

Meeting Minutes
Village of Holmen Finance and Personnel Committee
May 12, 2026

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, May 12, 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 Director of Operations & Finance/Clerk/Treasurer Hornberg, and Administrator Heinig.

Approval of Minutes Rich Anderson/Sam Kube motioned to approve the minutes of the April 9, 2026 meeting as presented. The motion carried 3-0.

Public Comment None

Clerk/Treasurer Report Director of Operations & Finance Hornberg reported that the 2025 audited financial statements were recently distributed, with the full audit report to follow. She noted that the auditors will provide their annual presentation at this week's Board meeting. Hornberg reminded the Committee that the annual Open Book will be held at Village Hall on May 18 from 4:00–6:00 p.m., followed by the Board of Review on June 8 from 4:00–6:00 p.m. She stated that staff has been working on the annual license renewal process, which will come before the Committee for review next month. Hornberg also reported that the annual room tax report, ARPA fund closing report, annual recycling grant, State expenditure restraint reports, and other quarterly reports have been completed and filed. Hornberg further commented that the 2026–2027 insurance renewals have been prepared and premium estimates are expected shortly. She added that the Wisconsin Retirement System (WRS) is implementing a major overhaul to its state system, and she has participated in many training sessions in preparation for the transition.

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

Consideration of Licenses Sam Kube/Rich Anderson motioned to recommend approval of Temporary Amendment to Liquor Premises for Specific Events as follows: Features 20th Anniversary Party to be held August 8, 2026; Alyson Haugen Breast Cancer Benefit to be held on August 8, 2026; 95.7 The Rock – Motorcycle Giveaway to be held on September 12, 2026; and Bags for Brian – Colon Cancer Benefit to be held on October 3, 2026, all at Features Sports Bar & Grill, 504 Holmen Drive North. The motion carried 3-0.

Administrator's Report Heinig remarked that discussions continue regarding development projects and concepts for new subdivisions, multifamily housing, and small commercial projects. He reported that a rezoning request will come before the Board this month for an investor planning a 3–4 unit strip mall on West Gaarder Road. Trustee Kube thanked Heinig for holding the line on the unreasonable increase requested by LADCO for annual membership dues. Heinig also updated the Committee on the beginning stages of boundary agreement discussions with the Town of Holland. Additionally, Heinig stated he would update the Board during Thursday night's closed session regarding the status of discussions with the owner of the condemned home on Gaarder Road.

Adjourn Rich Anderson/Sam Kube motioned to adjourn. The motion carried 3-0. The meeting adjourned at 5:46 pm.

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