

**Village of Holmen
Board Proceedings
June 13, 2024**

Administrator Heinig asked that an acting chair be nominated to call the Holmen Village Board meeting to order at 7:00 pm on June 13, 2024, at the Holmen Village Hall. Travis Elam/Nancy Proctor motioned to approve Rich Anderson as acting chair for the June 13, 2024 Village Board meeting. The motion carried 4-0.

Board members present: Rich Anderson, Nancy Proctor, Travis Elam and Dawn Kulcinski. Doug Jorstad, Micah Wyss and Patrick Barlow were excused. Also present were Stacey Klein, Ryan Huebsch, Chad & Karen Mc Cathie, Corbin Wait, James White, Gregory Baures, County Supervisor Joe Kovacevich, Administrator Heinig, Clerk/Treasurer Hornberg, Park & Recreation Director Geary, Chief Collins, Public Works Director Mezera, Engineer Dahl and Attorney Weber.

Public Hearing

At 7:02 pm, Dawn Kulcinski/Nancy Proctor motioned to open the public hearing for 5-2024, An Ordinance Modifying Chapter 56 Erosion Control and Stormwater Management to Comply with DNR Regulation Updates. The motion carried 4-0.

No one spoke on behalf of Ordinance 5-2024.

Rich Anderson/Dawn Kulcinski motioned to close the public hearing at 7:03 pm. The motion carried 4-0.

At 7:04 pm, Rich Anderson/Dawn Kulcinski motioned to open the public hearing for 6-2024, An Ordinance Modifying Various Code Text. The motion carried 4-0.

No one spoke on behalf of Ordinance 6-2024.

Dawn Kulcinski/Nancy Proctor motioned to close the public hearing at 7:05 pm. The motion carried 4-0.

Public Comment

Stacey Klein introduced herself and stated that she is running for State Senate and is interested in building relationships at the local level.

Ryan Huebsch introduced himself and thanked the Board for the work that they do to make Holmen the shining star in the Coulee Region; Huebsch is running for State Assembly.

Corbin Wait, 318 Anderson Street, expressed his concerns with excessive speed and aggressive driving in his neighborhood; he is requesting speed bumps be installed to address this issue. He stated that a common time for the problem to occur is in the evening while ball is being played at the fields near his home.

Gregory Baures, 310 Anderson Street, echoed Wait's concerns and asked that something be done to address the issue that wouldn't overburden the Holmen Police Department.

Minutes

Dawn Kulcinski/Nancy Proctor motioned to approve the minutes of the May 9, 2024 Board meeting as presented. The motion carried 4-0.

Planning Commission

Dawn Kulcinski/Nancy Proctor motioned to approve the Preliminary Plat Concept of Proposed “Liberty Addition,” to also include Contingent Approval of Rezoning Petition from JB Holmen Investments, LLC, James Westpfahl as Petitioner, for 115.11 ac of property East of Hwy 53, West of Briggs Road and the Holmen High School, North of the Gaynors Rolling Hills Addition and Sween Drive, and South of County NA, from (A) Agriculture to (R-1) Single Family Residential District, (R-3) Single Family Residential District and (R-6) Zero Lot Line, Two Family Residential District, as a form of Planned Unit Development Overlay tied to the Preliminary Plat Concept, and subject to the contingencies as follows:

- Briggs Road is not an “Outlot.” It is a fully dedicated right-of-way section and must also be improved—if unable to improve portions of the roadway, the developer must compensate the Village for future needed investments. Plat must specify no driveway accesses are permitted on Briggs Road.
- There are numerous already existing street names within the proposed plat (Independence, Patriot, Freedom) that must be changed. There cannot be duplication of street naming within the Village of Holmen, including the 54636 zip code.
- Street name identifiers must be consistent with Village standards (“Street” vs “Place” for example).
- If R-6 zoning is approved for Block 3, Lot 7, the lot must be contingently required to be split with a CSM before building.
- Stormwater containment and movement engineering must be demonstrated and accepted by the Village (creating safe retention as required)—if necessary, lots must be removed from the plat to provide the areas for needed stormwater detention.
- All outlots must be shown on the plat as “Dedicated to the Public.”
- The snowmobile club may work with the developer to include a bike path/snowmobile trail immediately along Hwy 53 (approximately 20’ wide). Should they do so, the 20’ wide path area must be on a flattened, level surface the entire length of the trail and the developer and club must work together to absorb all costs associated with creating it. 8’ of gravel is expected within the center of the 20’ pathway as a basecourse for the path.
- Final plat approval and final engineering approval is contingent upon the requirement that the development must connect sanitary sewer and water (for looping) to the east at HD through other private property.
- The rezoning and preliminary plat are contingently bound to each other in the form of a PUD (Planned Unit Development). If the plat does not ultimately proceed, then the zoning shall not proceed and the proposed zoning designations shall revert back to Agriculture.
- The developer must contribute \$300,000 to the Village in lieu of a park land dedication within the plat for the Village to invest in the Village’s park system (as already discussed with the developer).

The motion carried 4-0.

Park, Recreation and Library Committee

Dawn Kulcinski/Travis Elam motioned to approve special event request by Holmen American Legion for Kornfest on August 16-18, 2024, at Halfway Creek Park. The motion carried 4-0.

Law Enforcement Committee

Travis Elam/Dawn Kulcinski motioned to approve the purchase of Axon in-car cameras from Axon in the amount of \$67,000 this year. The motion carried 4-0.

Travis Elam/Dawn Kulcinski motioned to approve the purchase of DJI Matrice #30T Thermal Drone Combo from Advexure in the amount of \$13,401.65. Collins stated that the Department will be receiving a grant from ALM Charities in the amount of \$25,000.00; this will cover the cost of the drone as well as the majority of the cost for an additional K9 officer. The motion carried 4-0.

Public Works Committee

Rich Anderson/Nancy Proctor motioned to approve Traffic Impact Analysis study by Traffic Analysis & Design in the amount of \$38,928.00. Administrator Heinig stated that the study was required by the Wisconsin Department of Transportation and that Mathy will pay fifty percent of the cost. The motion carried 4-0.

Rich Anderson/Travis Elam motioned to approve Resolution 4-2024, Compliance Maintenance Resolution as presented. The motion carried 4-0.

Rich Anderson/Dawn Kulcinski motioned to approve Ordinance 5-2024, An Ordinance Modifying Chapter 56 Erosion Control and Stormwater Management to Comply with DNR Regulation Updates. The motion carried 4-0.

Finance and Personnel Committee

Rich Anderson/Nancy Proctor motioned to approve payment of the claims as presented in the amount of \$1,595,138.01. The motion carried 4-0.

Nancy Proctor/Travis Elam motioned to approve 2024/2025 Class B Retail Combination Licenses; Class A Retail Combination Licenses; Class "B" Retail Beer Licenses as presented excluding Smokey's Bar & Grill. The motion carried 4-0.

Rich Anderson/Travis Elam motioned to approve 2024/2025 Class B Retail Combination License for Smokey's Bar & Grill. The motion carried with Elam, Anderson and Proctor in favor; Kulcinski abstained.

Nancy Proctor/Travis Elam motioned to approve Cigarette & Tobacco Licenses; Video/Coin Operated/Amusement Machine Licenses; Junk/Salvage Yard License; Pawn Broker License and Septage Licenses as presented. The motion carried 4-0.

Dawn Kulcinski/Nancy Proctor motioned to approve 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 4-0.

Travis Elam/Dawn Kulcinski motioned to approve Ordinance 6-2024, An Ordinance Modifying Various Code Text of the Village of Holmen Relating to Minor Clarifying Edits to Chapter 195. The motion carried 4-0.

Travis Elam/Nancy Proctor motioned to approve Resolution 5-2024, Board Member Attendance Policy. Administrator Heinig reviewed the proposed official attendance policy which would penalize for unexcused absence (without proper notice) as well as provide incentive pay for perfect attendance each quarter. The motion carried 4-0.

Shared Ride Committee

No meeting was held.

Municipal Court Update

No meeting was held.

Fire Board Report

Informational items only.

Bluffland Coalition Report

No meeting was held.

County Supervisor's Report

Supervisor Kovacevich commented that the County Board recently reviewed first quarter financials and that they have been in discussions with Xcel Energy to work out issues with hazardous materials such as PFAs.

President's Report

No information was available.

Other Items before the Board

All members thanked Trustee Anderson for running the meeting this evening.

Administrator Heinig stated that he appreciates everyone's hard work and confirmed the Board's desire to discuss the speed issues on Anderson Street at a future Committee meeting. For now, Chief Collins confirmed that the speed trailer would be set up on the street to encourage drivers to slow down.

Travis Elam/Nancy Proctor motioned to adjourn the meeting at 7:52 pm. The motion carried 4-0.

Angela A. Hornberg, Village Clerk/Treasurer