

Meeting Minutes
Village of Holmen Finance and Personnel Committee
February 6, 2018

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, February 6, 2018, in the Village Board Room.

Trustee Doug Jorstad called the meeting to order at 5:00 pm.

Present at the meeting: Committee members Doug Jorstad, Dawn Kulcinski and Rich Anderson. Also in attendance were Rhonda Hesselberg, Nancy Proctor, Scott Heinig and Angie Hornberg.

Approval of Minutes Rich Anderson/Dawn Kulcinski motioned to approve the minutes of the January 9, 2018, meeting. The motion carried unanimously.

Public Comment None.

Clerk/Treasurer Report Hornberg reported to the Committee that tax collections are wrapping up this week; settlement checks will be in the March Board payable report. She thanked Rhonda Hesselberg for all of her hard work during a very busy tax season with collections over the past two months totaling over ten million dollars. Hornberg commented that annual payroll reports had been recently completed, and that she is now preparing for the upcoming audit and insurance renewals in March. She mentioned that the Spring Primary Election would be held on February 20th, and the Spring Election on April 3rd. Hornberg remarked that Deputy Clerk Croell has announced her retirement for early April and that this position, along with the Public Works Director and a Park & Recreation Laborer position, are being advertised at this time.

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

Consideration of Licenses Rich Anderson/Dawn Kulcinski motioned to recommend approval of Operator's License for Katerina N. Gerke – Kwik Trip #568 Hale Drive. The motion carried unanimously.

Administrator's Report Heinig updated the Committee on planning and economic development issues that have come up recently; the McHughs have decided not to move forward with the industrial park partnership with the Village and are seeking instead to use the area for residential growth only, which is not permissible in the Village's Comprehensive Plan or the TIF #2 growth requirements. Also, at the last Planning Commission meeting, Cole Addition, Phase 2 rezoning and plat were denied due to resident concerns. The developer will need to make amendments before they can resubmit their zoning petition. Heinig commented on the success of McGilvray Park, as well as a recently approved strip mall development on Holmen Drive, Old Towne Center, which will be a beautiful addition to the Village. Heinig reviewed the job positions that are being advertised, and commented that the Police Reserve unit has now been established and should be a great asset to the Police Department. He mentioned that at the annual Holmen Business Association dinner, the business community had a new energy, pride and excitement for the future. Heinig discussed the Holmen Drive paving issues that are still being negotiated with the County but affirmed that Mathy Construction will be prepared to resurface the road in June. He expressed disappointment in the way that Ron Chamberlain provided mistaken information to the media regarding the Village's desire to choose to move forward with paving in spite of being cautioned by the County against doing so. Heinig also informed the Committee of the Public Works item for approval this Board meeting regarding the need to amend the WWTP Design to accommodate new technology that will allow for a more affordable and efficient filtration system.

Approval of Contract for Services Rich Anderson/Dawn Kulcinski motioned to approve contract for services, for DNR Environmental Loan Application and financing for a new Wastewater Treatment Facility. The motion carried unanimously.

Adjourn Dawn Kulcinski/Rich Anderson motioned to adjourn. The motion carried unanimously. The meeting adjourned at 5:59 pm.

Minutes by Angela Hornberg, Village Clerk/Treasurer