

**Meeting Minutes**  
**Village of Holmen Finance and Personnel Committee**  
**April 10, 2012**

The meeting of the Holmen Finance and Personnel Committee was held Tuesday, April 10, 2012 in the Village Board Room.

Chair Ryan Olson called the meeting to order at 6:33 p.m.

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

Approval of Minutes. Dan Moser/Ryan Olson motioned to approve the minutes of the March 6, 2012 meeting as presented. The motion carried unanimously.

Public Comment. None.

Consideration on Ordinance 1-2012 – Outdoor Alcoholic Beverage Permits (tabled March 2012). Dan Moser/Ryan Olson motioned to remove from the table Ordinance 1-2012 – Outdoor Alcoholic Beverage Permits. The recommendation as discussed at the law committee was to handle all license premise conditions within the annual permitting process. Dan Moser/Ryan Olson motioned to recommend that the Village Board deny Ordinance 1-2012. The motion carried unanimously.

Administrator's Report. Heinig updated the committee on his activities to date, his meetings schedule including Karl Green, Jim Carlson and several developers. He thanked President Proctor for the opportunity to be featured on Spotlight on Holmen in March and mentioned that he is a new member of the Holmen Area Rotary Club. He is continuing to look at sign ordinances and has recently reviewed a potential sign donation for the Holmen Area Fire Department. Upcoming projects are the implementation of the new Village web site and the personnel manual updates.

Consideration on adoption of official PTO policy. Dan Moser/Ryan Olson motioned to recommend approval on adoption of official PTO policy as presented. The motion carried unanimously.

Clerk/Treasurer Report Hornberg updated the committee on the completion of the April 3, 2012 election canvas, congratulations to re-elected board members Olson, Forde and Dunham. She mentioned the upcoming recall elections are scheduled for May 8 and June 5, 2012. She updated the Committee on the completion of the 2011 Audit and the 2011 Recycling Grant Financial Report filing.

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

Consideration of Temporary Class "B" license for Brice Prairie Lion's Club Junction Days. Dan Moser/Ryan Olson motioned to recommend approval of Temporary Class "B" license for Brice Prairie Lion's Club Junction Days to be held on May 25 – 27, 2012 at Deerwood Park. The motion carried unanimously.

Other Items that may come before the Committee. President Proctor requested that the April Board Agenda be amended to include approval of Holmen area sesquicentennial banners.

Adjourn. Ryan Olson/Dan Moser motioned to adjourn. The motion carried unanimously. The meeting adjourned at 8:07p.m.

Minutes by Angela Hornberg, Village Clerk/Treasurer