

**Village of Holmen
Finance and Personnel Committee
Community Room, Holmen Village Hall
421 S. Main St.**

**Posted 09/04/24
3:00 pm**

**September 10, 2024
5:00 p.m.**

Committee Members: Chair Doug Jorstad, Rich Anderson, Nancy Proctor
Attending Staff: Scott Heinig, Administrator and Angela Hornberg, Clerk/Treasurer

This meeting is held in compliance with Wisconsin's Open Meeting Law, State Statutes, Chapter 19, Subchapter V. and as such it is open to the public.

It is possible that members of, and possibly a quorum of, other governmental bodies of the Village may be in attendance at the above-stated meeting to gather information. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to in the above notice.

1. Call to Order.
2. Approval of minutes from August 8, 2024
3. Public comment.
4. Clerk/Treasurer's monthly report:
 - Update on Activities/General Information
5. Review claims for payment and current financial statements
6. Possible action and recommendation to approve additional 2024-2025 Election Inspectors
7. Administrator's monthly report:
 - Update on Activities/General Information
8. Possible action and recommendation on 2025 Update to the Holmen Compensation and Classification Structure to Include the Creation of the Modified/New Clerk/Treasurer Department Titles and Job Descriptions (Director of Operations and Finance—Clerk/Treasurer, Coordinator—Deputy Clerk/Treasurer II and Deputy Clerk/Treasurer)
9. Possible action and recommendation on Modification to 370 Holiday Pay Policy of the Holmen Personnel Manual (Termination Policy Clarification)
10. Possible action and recommendation on Developer's Agreement for Liberty Addition
11. Adjourn

Angela A. Hornberg, Clerk/Treasurer

In compliance with the Americans with Disability Act of 1990, the Village of Holmen will provide reasonable accommodations to qualified individuals with a disability to ensure equal access to public meetings provided notification is given to the Village Clerk within seventy-two (72) hours prior to the public meeting and that the requested accommodation does not create an undue hardship for the Village.