

**Village of Holmen
Board Proceedings
May 11, 2023**

President Barlow called the Holmen Village Board meeting to order at 7:00 pm on May 11, 2023, at the Holmen Village Hall.

Board members present: Patrick Barlow, Rich Anderson, Rod Stanek, Travis Elam, Doug Jorstad, Dawn Kulcinski and Micah Wyss. Also present were Shannon Christianson and acquaintance, Joe Haas, Pam Viner, Administrator Heinig, Clerk/Treasurer Hornberg, Public Works Director Mezera, Chief Collins, Engineer Dahl, Park & Recreation Director Brogan and Attorney Weber.

Special Presentation

Joe Haas from Hawkins Ash CPAs presented the 2022 audit and offered to answer questions pertaining to the audit.

Public Comment

Shannon Christianson, 229 Gaarder Rd. E., requested that the Board consider an amendment to the current dog ordinance to allow an increase in quantity of allowable pets to accommodate short-term dog fostering.

Minutes

Rich Anderson/Travis Elam motioned to approve the minutes of the April 13, 2023 Board meeting and April 18, 2023 Special Board meeting as presented. The motion carried 7-0.

Planning Commission

Dawn Kulcinski/Rich Anderson motioned to approve the petition by Hearten House III (Juniper Lane) for a Modification to Existing Conditional Use Permit (On-site Nursing and Care in an R-5 Zone) to also allow for Restricted On-site Small Agricultural Therapy Animals for Such Care, exclusively for therapy applications in a nursing care facility; the animals must be kept at least 250 feet from any residential zoned property, the animals and their containment must be properly maintained, the small therapy animals permitted shall be only chicken hens, and not exceed ten animals. The motion carried 7-0.

Dawn Kulcinski/Travis Elam motioned to approve the petition by Bluffview Memory Care (Bluffview Court) for a Modification to Existing Conditional Use Permit (On-site Nursing and Care in an R-5 Zone) to also allow for Restricted On-site Small Agricultural Therapy Animals for Such Care, exclusively for therapy applications in a nursing care facility; the animals must be kept at least 250 feet from any residential zoned property, the animals and their containment must be properly maintained, the small therapy animals permitted shall be only chicken hens, and not exceed ten animals. The motion carried 7-0.

Park, Recreation and Library Committee

Micah Wyss/Doug Jorstad motioned to approve special event request by Holmen American Legion for Kornfest on August 18-20, 2023, at Halfway Creek Park. The motion carried 7-0.

Law Enforcement Committee

No meeting was held.

Public Works Committee

Rich Anderson/Travis Elam motioned to approve 2023 sidewalk replacement project in the amount of \$36,815.40 from Fowler & Hammer. The motion carried 7-0.

Rich Anderson/Rod Stanek motioned to approve Scott Drive engineering plans as presented. The motion carried 7-0.

Finance and Personnel Committee

Doug Jorstad/Micah Wyss motioned to approve payment of the claims as presented for the amount of \$2,609,479.00. The motion carried 7-0.

Trustee Jorstad mentioned that the website development proposal from Vision Design Group was approved at Committee.

Shared Ride Committee

No meeting was held.

Municipal Court Update

Informational items only.

Fire Board Report

Informational items only.

Bluffland Coalition Report

Informational items only.

County Supervisor's Report

Supervisor Viner commented that the County is working towards ordinance changes for rental properties in order to protect neighbors around those rentals. She mentioned that ATV/UTVs continue to be a hot topic and reported that she has created a draft ordinance to begin discussion on the issue; she is hoping a final document will be finalized by July.

President's Report

President Barlow reported that the NASA fundraiser raised an additional \$30,000.00; the total raised is now enough to place the order for the park equipment. Barlow invited all to attend the Law Enforcement Memorial Ceremony to be held at Halfway Creek Park on May 15th at 10:00 am.

Rod Stanek/Doug Jorstad motioned to approve President Barlow's appointment of Kevin Baird for Planning Commission, filling seat vacated by Greg Grokowsky. The motion carried 7-0.

Other Items before the Board

Chief Collins stated that three new officers will be introduced and sworn in prior to the June 8th Board meeting.

Trustees shared their appreciation of Clerk/Treasurer Hornberg for efforts in the 2022 audit, as well as all staff for their hard work and cooperation.

Closed Session

At 8:12 pm, Travis Elam/Dawn Kulcinski motioned to convene into closed session per Wisconsin State Statute

Authority: §19.85(1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Purpose: Update on Employment Transitions

and

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: Review of Fire District's Proposed Fire Commission Bylaws

The motion carried 7-0.

At 9:03 pm, Rod Stanek/Dawn Kulcinski motioned to reconvene into open session per Wisconsin State Statute 19.85(2). The motion carried 7-0.

Micah Wyss/Dawn Kulcinski motioned for Administrator Heinig to make an employment offer to Chris Geary for anticipated opening of Park & Recreation Director position. The motion carried 7-0.

Rich Anderson/Travis Elam motioned to direct Fire Representatives to work with District to support the creation of Fire Commission and adoption of related bylaws. The motion carried 7-0.

Doug Jorstad/Dawn Kulcinski motioned to adjourn the meeting at 9:10 pm. The motion carried 7-0.

Angela A. Hornberg, Village Clerk/Treasurer