

**Village of Holmen
Board Proceedings
October 11, 2012**

President Proctor called the Holmen Village Board meeting to order at 7:00 p.m. on October 11, 2012 at the Holmen Village Hall.

Present: Nancy Proctor, Tony Horvath, Dawn Kulcinski, Dan Moser, Mike Dunham, Ryan Olson and Neal Forde. Also present were Administrator Heinig, Park & Recreation Director Brogan, Police Chief McHugh, Clerk/Treasurer Hornberg, Attorney Alan Peterson, Gary Lass, Don Higgins, Matt Higgins and Jean Burgess.

Public Comment

None.

Minutes

Neal Forde/Ryan Olson motioned to approve the minutes of the September 13, 2012 Board meeting as presented. The motion carried unanimously.

Ryan Olson/Neal Forde motioned to approve the minutes of the September 24, 2012 Special Board meeting as presented. The motion carried unanimously.

Public Hearings

None.

Planning Commission

Ryan Olson/Tony Horvath motioned to approve Resolution #21-2012 – CSM Tesh Partnership, Cedar Creek Business Park, Circle Drive. The motion carried unanimously.

Ryan Olson/Tony Horvath motioned to approve Resolution #22-2012 – CSM Traditional Trades, 603 Maple Shade Drive/605 Deerwood Street. The motion carried unanimously.

Neal Forde/Tony Horvath motioned to approve Resolution #23-2012 – CSM Traditional Trades, 602 Maple Shade Drive/703 Deerwood Street. The motion carried unanimously.

County Supervisor's Report

County Supervisors were not in attendance to give an update.

Shared Ride Committee

Trustee Kulcinski reported that ridership had increased by 556 rides (from 1185 to 1741) from August 2011 to August 2012.

Park, Recreation and Library Committee

Neal Forde/Tony Horvath motioned to approve a proposal from Folding Chairs4Less for tables and chairs for Halfway Creek Park Shelters A and B in the amount of \$5,189.51. The motion carried unanimously.

Neal Forde/Mike Dunham motioned to approve a proposal from Rybold Excavating for Halfway Creek bike trail erosion repair in the amount of \$3,350.00. Reserved bike funds will be used for this expense. The motion carried unanimously.

Law Enforcement Committee

Nothing new to report.

Public Works Committee

Mike Dunham/Ryan Olson motioned to approve Storm Water Management Public Education and Outreach Agreement. This agreement is an annual cooperative agreement between several local municipalities to continue public education on storm water. The motion carried unanimously.

Mike Dunham/Ryan Olson motioned to approve Adoption of TID #2 Traffic Impact Study. The motion carried unanimously.

Mike Dunham/Ryan Olson motioned to approve Asbestos Abatement Contract – W. Legion Project with Immediate Response Abatement, Inc. in the amount of \$2,580.00. The motion carried unanimously.

Finance and Personnel Committee

Ryan Olson/Neal Forde motioned to recommend payment of the claims as presented for a total amount of \$662,119.65. The motion carried unanimously.

Ryan Olson/Neal Forde motioned to approve Temporary Class “B” License for Coulee Comets Snowmobile Club “Snow’s a Comin” Dance to be held on November 10, 2012 at Holmen Area Fire Department located at 710 S. Main Street, Holmen. The motion carried unanimously.

Ryan Olson/Neal Forde motioned to approve Operator’s License for Dawn M. Boelke – Festival Foods. The motion carried unanimously.

Ryan Olson/Dawn Kulcinski motioned to approve Operator’s License for Megan S. Riley – Festival Foods. The motion carried unanimously.

Ryan Olson/Dawn Kulcinski motioned to approve Operator’s License for Karlene J. Becker – Festival Foods. The motion carried unanimously.

Ryan Olson/Neal Forde motioned to approve the Administrator Employment Agreement as presented. Trustee Dunham inquired as to the contract giving the Administrator restriction on using his role at the Village to influence political views in other local municipalities; he feels that the Administrator should deal with Village of Holmen issues primarily. Trustees Forde commented that the Administrator would also be following a professional code of ethics when dealing with issues of this nature. Trustee Olson felt that the Administrator would not involve himself in that type of activity without consulting the Board first. Attorney Peterson commented that additional language should not be needed to address the issue, that the wishes of the Board had been clearly made. The motion carried unanimously.

Ryan Olson/Neal Forde motioned to deny offer to sell property by owner – Kathy Manley. The motion carried unanimously.

Municipal Court Update

No meeting was held; no agenda has been received at this time for the next meeting.

Fire Board Report

Trustee Olson informed the Board that the next Fire Board meeting would be held on October 18, 2012. Changes to the Joint Agreement regarding the new funding formula that were approved will be discussed. He encouraged other Board members to attend.

Other Items before the Board

Chief McHugh commented on clean up warnings that were recently issued in the Village including the Wier's property on N. Main Street.

Park & Recreation Director announced that the new Village website was up and running and it was viewed at the meeting by the Board.

Dawn Kulcinski/Tony Horvath motioned to reconsider amending §195.42 A. (3)(c) to read a *minimum of 2 seconds*. The motion passed with Horvath, Moser, Kulcinski and Dunham in favor, Forde, Proctor and Olson opposed. The item will be directed to the Planning Commission for possible reconsideration.

Trustee Dunham asked Administrator Heinig to consider looking at purchasing compressed natural gas vehicles for the 2014 budget and beyond.

Trustee Olson asked Attorney Peterson and Administrator Heinig to update the Board on the closed session items from September regarding the potential property acquisitions discussed at that meeting. Administrator Heinig informed the Board that one of the properties that had been discussed and the Board had shown interest in pursuing was not in the same situation as originally thought. Attorney Peterson updated the Board on the situation that occurred regarding a property that the Village had decided not to immediately pursue; the opportunity arose for a purchase within originally discussed parameters to obtain the property but the opportunity was one of immediate nature. The Trustees agreed that the Administrator and Attorney acted in the best interest of the Village regarding the purchase of the property but Trustee Horvath made comment he was uncomfortable with the decision being made without consent from the Village President and/or the Chair of the Finance and Personnel Committee. The actual purchase of the property cannot take place until a thirty-day waiting period has elapsed, at that time the purchase will be placed on the agenda for Board approval.

Clerk/Treasurer Hornberg reminded everyone to vote on November 6th.

Administrator Heinig commented on a water main leak that had occurred and was the reason Public Works Director Olson was not in attendance at the meeting. He also mentioned that the opening for the public works laborer position had been posted and the contractor for the W. Legion demolition will need to delay the project for a week. He also reminded the Board of the rescheduled committee and Board meeting dates in November.

Closed Session

None.

Ryan Olson/Tony Horvath motioned to adjourn. The motion carried unanimously. The meeting adjourned at 8:05 p.m.

Angela A. Hornberg, Village Clerk/Treasurer