

**Village of Holmen
Board Proceedings
February 13, 2025**

President Barlow called the Holmen Village Board meeting to order at 7:00 pm on February 13, 2025, at the Holmen Village Hall.

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

Public Hearing

At 7:02 pm, Doug Jorstad/Rich Anderson motioned to open the public hearing for Amending Code Text for Legal Compliance. The motion carried 6-0.

Administrator Heinig explained that this modification is to remove inaccurate text regarding a Board of Appeals process within the Conservancy District text. No one spoke on behalf of the amendment to code text.

Doug Jorstad/Travis Elam motioned to close the public hearing at 7:04 pm. The motion carried 6-0.

Special Presentation

A.J. Frels, Executive Director, Explore La Crosse gave an informational presentation on the Holmen Quarterly Report for 2024. He reviewed the program's mission, economic impact and tourism services provided to the community. The Board also watched an Explore La Crosse video with testimonials from many local businesses and the impact of Explore La Crosse.

Public Comment

None.

Minutes

Rich Anderson/Travis Elam motioned to approve the minutes of the January 9, 2025 Board meeting as presented. The motion carried 6-0.

Planning Commission

No meeting was held.

Park, Recreation and Library Committee

Micah Wyss/Doug Jorstad motioned to approve the purchase of a new controller and magmeter from Carrico Aquatics in the amount of \$10,477.00. The motion carried 6-0.

Micah Wyss/Travis Elam motioned to approve the purchase of a new main pump for the pool from Lackore in the amount of \$6,604.29. The motion carried 6-0.

Micah Wyss/Doug Jorstad motioned to approve the purchase of a new Ford F250 from Ewald Automotive Group in the amount of \$47,101.00. The motion carried 6-0.

Micah Wyss/Rich Anderson motioned to approve the purchase of a new plow from Universal Truck Equipment in the amount of \$9,971.00; the plow will be attached to the previously approved Ford. The motion carried 6-0.

Micah Wyss/Travis Elam motioned to approve the purchase of two new John Deere Z7997R mowers from Tractor Central in the amount of \$32,280.00 after trade-ins applied. The motion carried 6-0.

Law Enforcement Committee

No meeting was held.

Public Works Committee

Rich Anderson/Travis Elam motioned to approve proposal from Altronex for a gas detection system in the WWTP Headworks Building in the amount of \$11,180.00. This sensor will detect toxic gases in the Headworks Building and connect to the SCADA system. The motion carried 6-0.

Rich Anderson/Micah Wyss motioned to approve contract with Brickl Bros of West Salem for architectural services for the Public Works Storage Building in the amount of eight percent of construction costs or approximately \$44,000.00. The motion carried 6-0.

Rich Anderson/Travis Elam motioned to approve contract with Brickl Bros of West Salem for construction oversight of the Public Works Storage Building at a cost of ten percent of construction cost. The motion carried 6-0.

Rich Anderson/Doug Jorstad motioned to approve 2025 Street Reconstruction project with Mathy Construction Company in the amount of \$660,177.55. The motion carried 6-0.

Rich Anderson/Travis Elam motioned to approve bid from Brickline Inc Madison for the Holmen Drive Pavement Marking Project in the amount of \$102,297.78. The motion carried 6-0.

Rich Anderson/Travis Elam motioned to approve two-year contract with Hydrocorp for Residential Cross Connection Inspection with a total of \$38,102.22. The motion carried 6-0.

Rich Anderson/Travis Elam motioned to approve two-year contract with Hydrocorp for Non-Residential Cross Connection Inspection with a total of \$31,332.26. The motion carried 6-0.

Finance and Personnel Committee

Doug Jorstad/Travis Elam motioned to approve payment of the claims as presented for the amount of \$6,350,539.09. The motion carried 6-0.

Doug Jorstad/Rich Anderson motioned to approve the Special Event Request from Daryl Holley of HD Tavern for the planned 2025 HD Tavern concerts from May through October as presented. The motion carried 6-0.

Doug Jorstad/Micah Wyss motioned to approve the 2025-2045 Comprehensive Plan Update Public Participation Plan as presented. Heinig confirmed that this participation plan is similar to the plan used previously. The motion carried 6-0.

Doug Jorstad/Sam Kube motioned to approve Ordinance 2-2025, An Ordinance Modifying Code Text for Legal Compliance. Administrator Heinig noted that there was no input regarding this amendment during tonight's public hearing nor made to staff. The motion carried 6-0.

Doug Jorstad/Rich Anderson motioned to approve the updated Non-Represented Village of Holmen Compensation & Classification Structure (HCCS) for 2025. Administrator Heinig and the Committee reviewed the updates for the Public Works management structure change that will occur this year. The motion carried 6-0.

Doug Jorstad/Travis Elam motioned to approve the new Director of Public Works/Village Engineer Position Description as presented. Administrator Heinig reviewed the modified description merging the two positions back together. The motion carried 6-0.

Doug Jorstad/Micah Wyss motioned to approve the new Assistant Director of Public Works/Assistant Village Engineer Position Description. Administrator Heinig reviewed the description that he created along with input from Engineer Dahl. He noted that the position description was created to attract a potential entry level candidate with the idea that they would gain their Professional Engineer (PE) during employment; he indicated if another opportunity were to arise, there would be a need to modify compensation to fit the criteria of the position. The motion carried 6-0.

Shared Ride Committee

President Barlow stated that the Committee met in January and reviewed 2024 activity. He noted that contract improvements most likely will not occur until 2026.

Municipal Court Update

Administrator Heinig stated that the group met at the end of January to discuss quarterly business. He mentioned that Judge Swayne introduced herself by Zoom. He confirmed with Attorney Weber that the system seems to be working well and that he is working towards more efficiently dealing with the increase of tickets in order to keep costs from drastically increasing.

Fire Board Report

Informational items only.

Bluffland Coalition Report

Trustee Kube stated that there has not yet been a meeting to attend; however, he received the annual report. He stated that the group has a fund balance of \$188,600.00 and their focus in 2025 will be to complete the Bluffland Traverse.

County Supervisor's Report

Supervisor Kovacevich commented that the Hillview project is running on time and under budget. He mentioned that there will be a public information session held at the Town of Holland on March 17th to discuss County Road XX reconstruction. Supervisor Elam noted that the County will be implementing a trial software program to utilize AI to handle non-emergency calls; this will be the first trial in the State of Wisconsin and it could take a huge burden off Dispatch.

President's Report

President Barlow reviewed some of the events he has recently attended to represent the Village of Holmen. He mentioned that previous Board Member Chuck Olson received an award for his longer term

of service with LADCO and that Bethany St. Joseph Homes, Holmen was recognized as business of the year to acknowledge their efforts to meet the needs for senior housing in the area.

Other Items before the Board

Chief Collins mentioned that the new squads will be arriving soon.

Trustee Wyss wished everyone safe travels with the upcoming snow.

Trustee Jorstad thanked Administrator Heinig and Engineer Dahl for their hard work on the new position descriptions and he thanked Dahl for taking on the updated role.

Trustee Anderson gave a shout out to Chief Collins and the Holmen Police Officers for their hard work on recent arrests in the community.

President Barlow shared an invitation to attend a Donor Appreciation Night held by the Holmen Area Community Center on February 27th. He wished all safe travels and a Happy Valentine's Day.

Doug Jorstad/Travis Elam motioned to adjourn the meeting at 8:17 pm. The motion carried 6-0.

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