

**Village of Holmen  
Park, Recreation, and Library Committee  
Meeting Minutes - Monday, November 5, 2012**

Committee Chairman Forde called the Holmen Park, Recreation, and Library Committee meeting to order at 6:30 p.m. on November 5, 2012 at the Holmen Village Hall. Members present: Neal Forde, Tony Horvath, Scott Heinig, Mike Brogan, Brad Reinhart. Excused: Deen Layland, Dan Moser

Motion by Horvath, seconded by Forde to approve the minutes of the October 2012 meeting. Carried unanimously.

**Public Comment:** None.

**Library Director's monthly report:** None. The committee reviewed the October library usage report.

**Park and Recreation Director's monthly report:**

**Recreation:** Brogan stated that programs that concluded in October include: Youth Flag Football, Youth Volleyball, Middle School Tennis, and Adult Co-Rec Softball. Brogan stated that upcoming events include: Adult Indoor Volleyball League, Ballroom Dancing, Session #2 of Zumba and Pilates, Indoor Soccer, Youth Basketball and Kids Movie Night. Brogan informed committee members the he and Reinhart will be attending the WPR State Conference in Wisconsin Dells November 6-9. Brogan stated that winter hiring is nearing completion and that the Spring and Summer program guide will be prepared in December & January.

**Parks:** Brogan stated that irrigation has been blown out and winterization of parks continues. Brogan explained that parks staff added a recycled asphalt base around the new created by an Eagle Scout. Brogan explained that at Deerwood Park the hockey rink lighting upgrade and security camera installations have been completed. Brogan stated that Excel will be installing a new gas service to Deerwood Park and propane tanks will be removed. Brogan stated that Musco Lighting was on site at Deerwood Park to troubleshoot the issue with light pole cutting in and out. Brogan detailed that the interruption in lighting is due to low quality installation from Three Phase Electric. Brogan informed committee members that Carter Arndt from MSA will perform his substantial completion checks for the Halfway Creek Park shelters on November 26<sup>th</sup>. Brogan stated that Wapasha Construction does not feel they will meet the November 21<sup>st</sup> substantial completion date. Brogan explained that we are waiting to receive quotes for a light pole to mount camera and provide additional light behind new shelter B. Brogan updated committee members regarding minor change orders that were added to the phase III project. Brogan stated that the new tables and chairs for the shelters have arrived. Brogan stated that the old chain link fence on the west side of Halfway Creek Park was removed due to safety concerns.

**Pool:** Brogan stated that the Cla-Val approved in August had been ordered.

**The committee discussed and reviewed proposals for replacement fencing at Halfway Creek Park West.**

Brogan stated that the old fence was removed for safety reasons and was beyond 50 years old. The committee decided not to replace the fencing at this time, as many other parks in residential settings do not currently have fencing and there seems to be very few issues, if any.

The committee reviewed playground site plans for Deerwood Park that were prepared as a part of a playground manufacturer's grant process. The committee was in agreement that the timeline of the grant deadline was going to rush important decisions and place limitations on the scope of the project. Brogan explained that through writing an RFP and creating a competitive environment the vendors are encouraged to put forth their best packages and should be prove to offer similar components as the grant and would also include items that the grant omitted such as provisions for surfacing, borders, and installation.

Motion by Horvath, seconded by Forde to adjourn at 7:25 p.m. Motion carried.

Brad Reinhart  
Asst. Park & Recreation Director