Sandra D. Taylor, Deborah L. Fullwood – Festival Foods; Abbie S. William – Features Sports Bar & Grill; and Nick F. Smaby, Todd A. Galstad – Smokey's Bar & Grill. The motion carried unanimously.

Doug Jorstad/Rich Anderson motioned to recommend denial of Blaise Y. Johnson-Augustyniak – Festival Foods, with a ninety-day waiting period from application date before re-application of Operator's Licenses can occur. The motion carried unanimously.

Clerk/Treasurer Report Hornberg reminded the Committee that it is soon time to circulate nomination papers for office; Trustees Olson, Ebner and Johnston as well as anyone else desiring to run can pick up information beginning December 1st. She remarked that a new requirement is in place to have a re-certification signed for campaign funding for the members not up for re-election; she plans to bring the appropriate form to the December meeting and have the members complete it during that meeting. Hornberg reviewed with the Committee any changes that occurred to the 2018 Budget draft that has been published and will be presented on November 9th for public hearing. She mentioned that the 2017 Budget revision would be prepared for the December Committee meeting. Hornberg stated that the auditors will be in the office in December, as well as in March, to perform the 2017 audit.

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

Approval of Resolution Rich Anderson/Doug Jorstad motioned to recommend approval of Resolution 11-2017 – Adoption of the 2018 Village Budget contingent upon the outcome of the November 9th Public Hearing. The motion carried unanimously.

Administrator's Report Heinig updated the Committee on progress with the many planning and economic developments in the community at this time including many potential annexations, as well as new residential, commercial and industrial developments currently in the discussion phase. He mentioned that the Joint Municipal Court investigation found no indication of employee theft, and that the system is moving forward in a positive direction with new staff in place and oversight by the Onalaska Finance Department. Heinig stated that the sewer plant design is near completion, and the plan will be presented to the Committee and Board in December so that bids can be completed early in 2018. Trustee Jorstad inquired on the status of street decorations in the Village. Heinig responded that Holmen Drive was not designed to accommodate seasonal decorating, however Main Street will continue to be decorated, and that we have sufficient decorations available to accommodate future expansion.

Adjourn Doug Jorstad/Rich Anderson motioned to adjourn. The motion carried unanimously. The meeting adjourned at 5:43 pm.

Minutes by Angela Hornberg, Village Clerk/Treasurer