Meeting Minutes
Village of Holmen Finance and Personnel Committee
October 6, 2026

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, October 6, 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 Lisa Kind, Karen Mc Cathie, Director of Operations & Finance/Clerk/Treasurer Hornberg, and Administrator Heinig, Karla Toppen and President Barlow arrived during the meeting.

Approval of Minutes Rich Anderson/Sam Kube motioned to approve the minutes of the September 8, 2026 meeting as presented. The motion carried 3-0.

Public Comment None

Consideration on use of professional fireworks for Jingle Fest Administrator Heinig explained that the Jingle Fest coordinators had approached him regarding the use of fireworks during the Jingle Fest event. He noted that, historically, fireworks in the Village of Holmen have only been permitted as part of the annual Kornfest event. He stated that, rather than using School District ballfield as is customary for Kornfest, the Jingle Fest organizers would like to utilize the grassy area between the Holmen Police Department and the Holmen Library. Heinig shared staff concerns regarding cleanup following the fireworks display and stated that the Board would need to be comfortable justifying why the circumstances warranted allowing fireworks for this event. Karen McCathie explained that the organizers hoped to have a small display at the conclusion of the parade, immediately following the lighting of the Christmas trees. The display would last approximately five to seven minutes and would be provided by Skyline Fireworks. She also noted that a sponsor had been secured for the attraction. Lisa Kind confirmed that the organizers did not anticipate requiring Village staff to perform cleanup following the event. She stated that numerous volunteers and downtown businesses would assist with cleanup, including addressing any debris that might remain until the spring thaw. Trustee Anderson stated that he had no objection as long as the organizers were responsible for cleanup. Trustee Jorstad inquired whether the Fire Chief might have concerns regarding the proposed location. Administrator Heinig stated that the location would be no more concerning than School District ballfield and confirmed that the organizers would be required to obtain a firework permit through the Clerk's Office, including approval from the Holmen Area Fire Chief. Trustee Kube inquired about the possibility of requiring a deposit. Heinig explained that any deposits associated with the Kornfest event were unrelated to the fireworks display.

Rich Anderson/Sam Kube moved to recommend approval of the use of professional fireworks for Jingle Fest as presented. The motion carried 3-0.

Clerk/Treasurer Report Hornberg reported that the 2027 budget will be published in the October 15 edition of the Courier and that the 2027 State Recycling Grant application has been filed. She also reported that Katie Kohlmeier will begin serving as Deputy Clerk/Deputy Treasurer on October 19, 2026. Hornberg stated that staff is excited to welcome Kohlmeier to the position.

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

Administrator's Report Heinig reported that an Open House will be held on Monday, November 9, for downtown businesses and the public to address any final questions regarding the Main Street Project. He stated that the project is expected to go out for bids by the end of 2026, with construction anticipated to begin in March 2027. He noted that Xcel Energy is currently relocating gas lines along Main Street in preparation for the project. Heinig reminded the group that the public hearing for the 2027 budget will be held at 6:30 p.m. on November 12, immediately preceding the Village Board meeting. Heinig also reported that he has recently been working with several major developers who are seeking land and opportunities for future investment. He stated that the developers have expressed encouragement regarding Holmen's efficient processes and welcoming business climate and indicated that 2027 is expected to be another year of continued progression and growth for the community. Heinig further reported that the Public Works Department is working with the DNR on testing and recommendations for a "Test PILOT Program," which could potentially serve as a model for future communities facing similar circumstances. Regarding "Project Dutch," Heinig reported that they will be moving forward with signing the necessary documents and hopes to obtain permits and begin construction before the end of 2026. The project is expected to bring approximately 600 jobs to Holmen.

Memorandum of Understanding with Hawkins, Ash, CPAs Sam Kube/Rich Anderson motioned to recommend approval of Memorandum of Understanding for the Years ending December 31, 2026, 2027 and 2028 with Hawkins, Ash, CPAs for audit services. Administrator Heinig expressed his support for the Hawkins, Ash, CPAs and noted that the proposed cost increases were modest. The motion carried 3-0.

Consideration of Purchase Rich Anderson/Sam Kube motioned to recommend approval to purchase a new Public Works 2026 Chevrolet Silverado 1500 from Morrie's Onalaska Chevrolet LLC. in the amount of $51,155.00. The motion carried 3-0.

Consideration for Resolution Sam Kube/Rich Anderson motioned to recommend approval of Resolution 5-2026, Fire District Levy Increase for the 2027 Budget and Change in Equalized Value, as presented. Administrator Heinig reviewed the joint agreement between the Town of Holland and Village of Holmen, which allows for a levy adjustment based on the U.S. Consumer Price Index plus 2%, with a maximum total increase of 5.3% to the Fire Department budget, in accordance with State law. The motion carried 3-0.

Adjourn Rich Anderson/Sam Kube motioned to adjourn. The motion carried 3-0. The meeting adjourned at 5:57 pm.

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