

**Village of Holmen
Park, Recreation, and Library Committee
Meeting Minutes - Wednesday, December 5, 2012**

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

Motion by Forde, seconded by Moser to approve the minutes of the November 2012 meeting. Carried unanimously.

Public Comment: None.

Library Director's monthly report: Layland presented and reviewed the November library usage report stating that total circulation was down 7% compared to November 2011. Layland also shared a door count comparison report detailing the monthly door counts for Holmen, West Salem, and Onalaska Libraries for 2012.

Park and Recreation Director's monthly report:

Recreation: Brogan stated that programs in progress include Mat Pilates, Zumba, Ballroom Dancing, Adult Volleyball League, Indoor Soccer, Youth Basketball and Holiday Lights Home Decorating Contest. Brogan outlined upcoming programs to include: Snowy Nights Winter Party, Youth Cheer/Poms, Zumba, and mat Pilates. Brogan explained that spring soccer registration will be open late December through February 1st. Brogan stated that Reinhart has begun preparing the Spring and Summer Program Brochure for print.

Parks: Brogan updated the committee regarding the DuPont Imprellis situation concerning treatment to trees on Village properties. Brogan stated that shelter and bandshell rentals will begin January 2nd for 2013. Brogan informed the group that Boy Scout Troop 91 has adopted the section of trail from Remington Hills at Judith Ct. to the bridge at the bottom of the hill. Brogan stated that the department has won a drawing to host a movie in the park from The Party Company and will include use of all equipment including a 20ft projection screen as a result of attending the WPRC Conference in November. Brogan explained that he is preparing a request for bids for playground replacement at Deerwood Park and playground installation at Halfway Creek Park below shelter A. He stated that the bids would be up for consideration at the February committee meeting. Brogan presented the most recent field report from MSA and photos taken by Reinhart shortly before the meeting as a status update for the Halfway Creek Park Phase III project.

Pool: Brogan stated that Elizabeth Imhoff has signed the 2013 Pool Manager Contract. Brogan explained that pool memberships for 2013 season are available for sale as holiday gifts.

The committee reviewed proposals for waste receptacles at the Halfway Creek Park shelters. Motion by Forde, second by Moser to recommend to the board purchase of 6 black metal waste receptacles with dome top lids from DALCO in the amount of \$4176.00 to be paid from the Halfway Creek Park improvement funds. Carried unanimously.

The committee reviewed proposals for picnic tables for the patio at Halfway Creek Park Shelter A. Brogan explained that surface mounted pedestal style tables were preferred to limit vandalism, roof access, and inhibit improper bicycle and skateboard use around the new patio area. Motion by Forde, second by Moser to recommend to the board purchase of 3 black metal pedestal tables with recycled plastic table tops and benches from Kirby Built in the amount of \$3025.97 to be paid from the Halfway Creek Park improvement funds. Carried unanimously.

The committee reviewed a proposal for new chemical controller and probes for the Holmen Aquatic Center. Motion by Forde, second by Moser to recommend to the board purchase of a new BECSys 5 Controller from Carrico Aquatic Resources in the amount of \$5500.00 to be paid from 2013 pool capital outlay account. Carried unanimously.

The committee reviewed a proposal for new John Deere 997 Z-Trak Mower. Brogan explained that approving and starting the purchase would lock in purchase price prior to new price increases due to diesel engine regulations. Motion by Forde, second by Moser to recommend to the board purchase of a new John Deere 997 Z-Trak Mower from Tractor Central of West Salem in the amount of \$13,650.00 to be paid from 2013 parks capital outlay account. Carried unanimously.

Brogan explained that new discussion or action was needed for the broom purchase for the Tool Cat due to issues with width of proposed attachment and added costs of an alternate product. No action taken.

Brogan stated that the permit application from HACCA for a community event in 2013 had not yet been received. No action taken.

Brogan stated that one proposal for a pole/light combo for new shelter B was received, but the department felt the bid to be high. Brogan stated that staff will look at seeking a quote to relocate an existing pole and light fixture that would be scheduled for removal should the parking lot be expanded. No action taken.

Motion by Moser, seconded by Forde to adjourn at 7:27 p.m. Motion carried.

Brad Reinhart
Asst. Park & Recreation Director