

Meeting Minutes
Village of Holmen Finance and Personnel Committee
August 6, 2013

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, August 6, 2013 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. Doug Jorstad arrived at 6:35. Also in attendance were Nancy Proctor, Scott Heinig and Angie Hornberg.

Approval of Minutes Ryan Olson/Neal Forde motioned to approve the minutes of the July 9, 2013 meeting as presented. The motion carried unanimously.

Public Comment None.

Clerk/Treasurer Report Hornberg informed the committee that Rhonda Hesselberg would be joining the Clerk/Treasurer department's team on August 12. Hornberg stated that she plans to attend upcoming meetings on Sequel tax system updates and on the Affordable Care Act. She informed the Committee that the Worker's Compensation audit would be held in mid-August and the estimated increase for 2014 is 5.6%. She stated that she was busy preparing for the 2014 budget.

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

Administrator's Report Administrator Heinig updated the Committee on the status of recent annexation requests. He commented on conversations with several Heritage Village residents regarding changes to their current utility service costs within their leases. He conversed with the Committee on options that will be presented by Sean Lentz of Ehlers & Associates at this month's Board meeting. Heinig commented on the recent reviews that were held with all the Village employees and the satisfaction expressed with the new review system and pay-grade scale. Trustee Olson complimented Administrator Heinig for the transformation in the process.

Other

Trustee Olson commented that he felt it was important in the upcoming bonding process to set clear goals and timelines for the future development of the Capital Facility site. He felt this would help facilitate some of the fundraising goals for the Friends of the Library Group as well as keeping the process moving forward. Trustee Jorstad stated he was pleased with the discussion and agreed a plan was important in order to have a commitment for the library project fundraising efforts.

Adjourn Neal Forde/Doug Jorstad motioned to adjourn. The motion carried unanimously. The meeting adjourned at 7:35 p.m.

Minutes by Angela Hornberg, Village Clerk/Treasurer