

Meeting Minutes
Village of Holmen Finance and Personnel Committee
October 6, 2020

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, October 6, 2020, 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 Karen McCathie, Jen Woyicki, Police Chief Collins, Administrator Heinig and Clerk/Treasurer Hornberg.

Approval of Minutes Rich Anderson/Micah Wyss motioned to approve the minutes of the September 8, 2020 meeting. The motion carried unanimously.

Public Comment Karen McCathie shared ideas for the proposed Holiday Festival in downtown Holmen. She and other local business owners are seeking approval to organize and host this event on December 5, 2020. They are hoping to hold activities such as a torchlight parade, horse-drawn carriage rides, a wandering Santa and Christmas caroling. They also hope to provide social distanced vendor sites for Holmen businesses, as well as local artisans and crafters. McCathie requested the use of Village green space in the downtown area, as well as electricity access for tree lighting events. They are asking to shut down a portion of Main Street between Linden Drive and County V for approximately 1-2 hours for the parade. The local business owners are hoping to provide our community with a festive and joyful community occasion that could be held as an annual event. They answered the Committees questions regarding plans for providing protection for participants. Administrator Heinig addressed questions and concerns regarding green space rental and coordination of various Village departments in order to close streets and provide electrical services.

Consideration of Holiday Festival along Main Street Micah Wyss/Rich Anderson motioned to recommend support of a new holiday festival along Main Street on December 5, 2020. The motion carried unanimously.

Clerk/Treasurer Report Hornberg noted that she recently filed the 2021 recycling grant; amounts should hopefully increase to offset increased recycling cart costs that began in 2020. She stated that the proposed 2021 budget has been placed on the Village website for public review and has been distributed for final review before the November 12th public hearing. Hornberg commented that to date, 2,350 absentee ballots have been requested and about half have been returned. She mentioned again that outside groups are creating lots of confusion for voters, and complimented the office staff for all of their hard work keeping up with everything during this very busy time.

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

Consideration of Licenses Rich Anderson/Micah Wyss motioned to recommend approval of Operator's License for Grace C. Pina – The Grind. The motion carried unanimously.

Consideration of Resolution Micah Wyss/Rich Anderson motioned to approve Resolution 7-2020, Resolution to Authorize the Village Clerk as Board Designee to Oversee and Approve Operator's Licenses. Chief Collins updated the Committee on the procedure he follows when reviewing operator license requests. Administrator Heinig remarked that if this resolution is approved, the Village Clerk will make the decision to approve or not approve based on the Police Chief's recommendation. Anything that is denied by the Chief will be presented to this Committee, as well as the Village Board to review. For licenses that are deemed acceptable by the Chief, the requestor will be able to receive the license within days rather than waiting for sometimes 5 weeks until the next Board meeting. Acceptance of this resolution will hopefully be more efficient for the local businesses and yet continue the current process of the Police Chief's very thorough review of the applicants. The motion carried unanimously.

Administrator's Report Heinig updated the Committee on the many planning and economic development items currently in progress and coming along well. Seven Bridges West and Pertzsch Farm residential subdivisions, as well as Bluffview commercial subdivision, have all progressed successfully and will be ready for development soon. Heinig shared concerns over McCathie's design of their 4-story Holmen Plaza which isn't SPAR compliant; they will seek approval from Planning Commission at the end of October. He remarked on how well the Hale Drive bridge turned out and mentioned that lights will be added to the area soon. Heinig also mentioned that the new Boys and Girls Club is a blessing and he encouraged members to stop in to see the facility. He also thanked Clerk/Treasurer Hornberg for her work on the 2021 budget and thanked the Committee for their support of the proposed budget. He mentioned that the sewer project is proceeding well again but the project was officially extended two months beyond the original expected date of completion.

Adjourn Micah Wyss/Rich Anderson motioned to adjourn. The motion carried unanimously. The meeting adjourned at 5:53 pm.

Minutes by Angela Hornberg, Village Clerk/Treasurer