

Meeting Minutes
Village of Holmen Finance and Personnel Committee
May 6, 2025

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, May 6, 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 and Sam Kube. Rich Anderson was excused. Also in attendance were President Barlow, Administrator Heinig and Director of Operations & Finance/Clerk/Treasurer Hornberg.

Approval of Minutes Doug Jorstad/Sam Kube motioned to approve the minutes of the April 8, 2025 meeting as presented. The motion carried 2-0.

Public Comment None.

Clerk/Treasurer Report Hornberg reported that the 2024 audited financials were recently distributed and the audit report will soon follow; the auditors will give their annual presentation at the Board meeting this week. She reminded the Committee 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; due to this, the June Finance & Personnel meeting will be postponed until 6:00 pm. Hornberg stated that staff has been working on the annual license renewal process which will come before you for review next month. She mentioned that the annual room tax, ARPA fund, annual recycling grant, as well as the State expenditure restraint reports, and other quarterly reports were filed. Hornberg also commented that the 2025/2026 insurance renewals have been prepared and the estimate should be received shortly.

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

Administrator's Report Heinig updated the Committee on the recent sewer main break that originated from an error made by a local developer which caused a major backup in the system. He stated that while working to unclog the mains, additional damage was discovered; staff and contractors worked together for two days to address the issue. Due to their efforts, there was very minor collateral damage. Heinig reiterated the importance of being both business friendly, as well as asking the developers and builders to be community friendly, and protect the residents and infrastructure from harm. Heinig remarked that in April, the Planning Commission had a very healthy and informative discussion on the updates of the Comprehensive Plan and resulted in minor changes. He mentioned that he was asked to give a presentation today at the Vernon and La Crosse Counties' Housing Summit regarding Holmen's great success with economic development strategies. Heinig also stated that WPPA negotiations will be held in mid-May and he feels they will be very successful discussions.

Adjourn Doug Jorstad/Sam Kube motioned to adjourn. The motion carried 2-0. The meeting adjourned at 5:55 pm.

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