

**Village of Holmen
Board Proceedings
June 12, 2025**

President Barlow called the Holmen Village Board meeting to order at 7:00 pm on June 12, 2025, at the Holmen Village Hall.

Board members present: Patrick Barlow, Sam Kube, Dawn Kulcinski, Doug Jorstad, Rich Anderson, Micah Wyss and Travis Elam. Also present were Chief Collins, Administrator Heinig, Director of Operations & Finance/Clerk/Treasurer Hornberg, Public Works Director Mezera, Engineer Dahl, Park & Recreation Director Geary and Attorney Weber.

Public Comment

None.

Minutes

Micah Wyss/Dawn Kulcinski motioned to approve the minutes of the May 8, 2025 Board meeting as presented. The motion carried 7-0.

Planning Commission

No meeting was held.

Park, Recreation and Library Committee

No meeting was held.

Law Enforcement Committee

No meeting was held.

Public Works Committee

Rich Anderson/Travis Elam motioned to approve Professional Design Services Proposal for Main Street Reconstruction with SEH Inc. in the amount of \$654,000.00. The motion carried 7-0.

Rich Anderson/Travis Elam motioned to approve Herb & Iris Subdivision Engineering Plans contingent on administrative review. The motion carried 7-0.

Rich Anderson/Travis Elam motioned to approve Liberty Addition Improvements and Plat contingent on Administrative review. The motion carried 7-0.

Rich Anderson/Doug Jorstad motioned to approve Resolution 1-2025, Compliance Maintenance Resolution as presented. The motion carried 7-0.

Rich Anderson/Doug Jorstad motioned to approve bid for construction of the Public Works Storage Building with Brick Bros. of West Salem in the amount of \$663,627.00. The motion carried 7-0.

Finance and Personnel Committee

Doug Jorstad/Micah Wyss motioned to approve payment of the claims as presented for the amount of \$1,259,412.92. The motion carried 7-0.

Doug Jorstad/Sam Kube motioned to approve 2025/2026 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 with Jorstad, Barlow, Kube, Elam, Anderson, Wyss in favor; Kulcinski abstained.

Doug Jorstad/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 with Jorstad, Barlow, Kube, Elam, Anderson, Wyss in favor; Kulcinski abstained.

Doug Jorstad/Travis Elam motioned to approve the denial of Brittany Cummings' Operator's License, with a 1-year waiting period from application date before re-application of Operator's License can occur. The motion carried 7-0.

Doug Jorstad/Dawn Kulcinski motioned to approve Temporary Class "B" license for Holmen Area Community Center group for Cheese Fest to be held on June 21, 2025, at the Holmen Area Community Center, 600 N. Holmen Drive. The motion carried 7-0.

Doug Jorstad/Dawn Kulcinski motioned to approve Temporary Amendment to Liquor Premises for Specific Event, to be penalized if found to be in violation with fencing and licensed operator requirements, for Cheese Fest to be held on June 21, 2025, at Features Inc. II, 504 N. Holmen Drive. The motion carried 7-0.

Doug Jorstad/Dawn Kulcinski motioned to approve Temporary Amendment to Liquor Premises for Specific Event for American Legion Kornfest to be held on August 15-17, 2025, at Halfway Creek Park, 419 1st Avenue West. The motion carried 7-0.

Doug Jorstad/Micah Wyss motioned to approve ratification of the 2026-2028 Agreement between the Village of Holmen and the Wisconsin Professional Police Officer's Association as presented. Administrator Heinig reviewed the proposed changes to the contract and stated that both parties were satisfied with the changes. The motion carried 7-0.

Doug Jorstad/Rich Anderson motioned to approve Development Agreement for Herb & Iris Addition as presented. Administrator Heinig indicated that the agreement will be administratively reviewed in line with previous agreements. The motion carried 7-0.

Doug Jorstad/Dawn Kulcincki motioned to approve special event request by Holmen American Legion for Kornfest to be held on August 15-17, 2025, at Halfway Creek Park. The motion carried 7-0.

Shared Ride Committee

Next meeting will be held in August.

Municipal Court Update

No meeting was held.

Fire Board Report

Informational items only.

Bluffland Coalition Report

Trustee Kube stated that the group has offered to provide a fifty percent match for worthy park and recreation projects. He remarked that the group has a vision for the Bluffland Traverse, a fifty-three mile trail from Camp Decorah to Goose Island. They are hoping to pursue easements from property owners as needed.

County Supervisor's Report

Supervisor Elam stated that the County has discussed the Bluffland Coalition and the need for some direction within the group. He stated that they currently do not have signatures of all desired municipalities for participation in the Coalition.

President's Report

President Barlow mentioned that Explore La Crosse has reported a three percent growth in tourism related dollars. He mentioned that the LAPC group is currently reviewing current bylaws on Chair terms and LADCO has finalized a desired candidate for the Executive Director position.

Other Items before the Board

Administrator Heinig thanked staff for all of their hard work; the Police Department has completed some beautiful landscaping at the station; Park and Recreation has kicked off a great summer season, including a new Day Camp program; Public Works is handling many projects; and the Clerk's Department is fulfilling many tasks and deadlines; Hornberg has found numerous issues on invoices to save the Village a large amount of money.

President Barlow expressed his gratitude to all.

Closed Session

At 8:02 pm, Doug Jorstad/Travis Elam motioned to convene into closed session per Wisconsin State Statute:

Authority: §19.85(1) (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

*Purpose: Review Boundary Agreements
TIF #3 Subsidy Agreement*

The motion carried 7-0.

At 8:42 pm, Dawn Kulcinski/Doug Jorstad motioned to reconvene into open session per Wisconsin State Statute 19.85(2). The motion carried 7-0.

No action items were required after closed session.

Doug Jorstad/Travis Elam motioned to adjourn the meeting at 8:43 pm. The motion carried 7-0.

Angela A. Hornberg, Director of Operations & Finance/Clerk/Treasurer