

Meeting Minutes
Village of Holmen Finance and Personnel Committee
May 8, 2012

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, May 8, 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 and Neal Forde. Dan Moser was excused. Also in attendance were Nancy Proctor, Scott Heinig, Jean Croell and Angie Hornberg.

Approval of Minutes. Neal Forde/Ryan Olson motioned to approve the minutes of the April 10, 2012 meeting as presented. The motion carried unanimously.

Public Comment. None.

Administrator's Report. Heinig referred to his recent Board email updating all members on current activities, he felt the email updates were a good way to keep the entire Board abreast of concerns and developments in the Village. His updates included information on the vacation of the Korish property, the "Trail to Remington Hills", a recent water main break in Cedar Meadows East and the status of Police Inspector and PW Laborer positions. He has continued to discuss Economic Development options with the County Planning and Development Committee and several potential candidates regarding new business opportunities in the Village.

Discussion of offer to sell to the Village Parcel #14-2204 (.52ac). Administrator Heinig will look into additional information as discussed.

Clerk/Treasurer Report Hornberg updated the committee on the Recall Primary election that was currently in progress. She explained the additions made to the Class B License Holders requirements for the 2012/2013 renewals, each establishment is to complete a site plan along with providing information on control of the areas where liquor will be stored and served. These will be submitted to the Board for their approval and/or modifications at the June Finance and Board which all Class B establishments were invited to attend. She mentioned the need to update the current Intoxicating Liquor ordinance number 78-5 for Operator's license's. Administrator Heinig indicated that the change was made in the proposed Beer Garden update therefore the public hearing requirement had already been met for this section. He will amend the Ordinance update to present and approve only section 78-5 for the June meetings. She also commented that 2011 Audit reports were distributed to the Board and that HABCO will be present at the May 10th Board meeting to give a presentation and answer any questions.

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

Review 2011 Audit and Financial Statements. The committee reviewed and discussed 2011 Audit and 2011 financial statements.

Consideration of Temporary Class "B" license for American Legion - Kornfest. Ryan Olson/Neal Forde motioned to recommend approval of Temporary Class "B" license for American Legion for Kornfest to be held on August 17 – 19, 2012 at Halfway Creek Park. The motion carried unanimously.

Consideration of Temporary Class "B" license for Holmen Viking Wrestling Club – Kornfest softball tournament. Neal Forde/Ryan Olson motioned to recommend approval of Temporary Class "B" license for Holmen Viking Wrestling Club for Kornfest softball tournament to be held on August 17 – 19, 2012 at Deerwood Park. The motion carried unanimously.

Consideration of Operator's License for Maralee J. Berg – Festival Foods. Ryan Olson/Neal Forde motioned to recommend approval of an Operator's License for Maralee J. Berg for Festival Foods. The motion carried unanimously.

Consideration of Cigarette and Tobacco Products License for WayLin Investments LLC, Holy Smokes of Holmen. Ryan Olson/Neal Forde motioned to recommend approval of cigarette and Tobacco Products License for WayLin Investments LLC, Holy Smokes of Holmen, 205 S. Holmen Drive. The motion carried unanimously.

Other Items that may come before the Committee. None.

Adjourn. Ryan Olson/Neal Forde motioned to adjourn. The motion carried unanimously. The meeting adjourned at 7:37p.m.

Minutes by Angela Hornberg, Village Clerk/Treasurer