

**Village of Holmen
Board Proceedings
March 12, 2020**

President Barlow called the Holmen Village Board meeting to order at 7:00 pm on March 12, 2020, at the Holmen Village Hall.

Board members present: Patrick Barlow, Rich Anderson, Dawn Kulcinski, Rod Stanek and Micah Wyss. Doug Jorstad and Brandon Cain were excused. Also present were Jim Christenson, Andy & Linda Temte, Gale Ross, Dean McHugh, Dave Pehl, Rick Beyer, Jake Hawes, Sean Lentz, Public Works Director Mezera, Administrator Heinig, Park & Recreation Director Brogan, Police Chief Collins, Clerk/Treasurer Hornberg and Attorney Brian Weber.

Public Hearing

Rich Anderson/Dawn Kulcinski motioned to open the public hearing for Ordinance 2-2020, An Ordinance Amending Section 25-5 (Abatement of Nuisance - Weeds). The motion carried unanimously.

No one spoke on behalf of the ordinance changes. Administrator Heinig remarked that these modifications were created as a response to public concerns with residents that have recurring nuisance weeds issues.

Micah Wyss/Dawn Kulcinski motioned to close the public hearing at 7:03 pm. The motion carried unanimously.

Public Comment None

Minutes

Rich Anderson/Dawn Kulcinski motioned to approve the minutes of the February 13, 2020 Board meeting as presented. The motion carried unanimously.

Planning Commission

Dawn Kulcinski/Rod Stanek motioned to approve petition from RJ 35 LLC for change of zoning from (R-1) Single Family Residential District to (R-6) Zero Lot Line (Single Family Twindo) Residential District on approximately 3 acres of property immediately West of Briggs Road and immediately South of Sween Drive. The motion carried unanimously.

Rich Anderson/Dawn Kulcinski motioned to approve the preliminary plat from RJ 35 LLC for Sweens Addition. The motion carried unanimously.

Rich Anderson/Dawn Kulcinski motioned to approve termination and release of reservation for possible future street purposes north of Hidden Valley Road. Administrator Heinig noted that this is in response to a request from homeowners in order to release easements from previously held property in the case of future road needs which are no longer necessary. The motion carried unanimously.

Park, Recreation and Library Committee

Informational items only.

Law Enforcement Committee

Dawn Kulcinski/Micah Wyss motioned to approve the purchase of a camera for new squad car from Watchguard in the amount of \$6,845.00. The motion carried unanimously.

Dawn Kulcinski/Rod Stanek motioned to approve the purchase of a radar for new squad car from Stalker Radar in the amount of \$3,071.00. The motion carried unanimously.

Public Works Committee

Rich Anderson/Micah Wyss motioned to allow administrative approval of engineering plans for Hawkeye Subdivision. The motion carried unanimously.

Rich Anderson/Dawn Kulcinski motioned to approve engineering services for Well 7 rehab and inspection from Municipal Well in the amount of \$37,863.00. The motion carried unanimously.

Rich Anderson/Rod Stanek motioned to approve the purchase of a spare pump for Village Crossing North lift station from Lackore Electric Motor Repair, LLC in the amount of \$10,615.00. The motion carried unanimously.

Rich Anderson/Micah Wyss motioned to approve Ordinance 2-2020, An Ordinance Amending Section 25-5 (Abatement of Nuisance – Weeds). The motion carried unanimously.

Dawn Kulcinski/Rich Anderson motioned to approve the Industrial Discharge Contract for Holmen Cheese LLC. Trustee Stanek inquired as to if this contract is open to adjustments in the future based on staff recommendations. Administrator Heinig stated that this contract is for a 1-year period in order to make amendments as necessary after partnering with Holmen Cheese during the first months of operations. The contract was crafted using La Crosse's experiences with similar businesses, and the goal is to outline the expectations and requirements for the sewer discharge to protect Village infrastructure. The motion carried unanimously.

Rich Anderson/Dawn Kulcinski motioned to approve engineering plans for Bluffview Business Park Phase 2. The motion carried unanimously.

Finance and Personnel Committee

Rod Stanek/Micah Wyss motioned to approve payment of the claims as presented for a total amount of \$1,096,361.06. The motion carried unanimously.

Rich Anderson/Micah Wyss motioned to approve Operator's Licenses for James J. Papenfuss and Jamie L. Grandt – Features Sports Bar & Grill and Braidyn F. Ruetten – The Grind Coffee House. The motion carried unanimously.

Sean Lentz, Senior Municipal Advisor from Ehlers, presented Sale Day report for the General Obligation Street Improvement Bonds, Series 2020A and answered any questions. He mentioned that due to uncertainty in the market from COVID-19, there was some concern about the potential for buyers in the market today. However, he was pleased to share that we received five bids with rates which put us in a better position than what was predicted in the pre-sale report. Lentz advised that it might be wise to move forward with the Resolution to approve the bid this evening since the street projects are ready for construction and the market most likely will remain uncertain for some time.

Rich Anderson/Dawn Kulcinski motioned to approve Resolution 3-2020, Resolution Awarding the Sale of \$4,920,000 General Obligation Street Improvement Bonds, Series 2020A. The motion carried unanimously.

Dawn Kulcinski/Rod Stanek motioned to approve Memorandum of Understanding between the Village of Holmen and Holmen Community Center. Administrator Heinig commented that this Agreement acknowledges previously agreed to annual payments of \$50,000 to support senior services in the facility. He mentioned that if the Board still agreed to support the programming for seniors, that this Agreement specifies its validity only as senior services continue. A partial payment of \$25,000 for 2020 was also added to the Agreement to provide monetary support for startup costs associated with beginning to provide senior programming and services. Trustee Wyss inquired as to if the partial payment for \$25,000 was included in the original \$500,000 commitment; Administrator Heinig stated that this would be in addition to that original pledge. The motion carried unanimously.

Dawn Kulcinski/Micah Wyss motioned to approve Development Agreement for Hawkeye Business Park. President Barlow inquired as to the developer's full understanding of requirements as described in this Agreement; Administrator Heinig affirmed that the developer has a clear understanding of all obligations within this document. Heinig also stated that this Agreement includes Village reimbursements to the subdivider in an amount of \$67,000 to offset the request by Village staff for oversizing infrastructure. The motion carried unanimously.

Rich Anderson/Dawn Kulcinski motioned to recommend approval of Development Agreement for Bluffview Business Park Phase 2. Administrator Heinig mentioned that this Agreement was fully understood by both parties, and there were no incentives or reimbursements within this document. The motion carried unanimously.

Rich Anderson/Micah Wyss motioned to approve a contract for services with Coldwell Banker River Valley Realtors, C. Olson, for marketing and sale of random Village properties as presented. The motion carried unanimously.

Shared Ride Committee

Trustee Wyss reported that ridership increased by 187 (from 1,061 to 1,248 from January 2019 to January 2020).

Municipal Court Update

Informational items only.

Fire Board Report

Informational items only.

County Supervisor's Report

County Supervisor/President Barlow reported on the County's response to recent COVID-19 concerns. He stated that the County is suggesting residents be prepared, have good hygiene and stay home if ill; the focus is on readiness and preparation. Barlow stated that he is confident the La Crosse health system is prepared to help reduce the spread of this virus.

President's Report

Informational items only.

Other Items before the Board

Rich Anderson/Dawn Kulcinski motioned to approve David Pehl to fill the vacated seat on the Police Commission. The motion carried unanimously.

Chief Collins remarked on his appreciation of the Holmen Rotary's donation of \$6,000 to support the purchase of the new K-9. He mentioned that the dog, while staying with his trainer, woke the family when smoke alarms did not respond to a fire and saved their lives.

Director Mezera remarked that all Public Works related conferences announced cancellations today due to COVID-19 concerns.

Director Brogan stated that for the same reason, many or all Park & Recreation programs may be delayed or cancelled; they will make decisions correlating with the School District of Holmen and error on the side of safety for participants.

Trustee Anderson thanked Attorney Weber and Administrator Heinig for the hard work on the Agreements and contracts that were presented this evening.

Trustee Kulcinski offered her surplus of hand sanitizer to any that needed some; Clerk/Treasurer Hornberg remarked that they could use some for the Election since it was no longer available to purchase anywhere.

Clerk/Treasurer Hornberg stated that in concern for the COVID-19 virus, the County plans to provide enough pens for all voters to keep, as well as bacteria wipes for the polling place. She stated that SVD nursing home voting will be eliminated for an undetermined timeframe; otherwise, there should be no changes to Election Day aside from increased sanitary efforts.

Administrator Heinig remarked that many important items were acted on this evening and he thanked administrative staff as well as Board members for all of their efforts.

Closed Session

At 8:15 pm, Dawn Kulcinski/Micah Wyss motioned to convene into closed session per Wisconsin State Statute *Authority: §19.85(1) (e)* Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session

Purpose: Potential Sale of Village Property
Potential Purchase of Village Property

The motion carried unanimously.

At 8:43 pm, Dawn Kulcinski/Micah Wyss motioned to reconvene into open session per Wisconsin State Statute 19.85(2). The motion carried unanimously.

Dawn Kulcinski/Rich Anderson motioned to direct staff to move forward with negotiations on properties consistent with discussion in closed session. The motion carried unanimously.

Micah Wyss/Dawn Kulcinski motioned to adjourn. The motion carried unanimously. The meeting adjourned at 8:44 pm.

Angela A. Hornberg, Village Clerk/Treasurer