

**Meeting Minutes**  
**Village of Holmen Finance and Personnel Committee**  
**April 8, 2014**

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, April 8, 2014, 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 was excused. Also in attendance were Nancy Proctor, Scott Heinig, Jen Woyicki, Scott Burnstad and Angie Hornberg.

Approval of Minutes Neal Forde/Ryan Olson motioned to approve the minutes of the March 11, 2014, meeting. The motion carried unanimously.

Public Comment None.

Clerk/Treasurer Report Hornberg informed the Committee that the office staff had been very busy lately handling dog tag renewals, quarterly utility bills as well as the Spring Election. She reported that the audit went very well and that the auditor's will present the annual report during the May Board meeting. She mentioned that the 2014 recycling grant was awarded at approximately the same amount as the previous year. She stated Board trustees Bill Ebner, Chuck Olson and Steve Johnston would be sworn into office prior to the April 15, 2014 special reorganization Board meeting.

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

Consideration of Licenses Ryan Olson/Neal Forde motioned to recommend approval of Class "B" Retail Beer License for MAKK LLC doing business as the Pizza Oven located at 205 S Holmen Drive, agent Richard Martinson. The motion carried unanimously.

Ryan Olson/Neal Forde motioned to recommend approval of Temporary Amendment to Liquor Premises for Specific Event for Smokey's Bar Smokefest Event to be held at 112 Mill Street on June 28, 2014. The motion carried unanimously.

Neal Forde/Ryan Olson motioned to recommend approval of Temporary Amendment to Liquor Premises for Specific Event for The Pour House Pour-a-palooza Event to be held at 3210 State Rd Hwy 35 on August 16, 2014. The motion carried unanimously.

Administrator's Report Administrator Heinig updated the Committee on pending annexations as well as ongoing economic discussions. He stated the SPAR board recently approved plans for a new Day Care Center on Hale Drive in addition to an expansion to the Kwik Trip building on Holmen Drive. He mentioned that two new officers have accepted positions in the police department.

Consideration of the use of Reserve Funds for Police Station Generator and Site Development Amenities Ryan Olson/Neal Forde motioned to recommend authorization of not to exceed \$50,000 of Reserve Funds for police station generator, not to exceed \$30,000 Park Development Funds for park amenities and not to exceed \$40,000 Conservancy Funds for storm pond development on the capital facility site. Administrator Heinig indicated the use of the funds may not be necessary but in order to budget appropriately to meet all of the needs for the new facility the authorization of these additional funds for the project would be wise. The motion carried unanimously.

Discussion on cell towers on Village owned land Administrator Heinig inquired as to the feeling of the Committee on a recent conversation regarding the placement of cell phone towers on Village owned property. The Committee agreed that it would be open to additional discussions on the subject.

**Closed Session**

At 7:46 pm, Neal Forde/Ryan Olson motioned to convene into closed session per Wisconsin State Statute 19.85(1) (e) Deliberating or negotiation the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Purpose: Potential property purchase. The motion carried unanimously.

At 7:59 pm, Neal Forde/Ryan Olson motioned to reconvene into open session per Wisconsin State Statute 19.85(2). The motion carried unanimously.

Adjourn Neal Forde/Ryan Olson motioned to adjourn. The motion carried unanimously. The meeting adjourned at 8:00 p.m.

Minutes by Angela Hornberg, Village Clerk/Treasurer