

Meeting Minutes
Village of Holmen Finance and Personnel Committee
April 8, 2025

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, April 8, 2025, 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, Micah Wyss and Rich Anderson. Also in attendance were Administrator Heinig and Director of Operations & Finance/Clerk/Treasurer Hornberg.

Approval of Minutes Rich Anderson/Micah Wyss motioned to approve the minutes of the March 11, 2025 meeting as presented. The motion carried 3-0.

Public Comment None.

Clerk/Treasurer Report Hornberg reported that the 2024 audit has concluded and went very well; auditors will attend May's meeting to give the annual presentation. She congratulated Trustees Anderson and Jorstad on their reelection to Village Trustee. Hornberg reported that there were 4,455 voters for the April Election; 51% at the Village Hall and 49% at the Public Library. She stated that the two polling places have been a great addition and work well to keep lines to a minimum. Hornberg mentioned that the annual Open Book will be held at the Village Hall on May 21st, and will be followed by Board of Review on June 10th, both from 4:00-6:00 pm. She commented that insurance renewals and many report deadlines for the end of April, as well as several retirements/new hires/promotions have kept her busy. She reminded the Committee of the special reorganization meeting on April 15th and mentioned that the annual license process will begin in April.

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

Administrator's Report Heinig reported that the preliminary plat and rezoning for the Herb & Iris Addition will come before the Board on April 10th. He mentioned that the Police Department recently held their 2nd annual awards banquet; he encouraged Board members to attend the event next year. Heinig stated that the plans for the new Public Works shop will be submitted to the State soon for review. He updated the Committee on the status of hiring efforts. He commented that he has spent quite a lot of time working on the updates to the Village's Impact Fees and Comprehensive Plan; they will review the information at the next Planning Commission meeting. Heinig remarked that we are in the process of seeking design proposal bids for engineering services for the reconstruction of Main Street.

Adjourn Micah Wyss/Rich Anderson motioned to adjourn. The motion carried 3-0. The meeting adjourned at 5:33 pm.

Minutes by Angela Hornberg, Director of Operations & Finance/Clerk/Treasurer