

Meeting Minutes
Village of Holmen Finance and Personnel Committee
January 10, 2012

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, January 10, 2012 in the Village Board Room.

Chair Ryan Olson called the meeting to order at 6:30 p.m.

Present at the meeting: Committee members, Ryan Olson, Neal Forde and Dan Moser. Also in attendance were Nancy Proctor, Mike Dunham, Scott Heinig, Mike McHugh and the owners of Features Sports Bar & Grill.

Approval of Minutes. Neal Forde/Dan Moser motioned to approve the minutes of the December 6, 2011 meeting as presented. Carried unanimously.

Public Comment. No public comment.

Discussion on Ordinance 1-2012 – Outdoor Alcoholic Beverage Permits. Tavern owners were invited to participate in the discussion and provide input into the creation of the proposed ordinance. Administrator Heinig provided a basic outline of the draft ordinance. Law enforcement has wanted an ordinance in place for some time now. Main points from the discussion on the draft centered on the differences between taverns in or near residential areas and taverns completely in commercial areas only; that perhaps the times could be extended in a non-residential area and outdoor music could be permitted. Additionally, it was argued by Features that installing a fence to cover their entire activity grounds would be extremely costly and questioned the need for such a requirement. The entire concept of the “beer garden” was to control access to premises and prevent underage drinking, provide a means for officers to enforce poorly controlled situations that currently are permitted anywhere outside the licensed premises. It was suggested that perhaps conditions could be set at the time when issuing a license, that would control for unique situations. Another suggestion was to consider a similar ordinance for special “non profit” like events. Administrator Heinig will make edits to the draft based on the discussion and bring the ordinance back for further discussion in the future. Tavern owners will receive updated drafts as we progress.

Administrator’s Report. Heinig updated the committee on his activities to date, his meetings schedule, the public officials coverage and the negotiated inspectors contract.

Review Claims and Financial Statements. The committee thoroughly reviewed all claims for payment and financial statements to date.

Consideration of Operator’s License for Alycia J. Loeffler—Festival Foods. Dan Moser/Neal Forde motioned to recommend approval of an Operator’s license for Alycia J. Loeffler—Festival Foods. Carried unanimously.

Consideration of Resolution 1-2012—Fund Balance Policy. Neal Forde/Dan Moser motioned to recommend approval of Resolution #1.12 – Fund Balance Policy. The document is required by the Government Accountability Board and was prepared by our Auditors for adoption, to ensure consistency in use and definition of fund balance terms between municipal governments. Carried unanimously.

Convene into Close Session per Wis. State Statue 19.85(1)(c) Discussion on promotions and position changes in the Clerk/Treasurer Department. Dan Moser /Neal Forde motioned to convene into closed session under 19.85(1)(c) at 8:15pm. Carried unanimously.

Reconvene into Open Session. Dan Moser/Neal Forde motioned to reconvene into Open Session at 9:10pm. Carried unanimously.

Possible action and recommendation to begin implementing items discussed in closed session. None.

Other Items that may come before the Committee. Trustee Olson mentioned that Public Works may be considering the design of another traffic light at Hale Drive and Holmen Drive. Other minor updates were made by committee members.

Adjourn. Dan Moser/Neal Forde motioned to adjourn. Carried unanimously. The meeting adjourned at 9:18 p.m.

Minutes by Scott Heinig, Village Administrator