

**Village of Holmen
Park, Recreation, and Library Committee
Meeting Minutes - Wednesday, November 13, 2013**

Committee Chairman Forde called the Holmen Park, Recreation, and Library Committee meeting to order at 5:32 p.m. on November 13, 2013 at the Holmen Village Hall.

Present: Neal Forde, Dawn Kulcinski, Ryan Olson, Scott Heinig, Mike Brogan, Chris Geary, Deen Layland
Absent: None **Guests:** None

Motion by Kulcinski, seconded by Olson to approve the minutes of the September 2013 meeting. Carried unanimously.

Public Comment: None.

Library Director's monthly report: Layland provided the committee with the October 2013 library usage report. Total library circulation usage was down by 7.3% from October 2012. Door count was up 10.6% and internet uses were up 3.3% from October 2012.

Park and Recreation Director's monthly report:

Recreation: Brogan stated that some programs are coming to an end for the fall season. They include: Middle School Tennis, Flag Football, Youth Volleyball, Adult Co-rec Softball, Halloween Party, Paintball Outing, and Fall Fitness Classes. Brogan stated that some winter programs have started or are about to start. They include: Adult Co-rec Volleyball, Ballroom Dancing, Youth Basketball, Youth Indoor Soccer and Adult Fitness Classes. Brogan stated that winter recreation staff is being hired. Brogan stated that the spring and summer flyer will be completed by the end of December.

Parks: Brogan stated that irrigation has been blown out at Halfway Creek Park, Deer Wood Park, Aquatic Center, Remington Hills Park, Countryside Park, and Village Hall. Brogan stated that a check has been received from the Imprellis claim resolution process for \$72,056.13 and 18 dead trees will be removed and replaced in various parks along with treatments to numerous others. Brogan stated that 3 large dead oaks were removed on the hill behind Deer Wood Park field fence B. Brogan stated that Xcel installed new gas service into Deerwood Park and Ziegler installed a new furnace in the concessions building. Brogan stated that sidewalk and asphalt re-patching from the gas installation has been completed. Brogan stated that in place of a spring treatment, Turf Maintenance deep tine aerated the Deer Wood ball fields and Halfway Creek Park – Kornfest area and applied fertilizer and dormant seed to the area around the West Shelter. Brogan stated that Cameron Parsley built two heavy-duty recycled plastic benches for the Remington Hills Park tennis courts and also two for the Viking school district courts. Brogan stated that Halfway Creek West Shelter has acoustic issues that are annoying to users and needs to be addressed.

Village Hall: Brogan informed the committee that staff has removed a dead maple tree on the southeast corner of Village Hall and also plan to remove the middle ash tree on the south side of the building. Brogan stated that this was being done to create better space for other two ash trees which have been treated with Treeage. Brogan stated that a new laptop was purchased for the board room.

Agenda Items:

The committee reviewed recommendation on hiring and contract of 2014 Holmen Aquatic Center Manager. Brogan stated that Lauren Hicke was recommended by the previous manager, has been the Assistant Manager for the past two years, and has been an excellent employee at the aquatic center for seven years. **Motion by Kulcinski, seconded by Olson to recommend to the board the approval of the hiring and contract of Lauren Hicke as the Holmen Area Aquatic Center Manager for 2014. Carried unanimously.**

Motion by Olson, second by Kulcinski to adjourn at 6:16 p.m. Motion carried.

Chris Geary
Assistant Park & Recreation Director