

**Village of Holmen  
Board Proceedings  
May 12, 2022**

President Barlow called the Holmen Village Board meeting to order at 7:00 pm on May 12, 2022, at the Holmen Village Hall.

Board members present: Patrick Barlow, Doug Jorstad, Rich Anderson, Rod Stanek, Travis Elam and Micah Wyss. Dawn Kulcinski was excused. Also present were Mike Howe, Monica Hauser, Kathy Scheller, Pam Viner, Attorney Weber, Administrator Heinig, Clerk/Treasurer Hornberg, Public Works Director Mezera, Chief Collins, Engineer Dahl and Park & Recreation Director Brogan.

**Public Hearing**

At 7:01 pm, Rich Anderson/Doug Jorstad motioned to open the public hearing for Ordinance 2-2022, An Ordinance Relating to the Confidentiality of Information about Income and Expenses Requested by the Assessor. The motion carried unanimously.

No one spoke on behalf of the proposed Ordinance.

Doug Jorstad/Travis Elam motioned to close the public hearing at 7:02 pm. The motion carried unanimously.

**Special Presentation**

Kathy Scheller introduced MetroNet, a fiber optic internet company that has begun establishing services in La Crosse and Onalaska, and plans to also add service in the Holmen area. She reviewed the benefits of fiber which provide higher internet speeds, exclusive access and an increase to home values. She stated that MetroNet has a high level of customer service, a local presence, superior services and will provide restoration to areas of construction within 24-48 hours. In addition to providing direct neighborhood communication by mail, as well as providing a construction website, the company will also be in contact with Village of Holmen staff to give updates on community status.

Monica Hauser from Hawkins Ash CPAs presented the 2021 audit and offered to answer questions pertaining to the audit.

**Public Comment**

None.

**Minutes**

Rich Anderson/Travis Elam motioned to approve the minutes of the April 14, 2022 Board meeting and April 19, 2022 Special Board Meeting as presented. The motion carried unanimously.

**Planning Commission**

No meeting was held. President Barlow complimented the new Winona National Bank that had its grand opening this evening.

**Park, Recreation and Library Committee**

Micah Wyss/Travis Elam motioned to approve contract with Carrico Aquatic Resources for water management, chemicals and equipment at the Holmen Aquatic Center; amount of \$27,625 in 2022 and \$29,000 in 2023. Department Head Brogan reviewed the changes to the contract which include changes to the treatment process and tank rental charges that we haven't been included in the contract in the past; he also explained that chemical costs have greatly increased in 2022. The motion carried unanimously.

### **Law Enforcement Committee**

No meeting was held. President Barlow commented that the High School appreciated the presentation by Hintz and Halo this week.

### **Public Works Committee**

Rich Anderson/Travis Elam motioned to approve proposal from Fowler & Hammer for 2022 sidewalk replacement project. Trustee Jorstad inquired as to the area of the improvements. Administrator Heinig stated that all work would be in Remington Hills and that approximately 40% of residents in the area had their boulevard trees removed in order to avoid future sidewalk replacement needs. He reminded the Board that the Village agreed to pay for the replacements in situations where the property owner removed problem trees; the rest of the replacements will be special assessed to the properties. The motion carried unanimously.

Rich Anderson/Travis Elam motioned to approve a permit for TDS Telecom to install fiber optic cable in right-of-way in the Village of Holmen with the following stipulations: obtain street opening permit with fee per lot, fee of \$1.00 per linear foot for Engineering oversight and security in the form of a bond or letter of credit in relation to the value of the infrastructure potentially impacted, and to provide a neighborhood communication and outreach plan prior to construction. Administrator Heinig explained that requests such as these will become more common and that we need to develop a set of standards for issuing these permits that will protect our residents. The motion carried unanimously.

Rich Anderson/Travis Elam motioned to approve Second Addition to Seven Bridges Improvements pending administrative review. The motion carried unanimously.

Rich Anderson/Travis Elam motioned to accept surcharges of approximately \$14,000.00 for the new plow truck. Due to supply chain issues, the truck that was ordered in 2021 will be delayed until 2023 and surcharges will apply to the final cost. The motion carried unanimously.

### **Finance and Personnel Committee**

Doug Jorstad/Rich Anderson motioned to approve payment of the claims as presented for a total amount of \$1,356,934.43. The motion carried unanimously.

Doug Jorstad/Rod Stanek motioned to approve Ordinance 2-2022, An Ordinance Relating to the Confidentiality of Information about Income and Expenses Requested by the Assessor. The motion carried unanimously.

Doug Jorstad/Travis Elam motioned to approve Resolution 6-2022, Adopting a Modified Fund Balance Policy, that requires holding a minimum unassigned General Fund Balance of between 50% to 75% of the subsequent year's budgeted expenditures (excluding capital outlay/projects). Heinig explained that this will ensure consistent appropriate cash flow, help ensure our new S&P AA rating, as well as provide security in the case of emergency situations. The motion carried unanimously.

### **Shared Ride Committee**

No meeting was held.

### **Municipal Court Update**

Informational items only.

### **Fire Board Report**

Trustee Stanek shared that March call numbers were 112 compared to 92 in February. He stated that he recently attended interviews for part-time help at the Department. President Barlow stated that he has been pleased with the transition of new Interim Chief Murphy.

**Bluffland Coalition Report**

Trustee Stanek attended his first virtual meeting; he mentioned that the group submitted a grant and that their vision is for trails that would go from Drugan's to Goose Island. He commented that currently maps are being created of available trails in the area.

**County Supervisor's Report**

Supervisor Viner stated that the County was in the reorganization phase for this month's meetings. She mentioned that Steve O'Malley will officially retire in August and that Jane Klekamp will be the interim Administrator.

**President's Report**

President Barlow shared information on a new effort partnering with Shrpa Company to encourage and market local travel sites. He also mentioned that he was excited to attend the 16<sup>th</sup> annual mayor prayer breakfast in La Crosse on May 5<sup>th</sup>.

**Other Items before the Board**

Chief Collins remarked that the Police Commission recently hired Charles Fah who will begin on June 6<sup>th</sup> and Philip Anderson who will begin on June 20<sup>th</sup>.

Engineer Dahl stated that the 2022 construction season has begun.

Administrator Heinig was pleased to announced that the County has recently given approval for the use of right-of-way use without stipulation on Briggs and McHugh Road. He stated that a collaboration between the Village of Holmen, Town of Holland and Holmen Area School District will allow a roundabout to be constructed in order to increase safety in the area. The School District, using referendum funds, will pay for 50% of the project, Town of Holland will pay 25% and the Village of Holmen will pay 25%, as well as act as project manager and provide engineer oversight for the roundabout.

Trustee Jorstad thanked Administrator Heinig and Clerk/Treasurer Hornberg for their efforts in the 2021 audit.

President Barlow thanked everyone for their efforts.

**Closed Session**

At 8:23 pm, Rod Stanek/Doug Jorstad 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: Fire Board Contract & Potential Sale of Land

The motion carried unanimously.

At 9:34 pm, Micah Wyss/Doug Jorstad motioned to reconvene into open session per Wisconsin State Statute 19.85(2). The motion carried unanimously.

No action items were required after closed session.

Doug Jorstad/Travis Elam motioned to adjourn the meeting at 9:35 pm. The motion carried unanimously.

Angela A. Hornberg, Village Clerk/Treasurer