

Meeting Minutes  
Village of Holmen Finance and Personnel Committee  
February 10, 2026

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, February 10, 2026 at the Holmen Village Hall.

Trustee Doug Jorstad called the meeting to order at 5:00 pm.

Present at the meeting: Committee members Rich Anderson, Doug Jorstad and Sam Kube. Also in attendance were President Barlow, Director of Operations & Finance/Clerk/Treasurer Hornberg, and Administrator Heinig.

Approval of Minutes Sam Kube/Doug Jorstad motioned to approve the minutes of the January 6, 2026 meeting as presented. The motion carried 3-0.

Public Comment None

Clerk/Treasurer Report Hornberg reported to the Committee that tax collections are complete, and the settlement checks are included in tonight's bills. She noted that all annual payroll reports have been finalized and that she is now preparing for the upcoming audit, annual insurance renewals, and staff change paperwork. Hornberg also reminded the Committee that the Spring Election will be held on April 7<sup>th</sup>. She shared that Rhonda Hesselberg retired Friday, and Jody Wickler began her position on Monday.

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

Administrator's Report Heinig stated that the Planning Commission recently approved changes in design for the new Dollar General planned for Spring development. He stated that he, President Barlow, and State Representatives recently met with the Wisconsin Department of Transportation (DOT) to advocate for signalization at the North Holmen Highway 53 interchange and Schaller Boulevard. He noted that the discussion went well and that there is a strong possibility the DOT will support the intersection improvements, with Holmen's contribution potentially amounting to ten percent of the estimated \$2.5 million project. If progress continues, the upgrades could occur in 2027–2028. Heinig informed the Committee that the Town of Onalaska has withdrawn its financial support for the previously agreed-upon joint study toward a unified fire department involving the City of Onalaska, Town of Onalaska, Town of Holland, and the Village of Holmen. He also shared that he and President Barlow provided guidance to County leadership regarding a failed ATV/UTV ordinance amendment that was not initially in legal compliance. Additionally, Heinig reported that he was interviewed by a writer with the Wisconsin Economic Development Corporation (WEDC), during which he discussed Holmen's history and strategies for development in the northern industrial parks, including efforts to secure Certified Site Designations. WEDC plans to publish Holmen's success story in the coming year.

Consideration of Developer's Agreement Sam Kube/Rich Anderson motioned to recommend approval of Development Agreement for King's Bluff Estates Addition One as presented. Administrator Heinig specified that the agreement is a renewal from the agreement that was originally approved in April 2024. The agreement is standard and does not include any type of subsidy from the Village. The motion carried 3-0.

Discussion on Updates to the Holiday Policies Administrator Heinig reviewed concerns regarding the current day-after-Christmas holiday and discussed potential changes to ensure adequate coverage for snow-plowing operations while also considering customer service and staff needs during that time of year. Committee members directed Heinig to prepare a draft policy revision for review at a future meeting.

Adjourn Rich Anderson/Sam Kube motioned to adjourn. The motion carried 3-0. The meeting adjourned at 6:02 pm.

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