

Meeting Minutes
Village of Holmen Finance and Personnel Committee
March 8, 2022

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, March 8, 2022, at the Holmen Village Hall.

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

Present at the meeting: Committee members Doug Jorstad, Rich Anderson and Micah Wyss. Also in attendance were Administrator Heinig and Clerk/Treasurer Hornberg.

Approval of Minutes Micah Wyss/Rich Anderson motioned to approve the minutes of the February 8, 2022 meeting. The motion carried unanimously.

Public Comment None.

Clerk/Treasurer Report Hornberg commented that all 2022A bond paperwork has been completed, funds have been received and the 2021 note payoff, which was refinanced within the bond, is included in the payable list for review this evening. She stated that the auditors will be in the office March 21-23. Hornberg mentioned that the Spring Election will be on April 5th.

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

Consideration of License Rich Anderson/Micah Wyss motioned to recommend denial of Edgar (Maya) Campos's License, with a 12-month waiting period from application date before re-application of Operator's License can occur. The motion carried unanimously.

Administrator's Report Heinig updated the Committee that a thirty-acre annexation will come before the Board on Thursday for review. He also mentioned that Developer Agreements, as well as Engineering Plans, for two new subdivisions will also be presented for approval. Heinig stated that park project plans are proceeding well and bids for construction will be presented in April. He mentioned that design discussions have also begun on the new Public Works/Parks Shop Facility. Heinig remarked that the Police Commission will hold interviews this evening for potential internal promotions for the vacated Lieutenant and Investigator positions; interviews for replacements from the promotions will occur on April 19th. He commented that the recent meeting with the TIF Joint Review Board led to unanimous agreement to extend the life of TIF 2 by six years; this extension will allow for the revenue stream to pay for the North water project as was always intended. Heinig updated the Board on the ongoing issue with a structure built across two lot lines on Red Clover St. He is continuing to try to work with the owner to have the illegal structure removed; citations have been issued since the promised 2021 demolition has not yet occurred.

Developer's Agreement for West Ridge Addition (formerly Sunrise Addition) Micah Wyss/Rich Anderson motioned to recommend approval of Developer's Agreement for West Ridge Addition. Administrator Heinig noted that this is a standard agreement; aside from the main upsizing costs that the Village requested in the amount of approximately \$40,000, there will also be a contribution from the developer in the amount of \$90,000 to be given to the Village in lieu of park land. The motion carried unanimously.

Developer's Agreement for Cole Addition Six Micah Wyss/Rich Anderson motioned to recommend approval of Developer's Agreement for Cole Addition Six. Administrator Heinig stated that this is a standard agreement. Within this project there will be some rerouting access to Empire St.; the Village will reimburse for some asphalt costs due to relocation of the Compost Site driveway to Bridger Dr. The motion carried unanimously.

Adjourn Micah Wyss/Rich Anderson motioned to adjourn. The motion carried unanimously. The meeting adjourned at 5:55 pm.

Minutes by Angela Hornberg, Village Clerk/Treasurer