

**Meeting Minutes
Village of Holmen Finance and Personnel Committee
December 11, 2018**

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, December 11, 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 Patrick Barlow, Mark Przywojski, Nancy Proctor, Scott Heinig and Angie Hornberg.

Approval of Minutes Dawn Kulcinski/Rich Anderson motioned to approve the minutes of the November 8, 2018 meeting. The motion carried unanimously.

Clerk/Treasurer Report Hornberg provided the Committee with 2018 mill rate information and commented that the tax bills will be mailed this week. She stated that the Holmen American Legion Kornfest damage costs of \$678.45 were removed from the \$1,000 deposit; remaining deposit funds have been returned. Hornberg stated that Trustee Anderson, Jostad and Proctor were all in the process of or have completed the necessary paperwork to be on the Spring 2019 ballot. She commented that auditors will be here on December 19th for preliminary 2018 audit work, and the DNR will meet with staff on January 10th to discuss the WWTP loan.

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

Consideration of Licenses Dawn Kulcinski/Rich Anderson motioned to recommend approval, in accordance with the "Compliance & Ethics" guidelines as presented with request; to change premise for the addition of online grocery storage and pickup for Class A Retail Combination License from Skogen's Foodliner, Inc.; agent Mark Przywojski, located at 123 Hale Drive, Holmen. The motion carried unanimously.

Rich Anderson/Dawn Kulcinski motioned to recommend approval of Operator's Licenses for Mick R. Nisbet – Features Sports Bar & Grill; William J. Kenny – Kwik Trip #311; Nicole M. Blank, Tanya L. Ford – HD Tavern; Treasure M. Johnson – Holmen American Legion. The motion carried unanimously.

Dawn Kulcinski/Rich Anderson motioned to recommend denial of Juliette R. Goliwas – Holmen American Legion Operator's License as submitted to date. The motion carried unanimously.

Approval of Resolution Dawn Kulcinski/Rich Anderson motioned to recommend approval of Resolution 8-2018 – A Resolution Amending the 2018 Village Budget. The motion carried unanimously.

Administrator's Report Heinig updated the Committee on the 2019 planning and economic developments that will create many new subdivisions, as well as businesses with significant job creation in the area. He mentioned the Hale bridge and Main/Gaarder roundabout projects that are in the design process for estimated 2020 construction. Engineer Dahl will soon submit to the DOT road access and design approval for Hwy 35 intersections at Schaller and Rotterdam Road. Heinig remarked that Devin Johnson, a part-time worker, has been recently promoted to fill the vacancy in the Public Works Department. Terry Dahmen will retire from the Park & Recreation Department this month; the process to fill his position will begin soon. The Police Commission has begun the process to hire a new police officer mid-

year in 2019. He stated that the library demolition bid will be acted on at this month's Board meeting; Trustee

Anderson reported the bid went to Rybold Excavating and Plumbing which was the low bid by almost \$10,000. The building will be demolished, footings removed and lot graveled for a parking lot all within this bid. The lot will remain a parking lot until plans are made for redevelopment of the area. Heinig mentioned some pressure issues recently discovered while flushing hydrants in dead end areas; a plan to eliminate the problem for the future has been addressed. Trustee Kulcinski mentioned that she would appreciate access to a Village map which would highlight the new subdivisions and areas of development.

Adjourn Dawn Kulcinski/Rich Anderson motioned to adjourn. The motion carried unanimously. The meeting adjourned at 5:58 pm.

Minutes by Angela Hornberg, Village Clerk/Treasurer