

**Village of Holmen  
Park, Recreation, and Library Committee  
Meeting Minutes - Wednesday, October 3, 2012**

Committee Chairman Forde called the Holmen Park, Recreation, and Library Committee meeting to order at 6:30 p.m. on October 3, 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 September 2012 meeting. Carried unanimously.

**Public Comment:** None.

**Library Director's monthly report:** Brogan presented the Library usage report for the month of September. The report reflected total circulation up by 7.3%, internet usage up by 5.2%, and reference questions up by 20.4%, while the physical door count showed a 17.6% (1080) decrease compared to September of 2011.

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

**Recreation:** Brogan stated that programs in progress include: Youth Flag Football, Youth Volleyball, Middle School Tennis, Adult Co-Rec Softball, Mat Pilates, Zumba, and Senior Chair Aerobics. Brogan stated that upcoming events include: Be Fit 5k Park & Rec Run, Adult Indoor Volleyball League, Paintball, Halloween Party, Ballroom Dancing, Session #2 of Zumba and Pilates, Indoor Soccer and Kids Movie Night. Brogan informed committee members the he and Reinhart will be attending the WPRRA State Conference in Wisconsin Dells November 6-9.

**Parks:** Brogan informed the committee that Carter from MSA will have a site visit for the Halfway Creek Park Phase III project on October 8<sup>th</sup> or 9<sup>th</sup>. Brogan stated that the lights for the Deerwood Park Hockey/Basketball area are installed and functioning. Brogan also stated that the new DVR and cameras are installed and recording at Deerwood Park, replacing the old VHS system that was not working. Brogan stated that parks staff is busy winterizing the pool.

Reinhart updated the committee about the new village website, stating the launch will take place in the coming week or so, and that all departments have done an outstanding job updating content making the end product very valuable.

**The committee discussed and reviewed proposals for tables and chairs at Halfway Creek Park Shelters A/B.** Reinhart stated that proposals from 3 vendors were received. The plan is to furnish 72 folding chairs with a rolling storage rack and 12 6ft folding tables with rolling cart for each shelter. **Motion by Horvath, seconded by Forde to recommend to the board purchase of 144 folding chairs, 24 folding tables, 2 chair racks, and 2 table carts from FoldingChairs4Less at a cost of \$5189.51. Carried unanimously.**

**The committee reviewed an invoice for erosion repairs along the Halfway Creek Trail.** Brogan stated that after conferring with DPW Olson, it was decided that the repairs needed to be handled immediately to avoid further damage. Brogan presented pictures of the repaired areas. **Motion by Horvath, second by Forde to recommend to the board approval payment to Rybold Excavating for Halfway Creek Trail erosion repairs in the amount of \$3350.00 to be paid from the bike trail repairs account. Carried unanimously.**

**Any other business:** It was decided the date for the November meeting needed to be adjusted, but would be announced at a later time.

Motion by Forde, seconded by Horvath to adjourn at 6:55 p.m. Motion carried.

Brad Reinhart  
Asst. Park & Recreation Director