

**Village of Holmen  
Board Proceedings  
March 10, 2011**

President Proctor called the Holmen Village Board meeting to order at 7:00 p.m. on March 10, 2011 at the Holmen Village Hall.

Present: Nancy Proctor, Ryan Olson, Neal Forde, Richard Anderson, Tony Szak and Michael Dunham. Mark Seitz was excused. Also present were Department Heads Brogan and Haines, Chief McHugh, Angie Hornberg, Marilyn Pedretti, Chuck Spiker, Craig Evenson, Dale Grosz, Scott Ryan, Barry Ploessl, Roxanne Reynolds, Tom Kruse, Doug Klenke, Tony Horvath and Adam Bissen.

**Minutes**

Ryan Olson/Tony Szak motioned to approve the minutes of the February 10, 2011 meeting as presented. The motion carried unanimously. Ryan Olson/Tony Szak motioned to approve the minutes of the February 21, 2011 Special Board meeting as presented. The motion carried unanimously. Ryan Olson/Neal Forde motioned to approve the minutes of the March 1, 2011 Special Board meeting as presented. The motion carried unanimously. Ryan Olson/Tony Szak motioned to approve the minutes of the December 9, 2010 meeting as amended. The motion carried unanimously.

**Public Hearing**

7:00 p.m. Public hearing on reconstruction of alley from E. Legion St. to E. Roberts St. was cancelled; reconstruction will not occur at this time.

**Rezone Public Hearing**

At 7:05 p.m., President Proctor opened the public hearing for parcel 14-2526-000 at 2004-2006 Crooked Ave.

No public spoke to the rezone request.

President Proctor called the public hearing to a close at 7:08 p.m.

Tony Szak/Rich Anderson motioned to approve the rezone from R-4 Two-Family Residential District to R-6 Zero Lot Line Single Family Residential for parcel 14-2526-000 contingent upon payment of delinquent taxes. The motion carried unanimously.

**Planning Commission**

Ryan Olson/Rich Anderson motioned to approve the C.S.M. for 2004-2006 Crooked Avenue. The motion carried unanimously.

**Public Hearing**

At 7:33 p.m., President Proctor opened the public hearing for possible abandonment of portions of West Ponderosa Drive.

No public spoke to the possible abandonment.

President Proctor called the public hearing to a close at 7:35 p.m.

Ryan Olson/Mike Dunham motioned to approve the abandonment of portions of West Ponderosa Drive. 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 \$408,523.00. After some discussion the motion passed by a vote of 5-1, with Mike Dunham voting against the motion.

Ryan Olson/Rich Anderson motioned to approve the sale of Cherry Lane property. The motion carried unanimously.

Ryan Olson/Neal Forde motioned to approve the 2011 Village Hall Cleaning Contract with Mary Secky in the amount of \$865.00 per month. The motion carried unanimously.

At 7:40 p.m., Ryan Olson/Tony Szak motioned to convene into closed session by the authority of Wisconsin State Statute 19.85(1) (e) competitive or bargaining reasons: Discussion of Library purchase agreements and Wisconsin State Statute 19.85(1)(c) considering employment, promotion, compensation or evaluation of employees: Discussion of Village Administrator/Clerk – severance pay, interim plan/pay, possible hiring part-time office staff/transition of Treasurer/Deputy Finance and Deputy Clerk/Deputy Treasurer positions. The motion carried unanimously following a voice vote.

At 9:06 p.m., Tony Szak/Ryan Olson motioned to reconvene into open session by the authority of §19.85(2). The motion carried unanimously following a voice vote.

Neal Forde/Ryan Olson motioned to table recommendation and action on Library purchase agreements. Motion carried unanimously.

Ryan Olson/Rich Anderson motioned to approve Treasurer/Deputy Clerk Hornberg interim pay of \$500 per bi-weekly payroll for the duration of the absence of an Administrator/Clerk. Mike Dunham/Tony Szak motioned to increase Treasurer/Deputy Clerk Hornberg interim pay to \$525.00 per bi-weekly payroll. Motion carried unanimously.

Trustee Olson informed the Board that Finance & Personnel Committee tabled both 7.6 Possible recommendation and action on search and hiring process for new Village Administrator Clerk and part-time office staff position and 7.7 Possible recommendation and action on transition of Treasurer/Deputy Finance and Deputy Clerk/Deputy Treasurer positions.

Ryan Olson/Neal Forde motioned to approve severance payment to Administrator/Clerk Willett as presented, subject to review by Village Attorney. The motion carried unanimously.

Ryan Olson/Neal Forde motioned to approve the bid from CR Solutions in the amount of \$3,557.44 for replacement of five (5) Village Hall computers. The motion carried unanimously.

Ryan Olson/Neal Forde motioned to approve the bid to CR Solutions in the amount of \$7,284.16 for Microsoft Office 2010 Software update for Village Hall computers. The motion carried unanimously.

Ryan Olson/Rich Anderson motioned to approve the bid to Glass Service Center in the amount of \$4,184.00 for installation of Village Hall handicap accessible restroom doors. The motion carried unanimously.

#### **Other items before the Board**

Ryan Olson/Tony Szak motioned to approve Ordinance #1.11 Ryan Annexation – Briggs & Sween Roads. The motion carried unanimously.

#### **Park, Recreation and Library Committee**

Neal Forde/Ryan Olson motioned to approve Deerwood Park 2011 Concessions Contract with HYBPAI. The motion had been tabled in February pending review from Attorney Peterson. The motion carried unanimously.

Neal Forde/Rich Anderson motioned to approve 2011 Carrico Aquatics Contract for the Holmen Aquatic Center in the amount of \$11,500.00. The motion carried unanimously.

### **Law Enforcement Committee**

Tony Szak/Rich Anderson motioned to approve Holmen Police Department K-9 Unit. Chief McHugh informed the Board that in April he would present sample contract language for Officer Kind as the K-9 Unit handler. The motion carried unanimously.

Tony Szak/Ryan Olson motioned to approve supervisor training for Lt. Collins in the amount of \$3,400.00 with installments of \$1200.00 payable in 2011 and \$2,200.00 payable in 2012. The motion carried unanimously.

### **Public Works Committee**

Ryan Olson/Rich Anderson motioned to approve adoption of Resolution 8.11 – Accept Hale Dr. Right-of-Way Dedication. The motion carried unanimously.

Ryan Olson/Mike Dunham motioned to approve award of 2011 Street Reconstruction contract to Mathy Construction in the amount of \$234,534.73. The motion carried unanimously.

Ryan Olson/Tony Szak motioned to approve the bid by DPC Industries Inc. for 2011 flouride in the amount of \$4.66 per gallon plus delivery charges. The motion carried unanimously.

### **Municipal Court Update**

Chief McHugh reported that Municipal Court did not hold a meeting this month.

### **Fire Board Report**

Information items only.

### **Economic Development**

Ryan Olson said the Committee had not met this month; next meeting planned for March 22, 2011 at 6:30 p.m.

### **Shared Ride Committee**

Richard Anderson reported that ridership had again increased in January of 2011 by 275 more rides (from 1225 to 1500) than in 2010.

### **County Supervisors Report**

Chuck Spiker reported on the gloomy outlook of upcoming shared revenue cuts and recycling grant loss.

Tony Szak/Ryan Olson motioned to adjourn. Motion carried. The meeting adjourned at 9:50 p.m.

Angela A. Hornberg, Village Treasurer/Deputy Clerk