

**Meeting Minutes**  
**Village of Holmen Finance and Personnel Committee**  
**June 11, 2024**

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, June 11, 2024, at the Holmen Village Hall.

Trustee Doug Jorstad called the meeting to order at 5:00 pm.

Present at the meeting: Committee members Doug Jorstad, Rich Anderson and Nancy Proctor. Also in attendance were Chad McCathie, Daryl Holley, Administrator Heinig and Clerk/Treasurer Hornberg.

Approval of Minutes Rich Anderson/Nancy Proctor motioned to approve the minutes of the May 7, 2024 meeting as presented. The motion carried 3-0.

Public Comment Chad McCathie stated that he was in attendance to answer any question on his Class B License for Lush Wine.

Clerk/Treasurer Report Hornberg stated that 2024 recycling grant funds have been received as anticipated and that an insurance dividend check was also received. She remarked that Associated Appraisal hopes to finalize the market revaluation assessments and hold Open Book and Board of Review sometime in late August or early September. Hornberg mentioned that license renewals for 2024/2025 would be acted on this evening; there is one new establishment that plans to open later this summer.

Review Claims and Financial Statements The Committee reviewed all claims for payment.

Consideration of Licenses Nancy Proctor/Rich Anderson motioned to recommend approval of 2024/2025 Class B Retail Combination Licenses; Class A Retail Combination Licenses; Class "B" Retail Beer Licenses as presented. The motion carried 3-0.

Nancy Proctor/Rich Anderson motioned to recommend approval of Cigarette & Tobacco Licenses; Video/Coin Operated/Amusement Machine Licenses; Junk/Salvage Yard License; Pawn Broker License and Septage Licenses as presented. The motion carried 3-0.

Rich Anderson/Nancy Proctor motioned to recommend approval of Temporary Amendment to Liquor Premises for Specific Event for American Legion Kornfest to be held on August 16-18, 2024, at Halfway Creek Park, 419 1st Avenue West. The motion carried 3-0.

Administrator's Report Heinig reported that Xetex will break ground in July and that he is continuing discussion with developers on many other potential projects. He mentioned that JB Investments petitioned for a change of zoning which will be on the Board agenda this week along with a preliminary plat for 250 new housing units. Heinig mentioned that the North water project is in the finishing stages and the Viking lift station is progressing decently. He commented that Circle Drive as well as the Main Street Bridge will receive some necessary repairs and upgrades. Heinig stated that we recently held the TIF Joint Review Board meeting with the School District, La Crosse County and Western TC; the update and discussion he shared on Village projects, TIF activity and financial health was well received.

Consideration of Ordinance Nancy Proctor/Rich Anderson motioned to approve Ordinance 6-2024, An Ordinance Modifying Various Code Text, as presented. The motion carried 3-0.

Consideration of Resolution Nancy Proctor/Rich Anderson motioned to approve Resolution 5-2024, Board Member Attendance Policy, as presented. Administrator Heinig remarked that last month this committee requested holding a future discussion regarding Board member attendance issues. He explained how essential attendance is to maintaining respectful relationships with all Board members, and reviewed a proposed official attendance policy. Heinig stated that after discussion with various Board members and Clerk/Treasurer Hornberg, he created a policy which would penalize for unexcused absence (without proper notice) as well as provide incentive pay for perfect attendance each quarter. The motion carried 3-0.

Adjourn Rich Anderson/Nancy Proctor motioned to adjourn. The motion carried 3-0. The meeting adjourned at 6:01 pm.

Minutes by Angela Hornberg, Village Clerk/Treasurer