

Meeting Minutes
Village of Holmen Finance and Personnel Committee
January 8, 2013

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, January 8, 2013 in the Village Board Room.

Chair Ryan Olson called the meeting to order at 6:30 p.m.

Present at the meeting: Committee members Ryan Olson, Dan Moser and Neal Forde. Also in attendance were Nancy Proctor, Scott Heinig and Angie Hornberg, Mike Dunham arrived during the meeting.

Approval of Minutes Neal Forde/Dan Moser motioned to approve the minutes of the December 11, 2012 meeting as presented. The motion carried unanimously.

Public Comment None

Clerk/Treasurer Report Hornberg informed the Committee that the office staff has been very busy with tax collections during the last month and updated them on the candidates running for the Board President and Board Trustee positions for the upcoming spring elections.

Review Claims and Financial Statements The committee thoroughly reviewed all claims for payment and financial statements to date.

Consideration of Operator Licenses Neal Forde/Dan Moser motioned to recommend approval of Operator Licenses for Aleesha M. Wahl and Cohan R. Nelson – Festival Foods. The motion carried unanimously.

Consideration of First National Bank Services Neal Forde/Dan Moser motioned to recommend approval of a three year renewal on the current bank proposal with First National Bank. The motion carried unanimously.

Consideration of Computer Use During Village Board Meetings Ryan Olson/Dan Moser motioned to discontinue use of board room computers no later than the next election cycle in May 2013 and also to dispose of or sell existing computers with no intention of replacement. The motion carried unanimously.

Administrator's Report Heinig updated the Committee on the numerous Economic Development possibilities that are in discussion phase and beginning to prepare for additional progress. He mentioned the status of the Willett lawsuit and stated that the next round of depositions for the case will be held on January 17th and January 22nd. Heinig updated the Committee on beginning efforts to create a new community center space at the High School with support of the local municipalities and private donors. He mentioned that he had received a quote from HABCO to prepare rate review during 2013 in order to plan for future investments based on the facilities needs study conducted by MSA for the DNR.

Consideration of Resolution #01-2013 – Extending the Maturity Date on the \$2,500,000 Note Ryan Olson/Neal Forde motioned to recommend approval of Resolution #01-2013 - Extending the Maturity Date on the \$2,500,000 Note. The motion carried unanimously.

Authorize Staff to hire MSA for Site Planning & Public Facilitation on Facility Property Neal Forde/Dan Moser motioned to authorize staff to obtain a quote from MSA for Site Planning & Public Facilitation on

Facility Property. Trustee Forde mentioned that it would be efficient to obtain a quote from MSA since they prepared the original Facility Needs Study. The motion carried unanimously.

Authorize Staff to hire Ehlers for TIF #3 Study & Implementation Ryan Olson/Neal Forde motioned to authorize staff to pursue a quote from Ehlers for TIF #3 Study & Implementation. Chair Olson asked Trustee Dunham if he would like the opportunity to comment on the motion. Trustee Dunham cautioned against obtaining a quote solely from Ehlers, he feels TIF #2 hasn't meet with the expectations given by Ehlers amongst other concerns. Trustee Olson agreed that obtaining additional quotes would be in the best interest of the Village. Administrator Heinig suggested MSA also be given the opportunity to prepare a quote and an additional agency that is yet to be determined. Olson amended the motion to authorize staff to pursue quotes for TIF #3 Study & Implementation. The motion carried unanimously.

Other Olson updated the Committee on the recent Fire Board meeting and the issues with the funding formulas that are still being discussed, Administrator Heinig and Trustee Olson plan to have discussion in the upcoming future as to any potential modifications to the formula. Olson also mentioned that he felt the timing was appropriate to begin discussions on facility needs and the implementation of TIF #3.

Adjourn Dan Moser/Neal Forde motioned to adjourn. The motion carried unanimously. The meeting adjourned at 7:56 p.m.

Minutes by Angela Hornberg, Village Clerk/Treasurer