

**Village of Holmen
Board Proceedings
May 10, 2018**

President Proctor called the Holmen Village Board meeting to order at 7:00 pm on May 10, 2018, at the Holmen Village Hall.

Board members present: Nancy Proctor, Doug Jorstad, Dawn Kulcinski, Rich Anderson, Steve Johnston, Brandon Cain and Rodney Stanek. Also present were Jeremy Cook, Joe Haas, Paul Menches, Dean McHugh, Tim Lysaker, Patrick McHugh, Richard Berg, Public Works Asst. Director Mezera, Administrator Heinig, Park & Recreation Director Brogan, Public Works Director Olson, Police Chief Collins, Clerk/Treasurer Hornberg, Attorney Brian Weber and Pat McKnight.

Public Comment

None.

Presentation

Joe Haas from Hawkins Ash CPAs presented the 2017 audit and offered to answer questions pertaining to the audit.

Minutes

Dawn Kulcinski/Doug Jorstad motioned to approve the minutes of the April 12, 2018, Board meeting and April 17, 2018, Special Board meeting as presented. The motion carried unanimously.

Planning Commission

Dawn Kulcinski/Steve Johnston motioned to approve petition from Judy McHugh (owner), as amended by the Planning Commission, for rezone of approximately 100 acres from (A) Agricultural District and (LI) Light Industrial District on property south of Old 93—approximately 500' west of Hwy. 53, to (R-1) Single Family Residential District, (R-5) Multiple Family Residential District and (R-6) Twindo Residential District and (C) Conservancy. The motion carried with Stanek, Anderson, Proctor, Jorstad, Kulcinski and Johnston in favor; Cain abstained.

Rich Anderson/Dawn Kulcinski motioned to approve Preliminary Plat for King's Bluff (Judy McHugh) on property south of Old 93—approximately 500' west of Hwy. The motion carried with Stanek, Anderson, Proctor, Jorstad, Kulcinski and Johnston in favor; Cain abstained.

Steve Johnston/Doug Jorstad motioned to approve petition by Holmen Development LLC (owner) for rezone of 30.97 acres from (A) Agricultural District on property north of Green Mound Cemetery and east of Hwy. 53 and west of Bluffview Court, to (R-6) Zero Lot Line Two Family Residential District and to (R-5) Multiple Family Residential District. Administrator Heinig mentioned concerns brought up by Mathy Construction at the Planning Commission public hearing in regards to their trucks traveling to the quarry on Bluffview Court and the sounds that come from such operations. Administrator Heinig remarked that Mathy was assured that acceptance of zoning changes should in no way impede their quarry operations nearby. The motion carried unanimously.

Steve Johnston/Doug Jorstad motioned to approve Preliminary Plat for Bluffview Heights (Holmen Development LLC) on property north of Green Mound Cemetery and east of Hwy. 53 and west of Bluffview Court. The motion carried unanimously.

Park, Recreation and Library Committee

Rich Anderson/Dawn Kulcinski motioned to approve Holmen American Legion Park Reservation Request for use of Halfway Creek Park for Kornfest to be held August 17-19, 2018. The motion carried unanimously.

Dawn Kulcinski/Steve Johnston motioned to approve the purchase of a robotic pool cleaner for Holmen Area Aquatic Center from Carrico Aquatic Resources, Inc. in the amount of \$12,025.00. The motion carried unanimously.

Rich Anderson/Dawn Kulcinski motioned to approve the purchase of a stump grinder for Village facilities from Bobcat of the Coulee Region in the amount of \$6,016.00; Imprellis reserved funds will be utilized for this purchase. The motion carried unanimously.

Law Enforcement Committee

Informational items only.

Public Works Committee

Rich Anderson/Dawn Kulcinski motioned to award the contract for 2018 miscellaneous sidewalk replacement project to Fowler & Hammer in the amount of \$25,997.25. The motion carried unanimously.

Rich Anderson/Doug Jorstad motioned to award the contract for Sunset Drive utilities project to McHugh Excavating in the amount of \$243,786.00. The motion carried unanimously.

Rich Anderson/Dawn Kulcinski motioned to approve the agreement for detention pond weed control services with Turf Maintenance in the amount of \$4,000.00. The motion carried unanimously.

Rich Anderson/Dawn Kulcinski motioned to approve a Village policy for cell phone reimbursement to permanent, full-time Public Works staff, for personal use of cell phones in an amount not to exceed \$300.00 annually. The motion carried unanimously.

Rich Anderson/Dawn Kulcinski motioned to approve purchase of confined space rescue system and harness from Safe-Fast Inc. in the amount of \$2,592.82. The motion carried unanimously.

Finance and Personnel Committee

Doug Jorstad/Steve Johnston motioned to approve payment of the claims as presented for a total amount of \$526,196.57. The motion carried unanimously.

Doug Jorstad/Rich Anderson motioned to approve temporary amendment to liquor premises for specific event: HD Tavern – Grand Opening to be held on May 12, 2018, from 11:00 am to 10:00 pm, located at 609 N. Holmen Drive. Trustee Jorstad remarked that owner Daryl Holley attended the Finance Committee meeting to address concerns with parking, facility and security issues. The motion carried unanimously.

Doug Jorstad/Dawn Kulcinski motioned to approve Operator's Licenses for Bruce W. Wemette and Leo T. Hoeft – Holmen American Legion and Elizabeth D. Paar – HD Tavern. The motion carried unanimously.

Shared Ride Committee

Trustee Cain reported that ridership increased by 176 (from 1122 to 1298 from March 2017 to March 2018).

Municipal Court Update

Informational items only.

Fire Board Report

Trustee Johnston commented that he was recently elected Fire Board President and remarked that he feels his responsibility in that role is to the Holmen residents, the Village Board and also to the Fire Department staff and District. He reviewed the challenges that the Fire Department faces; they are currently understaffed, under led, underequipped and underfunded. He mentioned that the district covers 98 square miles, 6 of which are

Village of Holmen residents; this is one of the largest fire districts in the State of Wisconsin. He stated the importance of a unified staff with a primary goal of fire safety for all three communities. Johnston offered himself and Trustee Jorstad as a source for any questions or concerns for the Holmen Area Fire District. He feels that the Fire District has many great challenges ahead and fire safety has to be the primary reason to face these challenges. Johnston assured the Board that working together; he feels the District can overcome all four obstacles in a short amount of time. Trustee Jorstad mentioned the increased need in funds for administrative roles, part-time staff and equipment which provide budget challenges for the department. He stated that the current ladder truck is almost 30 years old and is not working properly; recent fires under extreme winter conditions have taken a toll on the vehicles. Jorstad stated the cost to convert the ladder truck to be used only as a pumper truck would be approximately \$9,000.00, renovation of the truck would have an estimated cost of \$64,000.00. He mentioned that although there are mutual aid agreements in place to partner for other local municipalities in the event of an emergency, there is a concern with response time in that situation. Jorstad stated that the cost of a new ladder truck is approximately \$850,000.00; a cost to the Village of Holmen of just under \$300,000.00. Trustee Johnston remarked that the ladder truck is the Fire Department's first line of defense and without it; we are compromising all three communities' safety. He reviewed information provided to the Board on the Quint truck, which has five uses and would be the most cost-effective way to meet the Fire District needs for 20-25 years. Trustee Johnston asked for Administrator Heinig's comments regarding the discussion. Heinig stated that as long as the Fire District is functional with fair share cost between the three jurisdictions, he is not at all concerned with the expenditure of the necessary funds in order to take care of our residents. Chief Menches commented that the Quint concept will combine two old trucks into one dual-functioning truck. He stated this truck includes safety features, such as a platform for the aerial, that are essential to protect staff and residents. He stated this truck would fulfill needs necessary to meet ISO ratings, and make better use of fleet and staff time. Menches remarked that this truck would take a minimum of a year to build so a decision should be made soon. Trustees commented in support of continuing discussions of this at the Fire Board level for future potential action.

County Supervisor's Report

No attendance.

President's Report

Informational items only.

Other Items before the Board

Chief Collins mentioned the new police squads have been received and would be operational within a week; he thanked Director Olson for his service to the Village.

Director Olson remarked that this was his last meeting before he retires at the end of May; he thanked staff and board members, both past and present, for the supportive work environment that helped make difficult jobs much easier.

Director Brogan mentioned upcoming events such as the Touch a Truck event on May 19th, Movie in the Park on June 1st, and the first Concert in the park to be held on June 3rd.

Trustee Anderson thanked Director Olson and remarked to soon-to-be Director Mezera that he would work just as hard with Mezera as he did with Olson.

Trustee Jorstad thanked Director Olson and stated that he enjoyed working with him; he wished him the best in his retirement.

Trustee Kulcinski stated that she would miss seeing Director Olson on the streets before anyone else is; she thanked Clerk/Treasurer Hornberg for the good financial audit.

Trustee Johnston stated that Director Olson will be missed but that he has confidence that Mezera will continue his legacy.

Clerk/Treasurer Hornberg mentioned that website pictures would be taken of Board members at the conclusion of this meeting.

Attorney Weber remarked that it has been a pleasure to work with Director Olson.

President Proctor thanked Director Olson for everything.

Doug Jorstad/Dawn Kulcinski motioned to adjourn. The motion carried unanimously. The meeting adjourned at 8:20 pm.

Angela A. Hornberg, Village Clerk/Treasurer