

**Village of Holmen
Park, Recreation, and Library Committee
Meeting Minutes - Wednesday, April 5, 2017**

Committee Chairman Olson called the Holmen Park, Recreation, and Library Committee meeting to order at 5:30 p.m. on April 5, 2017 at the Holmen Village Hall.

Present: Chuck Olson, Steve Johnston, Scott Heinig, Mike Brogan, Chris Geary, Chris McArdle-Rojo

Absent: Dawn Kulcinski

Guests: Matt Goldhammer

Motion by Johnston, seconded by Olson to approve the minutes of the January 4, 2017 meeting. Carried unanimously.

Public Comment: None

Library Director's monthly report: McArdle-Rojo distributed the monthly circulation and door count report for the library along with a region-wide circulation comparison report. McArdle-Rojo stated that the Friends of the Library are looking to start another giving campaign soon.

Park and Recreation Director's monthly report:

Recreation: Brogan informed the committee of the programs that are currently in progress which include: youth soccer, adult fitness classes, youth track, and Brewer bus trip ticket sales. Brogan informed the committee of the upcoming programs which include: adult sand volleyball, viking soccer academy, girls softball registration deadline, ballroom dancing, boater safety class, high school volleyball league team registration, adult softball league, paintball outing, Touch-A-Truck, and WPRA ticket sales.

Parks: Brogan stated that all part-time seasonal park staff is hired. Brogan stated that the park staff is busy with daily preparing of softball/baseball fields, soccer fields, and trail repairs. Brogan stated that a Memorial Bench has been ordered for the trail to Deerwood Estates.

Pool: Brogan informed the committee that Christian Strauss is finalizing the hiring of pool staff and that there is a need for more guards. The committee discussed the lifeguard shortage. Brogan stated that the pool staff orientation is May 20/21. Brogan stated that the beached boat slide was installed on 4/3/17 and that slide restoration has begun.

Village Hall: Brogan stated that the motor in the Village Hall Clock Tower is being replaced.

The committee reviewed quotes for the re-paving of the Deer Wood Park Trail. Brogan distributed a copy of the bids to the committee. Brogan stated that the lowest bid came from Oium Asphalt Paving Inc. Brogan stated that Dean Olson, from Public Works, had worked with Oium in the past and was happy with the experience. Brogan stated that there will be additional landscaping work done by our park staff after the re-paving process. Brogan stated that any additional landscaping work would be an additional cost and not covered by the bid. Brogan stated that the staff recommendation would be Oium Asphalt Paving Inc. **Motion by Johnston second by Olson to recommend approval by the Board the approval of the proposal for re-paving the Deer Wood Park Trail by Oium Asphalt Paving Inc. in the amount of \$16,495.95 to be paid from park capital outlay.**

The committee reviewed quotes for an over seeder for the parks. Brogan stated that there was \$10,000.00 budgeted for the purchase of an over seeder. Brogan stated that over seeding is needed for many of the parks in the Village due to high usage, especially the soccer fields. Brogan stated that the staff recommendation would be Tractor Central. **Motion by Olson second by Johnston to recommend approval by the Board approval of the purchase of an over seeder from Tractor Central in the amount of \$9,208.00 to be paid from park capital outlay.**

The committee reviewed a park and band shell reservation request by the Holmen American Legion for "Cruise Night Car Show & Band" for Friday, May 12, 2017 at Halfway Creek Park. Brogan stated that this would be the second year for the event and last year's event went smoothly. Brogan stated that they plan to have music until 9pm. Johnston stated that it is a great event for the community, was well run last year, and they were very respectful of the surrounding neighborhood. Brogan stated that the staff recommendation is to approve the request. Motion by Johnston second by Olson to recommend approval by the Board the reservation of Halfway Creek Park and the band shell on May 12, 2017 for the Holmen American Legion "Cruise Night Car Show & Band". Motion carried.

Other Business: None

Motion by Johnston, second by Olson to adjourn at 6:01 p.m. Motion carried.

Chris Geary
Asst. Park & Recreation Director